

Minutes of the meeting of South Hinksey Parish Council held remotely via Zoom on Monday 2nd November 2020

Present: Christine Chater, Michael Cochrane (Chairman), Patricia Jones (Vice-Chair)
Cllr Bob Johnston (OxonCC), Geoffrey Ferres (Clerk).

Other attendees: One parishioner.

Time commenced: 7.02pm

19/349. Apologies

Linda Goodhead, Cllr Debby Hallett (VoWHDC), Cllr Emily Smith (VoWHDC).

19/350. Declarations of interest

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

19/351. Public questions, comments or representations

None.

19/352. Minutes of the last ordinary meeting

The Council **resolved unanimously** to agree the minutes of the October 2020 meeting. The Chairman then signed each page. **Action: Clerk to collect the signed minutes from the Chairman and publish them on the website**

19/353. Financial report

The Council **noted** a half-year bank reconciliation and budget monitoring report presented by the Clerk in his capacity as Responsible Financial Officer. The Council **unanimously approved** a recommendation from the Clerk to increase the provision in the Budget for traffic calming from £3,000 to £3,100.

19/354. Finance – payments and receipts

Payments

Reason	Amount	Payee	Power to act
Accessible Excel documents training	£36.00	SLCC Enterprises Ltd	s111 LGA 1972
Burial ground waste charges – August and September	£96.41	Oxford Direct Services Trading Ltd	s214 LGA 1972
Management of community woodland	£287.29	Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust	s10 OSA 1906
New domain name registration for two years	£130.80	HCI Data Ltd	s142 LGA 1972
Clerk net pay October	£356.55	Geoffrey Ferres	s112 LGA 1972

Signed: Michael Cochrane

Date: 7/12/2020

The Council **resolved unanimously** to approve all five payments. The Council **unanimously agreed** to waive Financial Regulation 6.5 so that the Chairman and CC could sign the payments at another time.

Actions for Chairman, Clerk and CC: meet to sign payments

Actions for Clerk: send payments to SLCC Enterprises Ltd, Oxford Direct Services Trading Ltd, BBOWT and HCI Data Ltd

Receipts

Reason	Amount	Payer
Deposit account interest	£0.31	HSBC
Farm Woodland Payment 2019-20	£276.41	Rural Payments Agency
Community Infrastructure Levy share	£4,002.80	VoWHDC

The Clerk reported that there remained issues with the Rural Payments Agency not accepting the Council's ownership of the whole area of the woodland and saying it would not respond to communications from him, but only from his predecessor. This also raised issues of Business Continuity – the Council has no formal Business Continuity Plan and BJ recommended that of Radley Parish Council. **Action: Clerk to contact his Radley counterpart**

The Council **agreed** to return to the subject at its next meeting.

CC offered to speak to the Clerk about checking the Council's ownership of land is correctly recorded at the Land Registry. **Action: CC and Clerk**

19/355. County Councillor's report

BJ reported that work on the design of the new Lodge Hill slip roads is still progressing. He thought it now unlikely there would be a public exhibition of the designs.

BJ said that the consultation on two bus gates in Oxford had produced a huge response and OxonCC has decided not to go ahead with either of them. It is not clear to him where this leaves the Connecting Oxford proposals put forward by OxonCC and the City Council in 2019.

BJ said there is a full Council meeting tomorrow.

BJ left the meeting before the Council went on to discuss planning applications.

19/356. District Councillors' report

DH and ES had sent their apologies and a written report.

19/357. Planning applications

- a) **The General Elliott, 37 Manor Road: minor extension to ground floor to create family kitchen area and new WC; first-floor extension to create new lounge including amended plans, design and access statement and Product 4 received 27th October [P20/V2471/HH] [Consultation deadline: Thursday 5th November 2020].**

The Vice-Chair said the proposals were on the whole very welcome but there was an issue regarding the flood plain and the proposed studio.

The Council **instructed** the Clerk to submit a response in line with the Vice-Chair's comments. **Action: Clerk**

Signed: Neil Colburn

Date: 7/12/2020

- b) **Bagley Edge, Badger Lane: provision of a two-storey extension to the north-eastern elevation [P20/V2690/HH] [Consultation deadline: Tuesday 18th November 2020].**

The Council **instructed** the Clerk to inform VoWHDC it had no objection to this application. **Action: Clerk**

- c) **Cumnor Neighbourhood Plan [Consultation deadline: Thursday 3rd December 2020].**

The Council briefly discussed the plan.

d) **Updates**

- **Dorking House, Badger Lane [minute ref 19/318c]** – CC asked that the Council not wait to seek a Planning Contravention Notice after pursuing one in respect of Charnwood. The Council **agreed** to seek both Planning Contravention Notices at once. **Action: CC and Clerk**
- **Highways, Hinksey Hill** – The Clerk had been in correspondence with VoWHDC's Nathaniel Bamsey regarding VoWHDC's decision. The Clerk had questioned why VoWHDC had not regarded the proposed new dwelling as "materially larger" than the one it replaces. Mr Bamsey had explained: "Our current policy does not specify a percentage at which a dwelling would be disproportionate. However, the Local Plan of 2011 which has since been superseded by Parts 1 & 2 of the 2031 Local Plan stated that replacement dwellings would not be permitted if they were more than 30% larger than the existing dwelling. This policy is no longer part of the development plan but it does provide a guide as to what could be seen as disproportionate. However, each application would be assessed on its merits, so what is proportionate to one dwelling may not be to another."

19/358. Correspondence

None.

19/359. Preparation of Budget for 2021-22

The Council **approved** the Clerk's recommendations. **Action: Chair, Vice-Chair and Clerk to meet to draw up 2021-22 draft budget**

19/360. Flood Alleviation Scheme

The Vice-Chair reported on a virtual meeting with the Environment Agency (EA)'s Joanne Emberson Wines and Richard Harding which the Chairman had also attended.

The Vice-Chair said that the EA had informed them that a new planning application is likely to be submitted in the summer of 2021; a new Business Case is being prepared; Compulsory Purchase Order hearings have to take place. The earliest work might start was probably 2024, the EA had advised them.

She said that the EA now believed the project was likely to use rail to move at least some of the spoil but it was too early to book slots for the trains. The Vice-Chair had been surprised to learn that the EA expected the spoil to be moved in just 26 weeks, divided between Years 1 and 3.

Signed: Mind Cohen

Date: 7/12/2020

It was understood that the results of the archaeological excavations in Field 3 would be known before Christmas. There had been a discussion about the site entrance but this issue has not yet been resolved.

19/361. Website accessibility

The Clerk reported that the new website had finally gone live on Wednesday 30th October 2020 in time to be used for the publication of the agenda and papers for this meeting.

The Clerk had been required to draft and publish an Accessibility Statement. In the process of drafting it, it had become apparent that there were a large number of documents that were not accessible that had been published after what turned out to be the deadline of September 2018, not 2019, for ceasing to publish new materials in formats that are not accessible.

The Vice-Chair advised that the Clerk should complete a disproportionate burden assessment. The general feeling of the Council was that items need only be converted to an accessible format where they were of continuing rather than historic significance. A target of Easter 2021 was suggested.

19/362. Burial ground

a) Fees

The Clerk reported that the revised set of fees has been published on the Council's new website.

b) Wildflower meadow

The Clerk reported that Laura Harlock had arranged for the wildflower meadow to be cut by a tractor and the cuttings removed.

19/363. Oxford to Cambridge Expressway

There was nothing to report.

19/364. Fly-tipping

A parishioner addressed the Council. It was said that a persistent problem of fly-tipping affected not only the bridge over the A34 and Betty Lane but the road leading to the Garden Centre.

It was acknowledged that VoWHDC was relatively efficient at the moment at removing the things that are dumped.

The Council **agreed** to approach ES about what further measures might be taken, such as the installation of a camera.

19/365. Maintenance issues

None.

19/366. Traffic issues

The Clerk has written to the residents of Redwood regarding the new 30mph sign currently obscured by overgrown vegetation.

CC has pressed OxonCC to remedy the defects with the new gates.

The Vice-Chair said parishioners had complained about a green van that was parked for a long period in Parker Road but the vehicle has now been moved.

Signed: Mina Cochran

Date: 7/12/2020

Minute book gf page 159

19/367. Feedback from members of the public

None.

Time concluded: 9.01pm

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next Parish Council meeting: Monday 7th December 2020 at 7pm

Signed: _____

Mina Cochran

Date: _____

7/12/2020