

Minutes of the meeting of South Hinksey Parish Council held at South Hinksey Village Hall on Monday 9th January 2023

Present: Andy Clayton, Michael Cochrane (Chairman), Linda Goodhead, Patricia Jones (Vice-Chair) and Richard Peacock.
Other attendees: Cllr Bob Johnston (OxonCC), Cllr Debby Hallett (VoWHDC), Dudley Goodhead and David Maitland.
In attendance: Geoffrey Ferres (Clerk).

Time commenced: 7.00pm

The Chairman informed the Council he would not re-stand for election in May 2023.

Procedural items

22/138. Apologies

Cllr Emily Smith (VoWHDC).

22/139. Declarations of interest

All members declared an interest in relation to the Oxford Flood Alleviation Scheme, the Oxford-Cambridge Arc and the A34 Improvement Project.

22/140. Public questions, comments or representations

None.

22/141. Minutes of the last ordinary meeting

The Council **agreed** the minutes of the December 2022 meeting. The Chairman then signed the minutes and initialled each page.

Action: Clerk to publish signed minutes on website

Business items

22/142. Hinksey Hill ward vacancy

David Maitland had expressed interest in the vacancy. He said he had moved to South Hinksey two years ago.

The Council **unanimously elected** David Maitland.

DM signed a declaration of acceptance of office.

Action: Clerk to send David Maitland a Register of Interests form and ask him to agree to abide by the Council's Code of Conduct

22/143. Financial report

The Council **noted** the bank reconciliation and budget monitoring report to end December 2022 presented by the Clerk in his capacity as Responsible Financial Officer.

The Council **agreed unanimously** to increase the following budgets, as requested by the Clerk in his capacity as Responsible Financial Officer:

Initialled:  _____

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- Venue hire payments from £400 to £550
- Burials and Memorials receipts from £2,500 to £6,700
- Bank interest receipts from £5 to £200.

Action: Clerk to update budget

22/144. Finance – payments and receipts

a) Ratification of payment made since last meeting

The Council **unanimously approved** the following payment:

Reason	Amount	Payee	Power to act
Clerk net pay December and correction of overpayment	£452.25	Geoffrey Ferres	s112 LGA 1972

The Council **agreed** to set up a monthly standing order for £452.45 to pay the Clerk's salary net of tax.

b) Payments

The Chairman and LG signed the cheque for a grant of £220 to Oxfordshire South and Vale Citizens Advice that the Council approved at its last meeting.

Action: Clerk to send payment to Oxfordshire South and Vale Citizens Advice

The Council **unanimously approved** the following payments:

Reason	Amount	Payee	Power to act
Clerk expenses Q3	£103.04	Geoffrey Ferres	s112 LGA 1972
Hire of Village Hall for 2023	£308.00	South Hinksey Village Hall	s133 LGA 1972

The Chairman and LG signed the payments and initialled the supporting paperwork.

Action: Clerk to deliver payment to Village Hall Committee

c) Receipts

The Clerk informed the Council that there had been two receipts since the last ordinary meeting:

Reason	Amount	Payer
Farm Woodland Payment 2022-23	£259.65	Rural Payments Agency
Deposit account interest Q3	£71.64	Unity Trust Bank

22/145. County Councillor's report

BJ reported that the Lodge Hill planning application will go to Planning and Regulation Committee in February. He will attend and speak. He reported that a firm of consultants is preparing the Hinksey Hill HGV restriction.

AC asked about the Botley Road closure and BJ said dates had yet been agreed. He said the Zero Emission Zone extension and the Workplace Parking Levy will go ahead before the Botley Road re-opens.

BJ said the OxonCC Council Tax element will go up by 4.99% for 2023-24. He said those on the lowest incomes would receive a rebate.

Initialled: 

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22/146. District Councillors' report

DH introduced the monthly report from her and ES, which she had circulated in advance of the meeting. She said ES is no longer the Leader. They will both re-stand as ward councillors in May 2023.

22/147. Planning applications

a) Southcombe Farm: Provision of washdown area & open storage for plant & access equipment on ground floor, secure covered storage at first floor [P22/V2986/AG]

The Council **agreed** not to submit any comment.

22/148. Correspondence

None.

22/149. Election of Committees

The Council **agreed unanimously** to establish a Flood Alleviation Committee, which may or may not meet. The Council appointed AC, LG and RP as additional members.

The Council **agreed** in principle to establish a Woodland Advisory Committee but no councillor wished to serve on it.

22/150. Banking

The Council **agreed** to amend the mandate to add AC and DM, both of whom said they would be willing to conduct internet banking.

Action Clerk to arrange amendment of bank mandate

22/151. Traffic issues

The Council **agreed** to note the response former parish councillor Christine Chater made in November 2022 to OxonCC regarding the new A34 Lodge Hill south-facing slip roads and welcomed BJ's reassurance that he would continue to work to ensure the HGV restriction will go ahead.

22/152. Burial ground

The Clerk reported that there were likely to be two interments in existing plots before the date of the next meeting and he was dealing with an application for an additional inscription on a memorial.

The Clerk reported he had finally succeeded in getting Justin Smith from The CDS Group to contact him about taking forward the project to lay out new plots.

The Council **agreed** to go to tender and offer options for the paths. **Action: Clerk**

The Council **agreed unanimously** to request Oxford City Council's Cemeteries team to conduct another memorial safety inspection.

Action: Clerk to arrange inspection

22/153. Next steps regarding Betty Lane

The Council **agreed** to:

Initialed: _____



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- aim for a footpath and cycle path to re-connect Betty Lane to the Garden Centre and beyond
- re-imburse LG up to £50 for any expenses incurred in obtaining information from the Land Registry regarding four pieces of land at the end of Betty Lane
- set up an Advisory Committee to take forward this work including AC and LG.

22/154. Neighbourhood plan

DH informed the Council that she is the VoWHDC Cabinet member responsible for Neighbourhood Plans. She recommended that the Council invite Ricardo Rios, Planning Policy Team Leader (Neighbourhood), to address them. The Council **agreed unanimously** to invite him. DH said she would inform Ricardo Rios.

Action: Clerk.

22/155. Community woodland

The Clerk reported that he has delayed arranging a site meeting and drafting a specification for 2023 due to there no being no members left on the Woodland Committee.

The Clerk also reported that the Government has announced it will soon introduce changes to the grant conditions for Farm Woodland Payments, which will no longer follow EU grant conditions, but has not yet indicated what those changes might be.

22/156. Oxford Flood Alleviation Scheme

The Vice-Chair drew the Council's attention to the Environment Agency's recent article in Echo.

22/157. Oxford-Cambridge Arc/A34 Improvement Project

Nothing to report.

22/158. Maintenance issues

The Vice-Chair said she will contact DH about ways of reducing the noise from the A34. **Action: Vice-Chair**

AC raised the condition of The Devil's Backbone and offered to report it on FixMyStreet. **Action: AC**

The Vice-Chair raised the damage done at the entrance to the village by contractors working for Thames Water.

The Clerk reported he has sent an invitation to quote to Oxford Direct Services and to two companies that have contacted him recently, as well as advertising the opportunity on the Council's website.

The Council **agreed** to request that OxonCC plant the tree it has offered on the site of the former phone box. **Action: Vice-Chair to consult neighbours**

22/159. Marking the Coronation

The Council **agreed** to consult the Village Hall Committee. **Action: RP**

The Council also agreed to add something relating to the Coronation to the new noticeboards. **Action: Clerk**

Initialed: _____



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22/160. Annual meeting 2023

The Council **confirmed** the date of its 2023 annual meeting as Wednesday 10th May.
Action: Clerk to contact Village Hall Committee

22/161. Succession planning for the Clerk role

The Chairman advised the Council that the Clerk has informed him that he wishes to retire from the post in the near future.

The Council **agreed unanimously** to set up a committee to recruit a new Clerk, appoint as members of the committee the Vice-Chair, LG and RP, and instruct them to report back to the next meeting. **Action: Vice-Chair, LG, RP**

22/162. Business continuity

The Council considered a sample note drafted by the Clerk which related to the defibrillator and **instructed** the Clerk to prepare more, but also to draft a Calendar of the year and a list of the notes he proposed to write. **Action: Clerk**


22/163. Feedback from members of the public

None.

22/164. Reserved business: amendment to Clerk's contract

The Council **agreed** to amend the Clerk's contract to implement the award of one additional day's annual leave as part of the local government pay settlement for 2022-23. **Action: Chairman and Clerk to sign amended contract.**

Time concluded: 9.36pm

Signed: 

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Initialed: _____

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