

Minutes of a meeting of **South Hinksey Parish Council** held on **Wednesday 9<sup>th</sup> May 2007** in the Village Hall in South Hinksey.

**Present:** Councillor Mrs M. Rawcliffe – Vice-Chairman (In the chair)  
Councillor C. Briffett  
Councillor Mrs S. Gray

**In attendance:** Anne Wilson Parish Clerk

**1/07 APOLOGIES FOR ABSENCE**

**RESOLVED** to note apologies from Councillor P. Saugman

**2/07 ELECTION OF CHAIRMAN**

**RESOLVED** to elect Councillor P. Saugman as Chairman of South Hinksey Parish Council for the ensuing municipal year.

**3/07 ELECTION OF VICE-CHAIRMAN**

**RESOLVED** to elect Councillor Mrs M Rawcliffe as Vice-Chairman of South Hinksey Parish Council for the ensuing municipal year.

**04/07 CO-OPTION OF A COUNCILLOR**

The Parish Clerk explained the procedures for the filling of the vacancy following the recent elections (although no elections had taken place in the parish) when a vacancy had occurred due to only four people instead of the required five standing for the Parish Council.

**05/07 DECLARATIONS OF INTEREST**

**RESOLVED** to note that there were no declarations of any personal or prejudicial interest received.

**06/07 MINUTES**

**RESOLVED** to confirm the minutes of the Parish Council meeting held on Monday 2<sup>nd</sup> April 2007.

Members noted that the new Parish Clerk had sent her apologies for the meeting on the 2<sup>nd</sup> April 2007 but they had not been recorded.

## **07/07 MATTERS ARISING**

- Councillor Briffett was not happy with the way in which it had been recorded that he had stated that there were problems with the web masters. He had reported a comment made by a parishioner.
- Councillor Briffett asked the Parish Clerk to e mail him a copy of minutes once they had been agreed by Council then he would ensure that they were uploaded onto the website. It was agreed that they should be in PDF format so no changes could be made to them. The Clerk asked if it were possible that she could have direct access to the website for ease of updating Council information and it was agreed that this should be looked into.
- Councillor Briffett stated that he had hoped to have the result of the lottery application for a £10k grant but it was likely to be the end of May/beginning of June before the result was known.

## **08/07 WOODLAND PROJECT PROPOSAL**

There was nothing to report.

## **09/07 COMMUNITY LAND PROPOSAL**

The Parish Clerk reported that she had received a response with regard to the community land proposal from Oxford City Council and would look further into the matter before reporting at the June meeting.

## **10/07 CORRESPONDENCE**

**RESOLVED** that members noted the following correspondence:

- Vale of White Horse – Village Hierarchy Review – Information was required about the Parish Council for the beginning of their Local Development Framework Process. The Clerk confirmed the contents of the existing information was correct. The visiting fish man was added to the facilities available within the parish.
- Code of Conduct Review – A full report on the changes would be taken to the Parish Council Meeting in June for members consideration of the adoption of the new Code of Conduct. Councils need to adopt the new Code by October 2007 or automatic adoption is put in place.
- Oxfordshire County Council – The legal paperwork for the Minor Highway Maintenance Agreement had been received.

- Vale of White Horse – Licensing Policy for Hackney Carriages/Private Hire Vehicles consultation – unfortunately the closing date for this was the 2<sup>nd</sup> May.
- Vale of White Horse – letter re VWH Council’s Reservoir Advisory Group and lack of response from Thames Water.
- Oxfordshire CC – Minerals and Waste Local Development Framework, Minerals Site Proposals and Policies Development Plan Document Issues and Options Consultation April 2007 (Regulation 25). Closing Date for comments 25<sup>th</sup> June 2007.
- Littlethorpe of Leicester – Bus Stop manufacturers. There is currently financial assistance of up to 90% from Oxfordshire County Council.
- OALC – Nominations for the Executive Committee and Invitation to the Annual General Meeting on Monday 11th June. Apologies would be sent from the Parish Council.
- Copy of Clerks and Councils Direct
- Oxford City Council – Telecommunications Supplementary Planning Document – Draft for Consultation. Closing date Friday 8<sup>th</sup> June. Councillor Briffett would report on this matter at the June meeting.
- Victim Support Oxfordshire and Buckinghamshire – Fundraising 2007/2008 asking for financial support. Members confirmed that their policy of only giving grants to groups within the parish.

## **11/07 CHEQUE PAYMENTS**

**RESOLVED** that members agreed to the following cheque payments being made:

*OALC* – New meeting notices and Powers and Constitution booklet £9.00

*Mrs A Wilson* - £59.99 for new Parish Council mobile phone telephone and £20 for credit for telephone Total £79.99 (chq to be made payable to Mint)

*Mrs A Wilson* - £5.49 for storage box for Council paperwork and £5.23 for stationery Total £10.72

**FURTHER RESOLVED** the cheque signatory mandate be updated so that any two Councillors may sign the cheques on behalf of the Parish Council. Councillors present signed the mandate.

## **12/07 PLANNING APPLICATIONS**

Members made the following comments:

**SHI/15419/2-Renewal** – The Copse, Hinksey Hill  
Renewal of Planning Permission SHI/15419/1 for the erection of a three storey extension.

**RESOLVED** that members have no objections.

**SHI/1753/11** – Isis Works at St Lawrence Road, South Hinskey  
Addition of 1 window to north elevation, omission of roof light to east elevation (Unit 4)

**RESOLVED** that members have no objections.

## **13/07 FLOODING MATTERS**

Members reported that on the Old Abingdon Road Bridge that there was slight flooding related to the builders using dumper trucks.

On John Peers Lane the side of the ditch has collapsed. Peter Deller was coming to have a look at the problem and take what ever action he considered necessary. Councillor Briffett was not certain this visit had taken place and therefore members **RESOLVED** that the Parish Clerk should write to Mr Deller asking whether he had visited and what remedial work would be carried out.

## **14/07 RISK ASSESSMENTS**

The Parish Clerk as she was new in post suggested that it would be beneficial if she had a walk around the village to carry out the risk assessment. Councillor Mrs Rawcliffe offered to accompany the Clerk which was gratefully accepted.

## **15/07 ANNUAL ACCOUNTS**

**RESOLVED** that members accept the Annual Accounts and the Internal Audit for the 2006/2007 financial year which were prepared by the outgoing Parish Clerk Mr David Wilkins.

## **16/07 PARISHIONERS MATTERS BOUGHT BEFORE THE PARISH COUNCIL**

- **RESOLVED** that the Parish Council would purchase a green wheelie bin for the burial ground.

- **RESOLVED** that Councillor Briffett would give the burial ground maintainer litter pickers that he had from a previous village event.
- **RESOLVED** that further thought needed to be given to how a recycling swap shop could work in the parish. It was a possibility that the parish website could be used. It was agreed that the village hall was not a good place to hold a swap shop due to the responsibility of those who organise such an event to dispose of all the goods not swapped at the end of any event.
- Concern was expressed about the planning application for the additional car park for the General Elliott. The decision was expected the day before the meeting. Members asked that a clause that the site could not be used for travellers be included in wither the approval or if not approve then in the refusal.

**RESOLVED** that the Parish Clerk would look into the result of the Application and make the additional observations/comments on the application.

No notification of the planning application had been seen posted in the vicinity of the public house and therefore members were concerned as to whether the village knew about the proposals.

Concern was also expressed about the ownership of the roadway/footpath/bridleway to the proposed site for the new car park.

**FURTHER RESOLVED** that the Parish Clerk would establish ownership.

## **17/07 ANY OTHER BUSINESS**

- Members noted that in the last 2 or 3 weeks the A34 had had a new kerb put in adjacent to the slip road and turnoff on the north bound carriageway and a new strip of tarmac on the inside lane.

Concern was expressed about why only partial repairs had been carried out when the number of pot holes in the middle lane was unacceptable. Members agreed that these could be the potential cause of an accident.

**RESOLVED** that the Parish Clerk would write to the Highways Agency expressing concern and asking for repairs to the middle lane be carried out.

**FURTHER RESOLVED** that the A34 should be an item on every agenda of the meeting of the Parish Council.

**18/07 DATE OF NEXT MEETING:** Monday 4<sup>th</sup> June 2007 at 7.30 p.m.

Signed: ..... Date: .....  
Chairman