

**Minutes of the meeting of South Hinksey Parish Council
held at South Hinksey Village Hall on Monday 6th January 2020**

Present: Christine Chater, Linda Goodhead, Patricia Jones (Vice-Chair),
Geoffrey Ferres (Clerk).

Other attendees: None.

Time commenced: 7.18pm

19/190. Apologies

Michael Cochrane (Chairman), Christine Madsen, Cllr Bob Johnston (OxonCC), Cllr Debby Hallett (VoWHDC), Cllr Emily Smith (VoWHDC).

19/191. Declarations of interest

All members declared an interest in relation to the Oxford Flood Alleviation Scheme and the Oxford to Cambridge Expressway.

CC and LG declared an interest in relation to the Hinksey Hill 30mph limit.

19/192. Public questions, comments or representations

None.

19/193. Minutes of the last ordinary meeting

The Council **resolved** to agree the minutes of the December 2019 meeting. The Vice-Chair then signed each page.

19/194. Finance – payments and receipts

Payments

Payee	Reason	Amount	Power to act
James Watts	Digging trench for hedgerow	£100.00	s214 LGA 1972
Geoffrey Ferres	Clerk's Q3 expenses	£122.42	s112 LGA 1972
SLCC	Share of Clerk's subscription	£87.00	s143 LGA 1972

The Council **resolved unanimously** to approve the first two payments and to approve the third in principle.

CC then signed the first two payments and initialled the supporting paperwork.

Actions: Clerk to obtain the Chairman's signature and post the cheque to James Watts; Clerk to obtain an invoice from the Society of Local Council Clerks

Receipts

None.

19/195. County Councillor's report

BJ had sent his apologies, *is no doing saying that he had nothing to report - due to the local election period.*

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19/196. District Councillors' report

DH and ES had both sent their apologies.

The Vice-Chair expressed concern that this was the third consecutive meeting without a District Councillor present. **Action: Vice-Chair to contact ES.**

19/197. Planning applications

a) Updates

- **Peppercorn Cottage, 13 Manor Road [P19/V2633/HH]** – The Clerk reported that VoWHDC had approved this application.
- **Westwood Country Hotel, Hinksey Hill [P18/V2482/O – KEN]** – The Clerk reported that VoWHDC had refused this application.

b) Concerns

- **Highways, Hinksey Hill** – CC raised concern that there appeared to be substantial work taking place but no planning application has been submitted. **Action: Clerk to contact VoWHDC's Planning Enforcement Team**
- **Charnwood, Hinksey Hill** – LG raised concerns. She said there were reports of lorries. **Action: Clerk to chase VoWHDC's Planning Enforcement Team**

19/198. Correspondence

The Chairman reported that Catherine Powell had resigned from the Council. In her letter of resignation, she had said: "Our landlord is selling the home we have rented since May 2016, and at the end of last week we secured a tenancy on a property in Newbury.

Bryan and I are very sad to leave such a vibrant and welcoming community, however we have been unable to find any suitable properties within the local area.

It has been a privilege to have spent time with such dedicated people serving the parish and I thank you for that opportunity."

The Clerk had consulted VoWHDC and had published a Notice of Vacancy on the Council's noticeboard on 3rd January.

Action: Clerk to publicise the vacancy via Shinfo

19/199. Finance report

The Council **noted** a monitoring report to the end of December 2019, and went on to **approve** an amended draft budget for 2020-21 tabled by the Clerk that included the precept of £19,920 (an increase of 38.82%) which was approved at the last meeting and is equivalent to a Band D Council Tax element of £100 (an increase of 35.61).

Action: Clerk to submit precept demand

19/200. Council priorities

The Council briefly considered the Action List. The Council **instructed** the Clerk to make the bank mandate a priority. **Action: Clerk to submit bank mandate**

The Vice-Chair asked the Council why the rough sleeper debris had still not been removed. The Clerk said that Kevin Keen, Oxford City Council's Green Spaces Officer, has said he cannot find it and has asked the Clerk to meet him to show him the location but dates and times the officer has put forward at short notice have not been convenient for the Clerk. The Vice-Chair offered to meet Kevin Keen if the

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Clerk is unable to do so. **Action: Clerk to contact Vice-Chair if Kevin Keen offers a date and time when he is not available to meet him**

19/201. Hinksey Hill speed limit

OxonCC has indicated a provisional date for the installation of the 30mph speed limit signs and gates of 30th and 31st January 2020.

BJ has confirmed he will contribute £1,000. **Action: Clerk to submit application to OxonCC's Councillor Priority Fund**

The Council **approved** the Funding Agreement negotiated with OxonCC by CC. CC then signed it and a cheque for the first payment of £3,360.69.

Actions: Clerk to

- **Obtain the Chairman's signature on the Funding Agreement and the cheque**
- **Put the next payment of £3,000 on the agenda of the March meeting.**

The Council **voted** to thank CC for her work and BJ for his support, recognising also the initial work done by Liz Le Fevre while she was a member of the Council.

19/202. Grant application

The Council considered an application for a grant from Oxfordshire South and Vale Citizens Advice.

The Council **unanimously agreed** to give a grant of £120. **Action: Clerk to prepare a cheque for signature at the next meeting**

19/203. Flood Alleviation Scheme

The Vice-Chair reported on the meeting she and the Chairman had with Jo Emberson Wines, the Environment Agency's Project Director for the Oxford Flood Alleviation Scheme on 19th December along with an engineer. ES attended in her capacity as the VoWHDC ward councillor.

There was now greater clarity on several points:

- The Environment Agency (EA) confirmed the Devil's Backbone diversion will be raised
- The EA admitted it had not yet contacted Corpus Christ College, the owner of Field 3, and said this was because it cannot complete all the relevant searches before the spring. The EA said it would agree to use Field 3 if the searches and the archaeological investigations went as expected.
- The EA said it was now more hopeful that it would be able to move some of the spoil by rail
- The EA also agreed to ask the contractor to explain its reasons for objecting to accessing the site via the road to the sidings
- It was clear that the design of the replacement of the bridge carrying the Ring Road over the railway line was challenging and that all the utilities are seeking improvements to their own access. The EA accepted that the movement of the spoil would be unhelpful during these disruptions.

The Vice-Chair said that it appeared unlikely a new planning application would be submitted before the autumn.

The Vice-Chair has worked with Adrian Porter to persuade the EA that the flood risk to the village is better estimated by measuring at three drains rather than by monitoring river levels.

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19/204. Woodland

There was nothing to report.

19/205. Burial ground

a) Waste

The Clerk reported that Biffa had yet to remove VoWHDC's bins.

b) Additional burial plots

The Clerk had circulated proposals from two companies that had responded to the Council's invitations to put forward proposals.

The Vice-Chair and CC both felt it was important to preserve the character of the burial ground as a rural burial ground. The Vice-Chair felt parishioners should be invited to choose between a maximum of two designs.

The Council **instructed** the Clerk to respond positively to the proposal from Cemetery Development Services. **Action: Clerk**
CC said she would be willing to meet CDS.

c) Fees

The Council **resolved** to defer discussion of the proposed fee increases.

19/206. Neighbourhood Plans

The Council **resolved** to defer this item in the absence of CM.

19/207. Oxford to Cambridge Expressway

The provisional date for the next meeting of the North and West Parishes Expressway Group (NAWPEG) is Thursday 30th January at 7.30pm. LG said she will attend. **Action: LG**

19/208. Annual Parish Meeting

The Council **resolved** to defer this item.

19/209. Grass cutting

The Clerk said there was nothing to report regarding the new agreement with OxonCC.

19/210. Maintenance issues


a) Former pub car park

The Clerk confirmed that the Council's contractors had cut the grass and other vegetation at the former General Elliott car park but had not been asked to remove the mattress and other debris which are now visible on this piece of land but of which he had been unaware. **Action: Clerk to ask Goldace to agree to meet the expense of the removal of the items of rubbish**

b) Cycling sign

The Clerk has received an update from Oxford City Council's Emma Griffiths saying it needs to check the legislative provisions/requirements in relation to cycle signs.

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c) Sewage

The Vice-Chair reported that the collapsed sewer was probably the cause of problems with sewage pollution which had recently led to sewage entering four houses in the village. She felt the response of Thames Water had not been adequate.

d) Maintenance specification

The Council **approved** the draft maintenance specification for 2020.

The Vice-Chair examined OxonCC's diagram of verges to be mowed in the village and was surprised to find it did not include a particular grassy bank on Manor Road. **Action: Clerk to ask Maggie Rawcliffe if she could shed any light on responsibility for the bank in question**

e) Deep cleanse

The Clerk reported that he had taken a close look at the pavements on Hinksey Hill and Betty Lane which the VoWHDC team had been asked to clear and he felt the condition of both pavements was much improved.

The Clerk said he has not yet made a similar visit to the Devil's Backbone. The Vice-Chair said she was not sure it could be said that its condition was much improved.

19/211. Traffic issues

The Clerk reported that earlier in the day OxonCC had published a Temporary Traffic Regulation notice for a temporary road closure in the village from 7am to 7pm for five days from 27th April to 1st May 2020 for carriageway resurfacing and patching.

The Vice-Chair had contacted OxonCC's Mohammad Rahaman because his original email had given the start-date as 2nd April 2020 and he had circulated a correction. BJ had written to the Clerk saying "my agitating for work in Manor Road etc. seems to have borne fruit."

The Vice-Chair was concerned there should be continuous access for pedestrians.

Action: Clerk to ask OxonCC about continuous access for pedestrians and the possibility of putting right the condition of the pavement.

19/212. Feedback from members of the public

None.

19/213. Reserved business: Clerk's future monthly hours

The Clerk withdrew from the meeting. The Clerk had circulated details of his hours worked each month since November 2015. The Council **agreed** to continue to ask the Clerk to work 35 hours per month, rather than the 20 hours for which he was originally employed, and to review the matter again in one year's time.

Time concluded: 9.15pm

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next Parish Council meeting: Monday 3rd February 2020 at 7pm at South Hinksey Village Hall

Signed: _____



Date: _____

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