

**Minutes of the meeting of South Hinksey Parish Council  
held at South Hinksey Village Hall on Monday 3<sup>rd</sup> December 2018**

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**Present:** Christine Chater, Matthew Frohn (Vice-Chairman), Linda Goodhead, Patricia Jones  
Cllr Bob Johnston (OxonCC), Cllr Emily Smith (VoWHDC),  
Geoffrey Ferres (Clerk).

**Other attendees:** Dudley Goodhead, Paul Simmons.

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**Time commenced: 7.30pm**

**18/166. Apologies**

Michael Cochrane (Chairman), Cllr Debby Hallett (VoWHDC).

**18/167. Declarations of interest**

None.

**18/168. Public questions, comments or representations**

Paul Simmons attended in connection with item 174b.

**18/169. Minutes of the November 2018 meeting**

The Council **resolved** to agree the minutes of the November 2018 meeting. The Vice-Chairman then signed each page.

**18/170. Matters arising – November 2018 meeting**

**Transparency code for smaller authorities.** The Clerk reported he has been able to purchase a piece of equipment for a different council from Currys PC World and get an invoice addressed to that council, so it should be possible to purchase equipment there for this council in the same way.

**18/98 Trees of Remembrance project.** The Council has not yet collected a sapling and commemorative plaque from OxonCC.

**18/107 Salt bags and bins.** OxonCC has not yet delivered the salt but OxonCC has replaced the missing salt bin at the junction of Betty Lane and Hinksey Hill.

**18/146a) Planning – Westwood Country Hotel, Hinksey Hill: outline planning permission for the redevelopment of the existing hotel site to provide a 60-bed care home (Class C2) and associated facilities [P18/V2482/O].** The Clerk had written to VoWHDC objecting to this application on traffic and transport grounds.

**18/146b) Planning – Manor Barn, St Lawrence Road: development of outbuilding previously approved under planning approval P14/V1176/FUL into ancillary accommodation, a studio, a garden workshop room & storage area [P18/ V2565/HH].** The Clerk had written to VoWHDC objecting to this application and had included a correction of the mistake in the Council's comments on an earlier application regarding the same property.

Signed:       *Michael Cochrane*      

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**18/146c) Planning – Dorking House, Badger Lane: use of annex as separate dwelling [P18/V2225/LDE].** The Clerk had checked the Council's records and found no evidence the Council had ever requested VoWHDC to take enforcement action in relation to use of the annex as a separate dwelling.

**18/146d) Planning – Prior Barn, Isis Court: new porch to existing converted barn [P18/V2647/HH].** The Clerk had informed VoWHDC the Council had no objection to this application.

**18/146e) Planning – 11 Manor Road: planning application amendment amending the red line proposed curtilage [P18/V2263/FUL].** The Clerk had informed VoWHDC the Council had no objection to this application.

**18/162 Local Council Administration –** The Clerk brought to the meeting a copy of the new, 11th edition of "Arnold-Baker on Local Council Administration" ordered from the Society of Local Council Clerks

**18/163 Dates of meetings for 2019 –** The Village Hall is available and has been booked for all the dates when the Council is meeting. The Clerk has circulated the list of dates to all councillors and David Rawcliffe has published it on the parish website

**18/164 List of councillors –** Two copies have been produced of an up-to-date list of councillors and their email addresses for the noticeboards.

#### **18/171. Finance – payments and receipts**

##### **Payments**

Payee	Reason	Amount	Power to act
OSAV Citizens Advice	Grant	£100.00	s144 LGA 1972
Connor Slamon	Removal of cut grass	£195.00	s214 LGA 1972
Oxford Direct Services	Grounds Maintenance 2018	£5,160.00	s96 HA 1980

The Council **resolved unanimously** to approve all three payments. The Vice-Chairman and CC signed the three cheques and initialled the supporting paperwork.

##### **Receipts**

None.

#### **18/172. County Councillor's report**

BJ reported that two small strips have now been ruled out as possible parts of a route. BJ understands the southern route scores better from Highways England's point of view than the northern route, the one which would take the Expressway west of Oxford.

BJ said OxonCC's Fit for the Future is being led by a councillor newly elected in 2017 who, in his opinion, struggles to answer fundamental questions about the programme.

BJ reported his own Liberal Democrat group had retained two seats in recent OxonCC by-elections.

#### **18/173. District Councillors' report**

DH and ES had kindly circulated a written report, which ES introduced. She said there will be a full Council meeting on 12<sup>th</sup> December and there were concerns about

Signed: Mark Cohen

Date: 7 Jan 19

the Council's maintenance of its assets, issues around the new leisure centre planned for Grove and concerns about the three sub-groups of the Oxfordshire Growth Board.

ES mentioned VoWHDC does not have a member staff dealing with air quality. The Vice-Chairman expressed interest in the planning training mentioned in the written report. It was **agreed** the Clerk should contact DH. **Action: Clerk**

#### **18/174. Planning applications**

- a) **37 Manor Road [General Elliott]: change of use from a mixed use A4 (Drinking Establishment) and C3 (Dwelling house) use to a wholly residential (C3 Dwelling house) use [P18/V2744/FUL] [Consultation deadline: Wednesday 30<sup>th</sup> November 2018].**

The Vice-Chairman said there is a definite conflict between information provided to the Council by a parishioner and Vale Brewery's claims about lack of interest in the property. PJ proposed, and it was **agreed**, that the Clerk should pass on the parishioner's message to VoWHDC. **Action: Clerk**

PJ said that if the pub were to become a house, there should be a detailed architectural plan because the property is the eastern gateway to the village.

- b) **Land at Betty Lane, Hinksey Hill: redevelopment and conversion of stables to dwelling house [P18/V2809/FUL] [Consultation deadline: Tuesday 18<sup>th</sup> December 2018].**

Paul Simons addressed the Council. He described the application as conversion of an existing stable building. He was concerned that the development would leave a piece of land without any entrance unless a new one were made from Berry Lane.

He said there had been in the past an abortive scheme for use of the land by caravans and he alleged there had been attempts to widen the verges. He was concerned the aim might ultimately be to create an office, rather than a dwelling. He believed there might be a covenant requiring the land to be used a market garden.

CC asked if he would be content for there to be a dwelling on the site and he said yes. CC then asked if he would be content if the field became a garden and he again said yes.

PJ said she could see no reason to object to a change of use.

CC said a dwelling house should be in keeping with the area, a proper house with sufficient garden.

PJ agreed the actual dwelling proposed was out of character with the surrounding area.

It was **agreed** the Council would object to the application on that basis. **Action: Clerk**

#### **18/175. Correspondence**

None.

#### **18/176. Finance**

The Council considered a paper from the Clerk as Responsible Finance Officer containing recommendations agreed at the annual budget meeting with the Chairman and Vice-Chairman.

Signed:                     Miss Cochran                    

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The Council noted the monitoring report and the bank reconciliation. The Council agreed there should be no increase in the Council's burial ground fees. The Council approved the amended Risk Assessment.

After discussion, the Council agreed to amend the Financial Regulations so that Financial Regulation 11.6 would read: "When it is to enter into a contract less than £10,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in Regulation 11.1 the Clerk shall obtain three quotations (priced descriptions of the proposed supply); where the value is below £1,000 and above £250 the Clerk shall strive to obtain three estimates. Otherwise, Regulation 10 (3) above shall apply."

PJ said she believed the Flood Alleviation Scheme might require additional staff time and proposed that the Council examine what might be the cost of increasing the Clerk's monthly hours from 35 to 40. **Action: Clerk to bring figures to the next meeting**

### **18/177. Oxford to Cambridge Expressway**

PJ and LG reported that they had attended a Highways England event for representatives of parish councils on 23<sup>rd</sup> November.

They had found the officers helpful. The officers had made clear that the Expressway would definitely have six lanes, not four, and they had recognised the difficulties of using the existing line of the A34.

On the other hand, they seemed unaware of the importance of the "cone" views of the City of Oxford and the near impossibility of widening the existing A34 without spoiling one of these iconic views.

PJ and LG had also attended a meeting of North Hinksey Parish Council on 29th November. A number of other councils had attended. Their understanding was that:

- Kennington has not yet taken a view on the Expressway
- nor has Cumnor, although it clearly had concerns
- Radley was opposed to the Expressway and had joined two of the groups campaigning on it
- Islip feared the Expressway would lead to a massive expansion of their village and wanted councils affected by the route west/north of Oxford to join together in the same way as had those affected by the route south/east of it.

PJ, BJ and ES reminded the Council of the significant risk of increased air pollution in Oxford from the western/northern route when Oxford already had the worst air pollution of any city in Europe.

### **18/178. Hinksey Hill speed limit**

The Council agreed unanimously to pay the £2,600 estimated cost of applying for a Traffic Regulation Order to reduce the speed limit on Hinksey Hill from 40mph to 30mph. **Action: Clerk to inform OxonCC's Lee Turner**

The Vice-Chairman said the Council needed to be aware of the risk of this course of action as it could not be guaranteed that the Traffic Regulation Order would go through.

Signed: Mind Cochran

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### **18/179. Flood Alleviation Scheme**

PJ had arranged a meeting with the Environment Agency's Richard Harding involving the Vice-Chairman and ES. In her opinion, Richard Harding had given no quarter.

It seemed there was not yet a proper plan relating to the diversion of the Devil's Backbone and no clear reason emerged as to why the work area had to be sited right up against the village.

Richard Harding had clarified that the spoil would be moved using both 10m and 16m lorries using a gate close to the existing mini-roundabout.

Richard Harding had undertaken to speak to his boss and respond to the points made. There would be another public consultation shortly and he recommended the Council make its views known formally in this process.

The Council **agreed** that if time did not allow for the full Council to approve a response to this public consultation, the sub-committee established at the last meeting would have the delegated authority to respond on the Council's behalf.

PJ believed it would be a good idea to hold a Parish Meeting during the consultation, so parishioners were aware of the facts and could discuss how the scheme might affect the village. The aims of such a meeting would be to get opinions and to encourage parishioners to submit their own comments.

PJ said she has arranged a brief meeting with Layla Moran MP on 7<sup>th</sup> December

### **18/180. Heavy Goods Vehicles and Coaches in the village**

The small island at the entrance to the village remains in darkness at night because the street lamp has still not been repaired.

### **18/181. Woodland**

CC said she and Maggie Rawcliffe would be meeting Berkshire Buckinghamshire and Oxfordshire Wildlife Trust's Andy Gunn next Monday, 10<sup>th</sup> December.

The Clerk, the Chairman and LG have yet to agree a date to visit the woodland together. **Action: Clerk**

The Clerk has still to purchase £100 worth of tree guards and straps to be used on the most damaged trees. **Action: Clerk**

### **18/182. Grass cutting**

OxonCC has still answered only one of the Council's three questions, the one relating to the linear measurement of rural verges.

The Clerk apologised for the fact that he had not time to create a draft maintenance specification for 2019, including the relevant sections of verge in Kennington, in time for this meeting and it would have to be considered at the next meeting. **Action: Clerk**

### **18/183. Burial ground**

The Clerk had informed the masons of the Council's approval of the headstone for the grave of the late John Howkins.

The Clerk has still to contact Oxford City Council's Laura Harlock for advice about how to handle the problem of a headstone recently placed in the burial ground which

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is three inches higher than approved and which therefore exceeds the maximum height permitted in the Council's rules. **Action: Clerk**

The Clerk has yet to order a hardwood noticeboard. **Action: Clerk**

#### **18/184. Housing development north of Abingdon**

Nothing to report.

#### **18/185. Hinksey Lakes footbridge**

In response to a request from a parishioner for access to the material, the Council **agreed** it would give a commitment to produce and make publicly available at a later date a summary of the accounts received by the Clerk of the impact of the closure on the lives of parishioners. **Action: Clerk**

#### **18/186. Maintenance issues**

PJ drew attention to recent graffiti. **Action: Clerk**

There was also discussion about rubbish on the Devil's Backbone on the City of Oxford side of the bridge. **Action: Clerk to contact Oxford City Council and the relevant ward councillors**

#### **18/187. Traffic issues**

Concern was again expressed that traffic has become so used to using Hinksey Hill as the diversionary route when the A34 is closed that it has become an established rat run.

Maggie Rawcliffe had forwarded to the Clerk the papers for the next meeting of the Botley Traffic Advisory Committee on Wednesday 5<sup>th</sup> December. The Council agreed to appoint LG as its representative to succeed Maggie Rawcliffe. **Action: Clerk to inform the Clerk to North Hinksey Parish Council**

#### **18/188. Training**

The Council **approved** the cost of the Clerk attending the South East Regional Training Seminar of the Society of Local Council Clerks in Maidenhead on Wednesday 13<sup>th</sup> March 2019 at a cost of £80 (plus VAT) and associated travel expenses.

#### **18/189. Any other business**

None.

#### **18/190. Feedback from members of the public**

None.

**Time concluded: 10.14pm**

**MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING**

Date of the next ordinary Parish Council meeting: Monday 7<sup>th</sup> January 2019 at  
7.30pm at South Hinksey Village Hall

Signed: Mimi Cochran

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