

South Hinksey Parish Council

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Minutes of the Meeting of South Hinksey Parish Council held at 7pm on Monday the 3rd of July 2023 in the South Hinksey Village Hall

Present: Cllrs Clayton Goodhead, Jones (Chair), Maitland and Peacock.

In Attendance: L Morrison Allsopp Clerk and RFO, Cllr Johnston OCC, Cllr Smith VoWHDC and three members of the public.

23/58. Apologies for absence - Cllr Hallett (VoWHDC).

23/59. Declarations of Interest

All Councillors declared an interest in
The Flood Alleviation Scheme
The A34 Noise Reduction

23/60. Approval of the draft Minutes of the Annual Council Meeting held on the 10th May.

With the exception of Cllr Clayton, who had not been present, Council approved the minutes as a correct record.

23/61. Public questions, comments or representations

The three members of the public present chose to speak to the Betty Lane item, later in the agenda.

23/62. Reports from County and District Councillors

Cllr Johnston – The Lodge Hill application did not go to OCC Planning Committee in June. It required a full public consultation period and some reports were late delaying the process even further. Cllr Johnston is hoping it will be on the agenda for the next meeting and he will speak to it. The introduction of a weight limit on Hinksey Hill, is progressing well to a positive conclusion.

Question re Botley road closure for work on the rail bridge – unexpected brick works under the bitumen has resulted in 10 days extra work but after rescheduling they still expect to meet the October deadline. The whole station will be closed from 29th July to 2/3 August for work on the east/west rail line, going to Milton Keynes. It will use new rolling stock.

Cllr Smith – report previously circulated. Air quality Action Plan consultation closes 27th July.

Cllr Jones - Diffusion tube at end of Manor Road, there since 2019 but not received any data apart from a partial report. Cllr Smith will forward link to the data. Also particulate monitoring another idea for around the A34. Any necessary journeys should be on the main routes. Ring road A34 passes through village as well as Botley. Has an effect on the health of parishioners. LTNs pushing traffic out of Oxford City resulting

in increased traffic on the A34 going through the Parish. Item for next meeting including data from the tube.

Climate Action Fund closes in a couple of weeks. – has been advertised in the Parish.

Noise from A34 - Environmental Health measure the noise.

23/63. Review of Actions from the Minutes

Report on progress of outstanding items which do not require further decision.

23/09

Insurance

Insurance cover from BHIB for the twelve months commencing 1st June 2023 at a cost of £364.67 for one year or a three-year deal paid yearly at a cost of £389.50 per year. **Insurance details have been updated and renewed and BHIB are aware payment will be late. Now completed and Documents received**

23/10

Finance - Payments

Council reviewed and agreed the payments for:

Oxford Direct Services Trading Ltd, £410, Allsworth burial, fee for the interment

Oxfordshire Association of Local Councils, £132, Cemetery management training course for Clerk

Oxford Direct Services Trading Ltd, £410, Porter burial, fee for the interment.

Payments not made because of the delay to completing adding the New Clerk to the Unity Trust Bank Account. Now Completed

23/34

Clerk's contract

The Council agreed the following amendments to the Clerk's contract.

Notice period amended to two months on both sides.

Annual Leave to be brought in line with National Agreement.

Pay day to be specified as the final working day of the month.

Chair to Action Completed

23/44. Reports from Working Parties

a. Betty Lane Cycle Path

i) Agreement to pursue the project.

ii) Proposal Working Group brings together a plan of action to bring to next meeting.

Completed

iii) Check if email response was sent to the Barneys. **There is no record that the requested email was sent. Completed**

iv) Approach Roger Taylor's firm of solicitors for a quote. **Completed**

v) Working Party to approach the Barneys for a meeting on Site to discuss a way forward. **Completed**

vi) Meeting with Simon Escreet to discuss establishing ownership of the disputed piece of ground. **28th June Meeting**

23/45. Audit 2022-23 - Notice of Public Rights Completed

23/46. Approval of Receipts and Payments against Budget since last Council Meeting.

balance of £1,379.20 for the Noticeboards be covered by the Maintenance Budget and the £39.50 be vired from Maintenance to Insurance. **Completed**

23/47. Forestry Commission Grant – removed from the Budget. **Completed**

23/49. Standing Order Payment of Salary. Completed

23/50. Expenses and Home Working Allowance - to pay the Clerk for the unexpected additional work 15 hours at £16.64 per hour £249.60. **Completed**

Cllr Jones reported that she and Cllr Goodhead will meet with the Clerk to review the situation after three to four months. **Action Point**

23/51. Appointment of Internal Auditor for 2023-24 - to appoint Mulberry as the Internal Auditor for 2023/24. **Completed**

23/52. Quote for installation of Notice Boards – _accept the quote of £750.00 Total. **Completed**

23/64. Clerk's Report

Notice Boards

These have been installed. The village one is so tall that it requires me to use a step to insert the notices and Wayne Prescott who is 6' had to use the step to unlock the top lock. I can only use the bottom lock.

Unity Trust Bank

At the time of writing, Geoffrey is still the Administrator on the Unity Trust Accounts. The second lot of paperwork covering this change is still being processed.

Handover

As and when I get contact details for the organisations that SHPC works with, I am changing the details they hold to the new ones.

Public Rights

So far there has been no request for information.

COUNCIL MATTERS

23/65 Governance and Consultations

a. 20mph Speed limit Paper 3

Change from 30 to 20 speed limit in the village. Parker Rd remains at 60mph, National Speed Limit, with no buffer zone planned between 60mph and 20mph. Discussion on whether village limit should be 20 or 30 mph. Pedestrians, including school children accessing the school bus stop, use Parker Rd. It has no continuous pavement, forcing pedestrians to cross the road. It is no different to Manor Road or St Lawrence Rd. Parker Rd provides access to the Burial Ground for funerals and has two narrow blind corners. The benefits of 20mph applies to the whole village and it should apply to the whole village which includes Parker Road. It is not the village ring road. Consultation is open to all Parishioners for comment as well as the Parish Council. **Proposal to have 20mph speed limit sign at chicane coming off A34 and repeaters at Manor Road and St Lawrence Rd. Unanimous agreement. ACTION POINT**

23/66. Reports from Working Parties

a. Betty Lane Cycle Path

A Member of the Public spoke in favour of use of the footpath/cycle path and expressed concerns about the dogs at Wrens Hobbit since she like many others are afraid of dogs. Historical use of the route can make it a Right of Way and there are Parishioners who will supply Statutory Declarations

to that fact. Need for a cycle path to join with the Bridleway. There should not be an impediment between the Hill and the village. A large hollow has been dug out and fly tipping is going on. This can be reported to National Highways since it is on their land.

Only the original owners of the land can take ownership if the Stopping up Order is upheld and Owners of Wren's Hobbit have said they are not the owners of the land the road sits on.

Include the history of the Planning Application in the submission as background. **ACTION POINT**
Clerk asked to seek more information on type of inquiry, venue and date for submissions. **ACTION POINT**

Proposal to fight the Stopping Up Order and ask a Parishioner who has volunteered to do so, to look over the evidence for submission, but not offer advice. To hold an extraordinary Meeting on a date to be agreed. Agreed unanimously **ACTION POINT**

i) Programme and Plan of Action Paper 4

Cllr Maitland summarised the report and has also spoken to the working party in Wootton. Proposal Appendix A. Give wider remit for cycle way as a green travel plan. Also provides green access to Oxford City. Access to Primary schools. Discussion with the Garden Centre who are supportive. **Unanimous agreement to accept the Programme and Plan of Action.**

Costs – Working Party authorised to investigate the costs of cycle path and grants available. Cycling Officer and Green Travel Officers, possible sources of information and assistance. Funding not the first priority.

ii) Feedback on discussions with Interested Parties

Suggested - Architects across from Betty Lane may be willing to offer advice. **ACTION POINT**

Discuss with cycling groups in Oxford and have a petition. **ACTION POINT**

iii) Information from Oxfordshire County Council.

iv) Feedback on discussions with Land & Property Registration

They are finding out who owns the land under the road and also the other piece of land.

Need Statutory Declarations from people living on the Hill. Can present a case on why we want the land. Will pursue objection to the Stopping up Order and put together a submission 30th August Meeting already in the diary. Agreed unanimously. **ACTION POINT**

Informal discussion with owners of Wren Hobbit – Working Group feel a more formal approach from the Council is appropriate on site. Invitation to be issued by the Clerk. Working Party to provide date and time. **ACTION POINT**

v) Quotes from Solicitors

None obtained.

b. Flood Alleviation Scheme

Nothing to report.

c. Woodland

Cllr Maitland did a tour and will go back in Autumn, when it is easier to see individual trees. He has made contact with the Planting Officer, Woodland Trust. Wildflower Meadow looking good.

d. A34 Noise Reduction

Cllr Peacock reported meeting scheduled for tomorrow night of Parishioners to discuss the options. Agenda for next meeting. **ACTION POINT**

a. Approval of Receipts and Payments against Budget since last Council Meeting.

	Payee	Description	Method of Payment	Total Amount including VAT £	Budget Code	Budget Total £	Budget Balance £
Paid - expenditure previously approved at Council Meeting or urgent /regular payments							
1.	Oxford Direct Services	Burial Ground hire and empty of waste bin June	DD	43.32	9	3,000.00	2956.68
2.	VoWHDC	Burial Ground Business Rates June	DD	52.00	9	3,000.00	2737.29
	Staff costs	Additional payment as agreed 12.06.23	BT	249.60	7	7,750.00	6316.36
For Approval							
	Staff costs	Net staff costs June	BT	416	7	7,750.00	5900.36
3.	Village Hall	Meeting costs 2024 Jan-Mar	BT	84.00	12	300.00	216.00
4.	Vodafone	Sim Card covered by Clerk	BT	10.00	15	300.00	270.00
5.	G Wayne Prescott	Noticeboard Installation	BT	750.00	8	2081.30	1001.30
6.	Viking Supplies	Office Supplies covered by Clerk	BT	41.60	15	300.00	258.40
8.	HMRC	Payment Q1	BT	163.70	7	7,750.00	5736.66
		All attached invoices have been checked as correct by the Clerk.					
Receipts							
7.	Griffiths	ERoB and Interment		5275.00			
Explanations							
Invoice for Business rates received last year in October							

Cllr Goodhead is not happy with the installation of the Hinksey Hill Noticeboard. She will discuss with the contractor.

Proposal to delay the payment for Noticeboard Installation until Cllr Goodhead has spoken to the Contractor and to agree the rest. Unanimous Agreement. **ACTION POINT**

23/68. Planning applications –

New Applications			
Ref	Address	Proposal	Deadline
P23/V1472/HH	Thickets Hinksey Hill Oxford	Demolition of existing Garage and sheds and replace with 2 Bay Garage.	14/07/2023

Comment: South Hinksey Parish Council (SHPC) objects to this planning application. This planning application is one of many for this site. The applicant already has permission for a substantial new house, replacing the original, which includes the volume of these outbuildings. An application for a three car garage has already been refused and there is already an agreed planning application which includes

nine car parking spaces. It is an inappropriate development in the green belt and not in line with Current Approvals. It is too close to the Highway contrary to the character of the area.

Unanimous agreement that the comment be submitted to VoWHDC Planning. **ACTION POINT**

23/69. Issues with Parker Road TTRO –

Three days worked out of the 5th to the 30th of the Order and the road was opened three days early. The work has not been completed and a further order will be required. Parish Council accept work must be done but rely on OCC and Thames Water to properly organise the work to keep the period as short as possible. Clerk unanimously asked to write to Highway Authority, Northavon and if possible, Thames Water to express the concerns of the Parish and that the closure of Parker Road makes Manor Road unsafe. **ACTION POINT**

23/70. Hinksey Hill and Decision not to replace the White Lines – recommendation from Oxfordshire County Council to trial no white Lines on the road.

Council unanimously agreed to no white lines in centre of the road, but need to be at the bus stop. **ACTION POINT**

23/71. Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required (other than adding to the agenda for a future meeting)

No correspondence not already circulated.

23/72 Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Monday 21st August.

Date of next meeting 30th August 2023

Meeting closed at 20.55.