

## Minutes of the South Hinksey Parish Council at South Hinksey Village Hall

Tuesday 12th May 2009

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**Present:** Sarah Balaam, Clive Briffett (Chair), Sheridan Edward (Clerk), Liz LeFevre, Maggie Rawcliffe (Vice-Chair).

**Parishioners:** Peter Rawcliffe, Linda Slater, Jo Slater

### Parishioners' Comments

**Flooding.** PR highlighted the seriousness of flooding in the village. PR felt that in the event of a severe flood, up to half the houses in the village would be affected and therefore Oxford Flood Risk Management Strategy was of the utmost importance. After much consultation with other parishioners, he urged the Council to give its formal support to Option 9. CB raised concerns about the potentially close proximity of the channel to the village and disruption during the construction phase. After some discussion, it was agreed that the Council formally support Option 9, but that concerns with regard to disruption during the construction phase and the ecological impact should be raised. **Action: SE to draft response, circulate for comments, and submit to EA by 13/05/09.**

**Burial Ground.** PR reported that good progress had been made on the wildflower area. Plug plants were being delivered and volunteers would look after them before planting in the autumn. PR was also preparing an application to the Doris Field trust, with the aim of raising £500. PR had also consulted with Jeremy Biggs with regard to establishing a pond. **Action: PR to arrange for test digs and forward Doris Field application to SE for completion.** It was advised that test holes be kept to a minimum size and be properly protected to prevent any accident occurring. LS suggested notices be erected on site to explain why certain grass areas were not close mown. **Action: PR agreed to organize this.**

### 1. Election of Chairman

The Council reelected Clive Briffett as Chair of the Council.

### 2. Election of Vice-Chairman

The Council reelected Maggie Rawcliffe as Vice-Chair of the Council.

### 3. Apologies

Elizabeth Halcro

### 4. Declarations of interest

None

## 5. Minutes of 6<sup>th</sup> April Meeting

Read and agreed.

## 6. Matters Arising

- a) **Ramps.** No update.
- b) **Ditch clearance.** NPS have completed the work.
- c) **A34.** No update. **Action: SE to chase up results of air pollution tests.**
- d) **Old car park.** LPA had advised that state of site didn't warrant further action on their behalf, but they had been in touch with Goldace to reiterate the Council's objections. The LPA also reported that the land was originally purchased for the purpose of development, but the LPA felt that it should remain part of the pub and was against any other development. SE suggested that the Parish Council could ask to hire the area as community land for a nominal rent in return for taking charge of the maintenance of the land. **Action: SE to approach Goldace.**
- e) **Speed controls.** No action as yet taken. **Action: SE to request movement of 30mph sign.**
- f) **Sewage.** SB had received no reply from the other Parish Councils. **Action: SB to forward text to SE to send formal letter.**
- g) **Free trees.** CB reported that it was the wrong time of year for this now, and would be put on hold until November.
- h) **Planning application** for a barn conversion at Manor Road. SE had submitted a letter stating that the Council had no objections to the development, but stressed the need to retain the equestrian activity in the village and raised concerns regarding on-street parking.
- i) **Risk Assessment.** SE had updated the risk assessment and forward to Council. **Action: SE to action points raised by the risk assessment.**
- j) **No 1 Chilswell Path.** SE and CB had spoken to Paul Yaxley from the LPA who raised concerns about various equestrian buildings without planning permission. He also advised that any rubbish on the Council's land is the responsibility of the Council. CB confirmed that all obstructions on council land had now been removed and future access will be prevented with the planting of a new hedge. **Action: SE to ascertain ownership boundaries particularly of verges to the path along the property frontages and forward plans to LPA.**
- k) **Community Grassland.** CB had spoken to Nick Frearson and reported that Nick's current arrangement with Defra would end in October 2011, but that after that he would be looking to enter the Higher Stewardship Scheme and would be interested in converting the land currently leased from the Council to a conservation area. In the meantime wildlife and plantlife would be monitored on site.

- l) **Council House Sale.** MR had contacted OCC to ask that the area be cleared, but this had not happened. **Action: SE to contact LPA to request assessment, and copy letter to OCC.**
- m) **Flood Plan.** No action as yet. **Action: SB to follow up.**
- n) **Parker Road.** NPS had started work clearing this. **Action: SE still to ascertain ownership of land.**

## 7. Finance – Payment and Receipts

### Payments

South Hinksey Village Hall – hire	£165.00
Vanessa Winchester – burial ground survey	£25.00
OALC – annual subscription	£126.26
Auditing Solutions – internal audit	£207.00
Maggie Rawcliffe – photocopying expenses	£8.20
Sheridan Edward – postage expenses	£7.12
Clive Briffett-meeting and telephone expenses	£37.74

### Receipts

None

## 8. Planning Applications

None.

## 9. Correspondence

OALC AGM on 08/06/09. **Action: SE to forward email.**

## 10. Approval of 2008/9 End of Year Accounts

SE reported that the accounts showed the Council was in a comfortable financial position, with a total surplus of £4,697, bringing bank balances to £10,218. The surplus was due to several factors, inc: £3200 from the sale of land at Chilswell Path, an underspend on clerk salary due to the vacant post and £1000 outstanding on grants to St Laurence Church and the Village Hall.

On the advice of the internal auditors, the proceeds from the sale of land have been placed in a fund ringfenced for capital spending.

SE also noted that although the Community Woodland fund showed a deficit of £2621, the recent grant of £4500 from the Forestry Commission and a VAT refund of £1630 put the fund in a very healthy position.

The Council approved the 2008/9 Accounts and thanked SE for his work.

## 11. Internal Audit Report

SE reported that the internal audit had been completed and reported on the recommendations of the auditor. SE reported that actions had or were being taken to address all of the recommendations and that he would be reporting back to the auditor shortly.

The auditor recommended that the Council adopt the Model Scheme of Publication to comply with the Freedom of Information Act. SE circulated the Model Scheme of Publication and information on availability of the Council's documents. Council adopted the Model Scheme of Publication.

## 12. Community Land Report

A meeting was held by CB with Nick Frearson, the farmer, and interested villagers to discuss the council's proposal to enclose and gate land to the rear of the village hall. A smaller area located to the rear of June Ellis's garden was agreed and access gates would be subject to measurement on site. Nick confirmed he could offer a price for these including erection. It was decided to hold over any enclosure or gates for this year to see how use of the field without would work. An event was planned for June 20<sup>th</sup> to test this out. The council confirmed it wished to obtain formal written permission previously obtained by email from the Oxford City Council. **CB would advise SE on the contact person.**

## 13. Oxford Flood Risk Management Strategy

See Parishioners' Comments.

## 14. Green Belt South East Plan

CB reported on the recent completion of the South East Plan on 6<sup>th</sup> May accessible through the website. A new housing development for 4000 dwellings on land along Grenoble Road near Blackbird Leys was now included and he highlighted the possible implications to the continued integrity of the Oxford Green Belt. The OGBN will be monitoring progress and advising us in due course of any planning applications.

## 15. Any Other Business

- a) **Agenda.** It was suggested that the Council publish the agenda in advance for parishioners. **Action: SE to forward future agendas to Linda Slater to forward on SHInfo.**
- b) **Free-campers.** SB reported that free campers were currently staying on Nick Frearson's land and asked the Council to be vigilant. **Action: SE to raise with Nick Frearson.**
- c) **Noticeboards.** CB and LL expressed concern on the lack of progress in getting the boards upgraded. SE contacted the builder and requested action soon. The nameboards for the top of the boards will need to be ordered separately. **Action: SE to obtain quotes.** CB suggested that more information regarding the Council should be posted on the noticeboards. Council agreed. **Action: CB to prepare.**

- d) **Burial Fees.** Following an enquiry, SE highlighted the need for the Council to set a policy with regard to refunds of exclusive rights of burial. Council agreed. **Action: SE to draft policy.**
- e) **Echo.** CB confirmed he prepared a short report on the current council activities which would be circulated in the next two weeks.
- f) **National Probation Service.** Weekly work continued on Mondays. The previous day, the woodland site was worked on and the week after the top of Hinksey Hill would be cleared of rubbish weeds and overgrowing bushes. LL to coordinate. Further work was scheduled for Parker Road (MR) ,Betty Lane and the woodland (CB). SB suggested clearance of obstructions in the field ditch near the General Elliott might be undertaken.

**Date of next meeting: Monday 1<sup>st</sup> June 2009 at 7:30pm**