

Minutes of the meeting of South Hinksey Parish Council held at South Hinksey Village Hall on Monday 3rd April 2023

Present: Andy Clayton, Linda Goodhead, Patricia Jones (Vice-Chair) and Richard Peacock.
Other attendees: Cllr Bob Johnston (OxonCC), Cllr Emily Smith (VoWHDC), Linda Morrison Allsopp and Dudley Goodhead.
In attendance: Geoffrey Ferres (Clerk).

Time commenced: 7.00pm

Procedural items

22/219. Apologies

Michael Cochrane (Chairman), David Maitland and Cllr Debby Hallett (VoWHDC),

22/220. 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.

22/221. Public questions, comments or representations

None.

22/222. Minutes of the last ordinary meeting

The Council **agreed** the minutes of the March 2023 meeting. The Vice-Chair then signed the minutes and initialled each page.

Action: Clerk to publish signed minutes on website

Business items

22/223. Financial report

The Council **noted** the unaudited Accounting Statements 2022-23 and the Provisional Management Accounts 2022-23 presented by the Clerk in his capacity as Responsible Financial Officer.

The Clerk **agreed** to create an additional earmarked reserve for the Grass Cutting grant repayment to be taken from the £25,000 earmarked reserve agreed at the last meeting for the burial ground new plots project.

22/224. Finance – payments and receipts

a) Ratification of payment made since last meeting

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

<u>Reason</u>	<u>Amount</u>	<u>Payee</u>	<u>Power to act</u>
Clerk net pay March	£452.65	Geoffrey Ferres	s112 LGA 1972

Initialled: _____

Date: Wednesday 10th May 2023

b) Payments

None.

c) Receipts

The Clerk informed the Council that there had been two receipts since the last ordinary meeting totalling £684.56:

Reason	Amount	Payer
VAT refund 2022-23 Q3 Q4	£490.36	HMRC
Deposit account interest Q4	£194.20	Unity Trust Bank

22/225. County Councillor's report

BJ reported on the most recent meeting of the County Council where there was an issue regarding the Spare Seats Scheme.

BJ said the Lodge Hill planning application will go before the June meeting of the Planning and Regulation Committee.

BJ said about 20 areas were to experience a change in verge maintenance to encourage biodiversity.

22/226. District Councillors' report

ES gave a report. Since the Council's last meeting, a Planning Inspector has upheld VoWHDC's decision to refuse consent for a development near Grove, agreeing that VoWHDC had a five-year housing supply. This will help VoWHDC to ensure development only happens where it is appropriate under the Local Plan.

RP asked about litter on A34. ES explained it is VoWHDC's responsibility, but their contractors cannot collect any litter unless given permission by National Highways.

22/227. Planning matters

a) Notice of Submission of Further Information in relation to Application for Planning Permission Accompanied by an Environmental Statement (Regulation 25 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 as Amended) [MW.0027/22] [Consultation deadline: Monday 17th April 2023]

The Vice-Chair asked each member of the Council to give their views and then gave her own, as well as reporting on her conversation with the Chairman.

The Vice-Chair said the Environment Agency (EA) has given almost no new information other than that it intends to retain ownership of the field north of the village.

ES agreed that the documents confirm that the flood channel gives no significant additional protection to the village but pointed out the flood channel is supposed to protect over 50 homes elsewhere in the event of a once in 75 year flood event.

The Council **agreed unanimously** it does want a flood scheme of some description and **agreed** it does not support the scheme proposed by the EA.

The Council **agreed unanimously** to delegate the drafting of its response to its Flood Alleviation Committee and the Vice-Chair summarised the points made by members of the Council during the discussion which the Committee would reflect in its response.

22/228. Correspondence

The Clerk said he had this afternoon received a Temporary Traffic Regulation Order for a closure of a section of Parker Road between 5th and 30th June 2023. **Action: Clerk to forward to councillors and publicise via Shinfo**

LG raised the communications the Clerk had forwarded regarding the future of the Botley and Kennington surgeries. LG said she had attended the meeting on 21st March called by the Patient Participation Group for the Botley Medical Centre and the Kennington Health Centre.

22/229. Reserved business: Recruitment of new Parish Clerk

The Vice-Chair presented the report of the committee that had conducted the recruitment. The Committee had decided to make a conditional offer to Linda Morrison Allsopp and had taken up her reference. She has accepted.

The Council **agreed unanimously** to appoint her.

The Council **approved** the draft contract proposed by the Committee with a change to the notice period from one month to two months suggested by the Clerk.

The Council **agreed** a half-month overlap between the present Clerk and Linda Morrison Allsopp.

22/230. Next steps regarding Betty Lane

The Clerk showed the Council a 1930 Berkshire County Council map showing the planned construction of the bypass which he had just found among the Council archives held in the Village Hall. LG took charge of the map.

LG said she has not heard back from Kingerlee.

The Council accepted it might need expert advice in relation to the forthcoming public inquiry and **instructed** the Clerk to identify from where this might come.

The Council **agreed** to create a Legal Contingency earmarked reserve of £5,000 to be taken from the £25,000 earmarked reserve agreed at the last meeting for the burial ground new plots project.

Action: Clerk

22/231. Burial ground

The Council **unanimously agreed** the Clerk's recommendation that it increase its fees to match the increased fees for the Oxford City Cemeteries for 2023-24.

Action: Clerk

The Clerk reported the Council has received a Business Rates bill of £209.58 for 2023-24 from VoWHDC, an increase of 47%.

22/232. Neighbourhood plan

The Council **agreed** to defer this item to a future meeting in view of the pressure of business.

22/233. Co-options

The Clerk reported that he had been asked to search for application forms for one of his other councils and had found ones he considered well-designed from Nocton in Lincolnshire and Hertingfordbury in Hertfordshire.

Action: Clerk to send links to Vice-Chair

22/234. Annual Review of Systems of Internal Control

The Council **agreed** to defer this item to a future meeting.

The Clerk apologised for the fact he still had not completed this and sent it to the Vice-Chair for her approval.

The Vice-Chair volunteered to carry out the annual review of systems of internal control for 2022-23.

22/235. Maintenance issues

The Vice-Chair recommended giving careful attention to the handover to the new contractor, Tactical Facilities Management Ltd. **Action: Clerk**

LG reported litter in Betty Lane and was advised to report it via FixMyStreet. **Action: LG**

AC reported that a section of Manor Road is collapsing again and was advised to report it via FixMyStreet. **Action: AC**

AC also raised continuing concerns about the condition of the Devil's Backbone.

The Vice-Chair raised concerns about the culvert under the A34 and asked the Clerk to find out from BJ the name of an appropriate officer at OxonCC. **Action: Clerk**

22/236. Annual Parish Meeting 2023

The Vice-Chair and RP volunteered to purchase refreshments.

22/237. Grants Award Policy and Procedure

The Vice-Chair said she has not yet sent the Clerk a list of the things the Council cannot fund to include in the policy. **Action: Vice-Chair**

22/238. Business continuity

The Clerk undertook to send a list of the handover notes so far created to Linda Morrison Allsopp. **Action: Clerk**

22/239. Traffic issues

The Council **agreed** to defer this item to a future meeting in view of the pressure of business.

22/240. Community woodland

The Council **agreed** to defer this item to a future meeting in view of the pressure of business.

22/241. Oxford-Cambridge Arc/A34 Improvement Project

The Council **agreed** to defer this item to a future meeting in view of the pressure of business.

Time concluded: 9.22pm

Note: Minutes subject to approval at next Council meeting on Wednesday 10th May 2023.