

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

Monday 7<sup>th</sup> September 2009

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**Present:** Clive Briffett (Chair), Sheridan Edward (Clerk), Elizabeth Halcro, Liz LeFevre, Maggie Rawcliffe (Vice-Chair)

Arash Fatemian (Cllr, OxonCC), Jake Collinge (on behalf of Vale Brewery)

**Parishioners:** None

### 1. Parishioners' Comments

None.

### 2. Apologies

Sarah Balaam, Gareth Jennings, (Cllr, VWHDC)

### 3. Declarations of Interest

None.

### 4. Report from Vale Brewery

Jake Collinge, an independent consultant working on behalf of Vale Brewery, presented the Council with a planned development for the General Elliot pub. He stated that the brewery was committed to reopening the pub. The plan would create eight B&B-style lettings, including ground-floor disabled accommodation. The footprint would remain relatively unchanged but the current single-storey extension would become three-storey to match the original building. JC was due to meet with the LPA the following week to discuss the application. The Council welcomed the application and extended its support to the brewery, but raised the issue of potential traffic access problems. Several options were discussed, and it was felt that this should be addressed as the development progressed. MR also requested how many people covers the pub would be catering for. A set of plans was left with the council for consideration of preliminary comments. Jake confirmed he would be consulting with Steve Walker of the VWHDC office in a few days. **Action: JC to email MR with covers. Council to submit any feedback to JC.**

### 5. Minutes of June 2009 Meeting

Read and agreed.

## 6. Matters Arising

- a) **Flooding.** CB reported that the NPS were unable to clear the ditch due to H&S issues. A meeting was held in the meadow on 30<sup>th</sup> July with Peter Dela of the VWHDC and MR//CB/EH/Richard Kind and Peter Rawcliffe were present to discuss possible options of undertaking engineering works to assist water to flow downstream more efficiently to Redbridge in the event of further floods.
- b) **Burial Ground.** SB had obtained a quote for pruning the laylandii. However, Rev James Wilkinson had approached VWHDC and was hopeful they would do the work. **Action: EH to monitor.** The Council also agreed that the concrete containers in the burial ground be removed. **Action: SE to obtain quotes.**
- c) **Speed controls.** The County Council had rejected the request to move the 30mph sign. Council agreed not to pursue.
- d) **Chilswell Path rubbish.** CB reported that the site was in a better state. However, it was noticed that rubbish still continued to be dumped along Chilswell Path road to Wyevale despite regular collections being made by councillors. **Action: SE to investigate how the issue is managed elsewhere.**
- e) **Parker Road verge.** SE had spoken with John Beaumont from the County Council and was awaiting details of the roadside maintenance agreement to be sent by post.
- f) **Southern Oxfordshire Leader – Grants for community projects.** There had been no action on this. **Action: CB to investigate and advise EH.**
- g) **Parking.** CB and MR met with Martin Lyons with regard to the possibility of creating a car park for Church Close residents. CB had not heard back. **Action: CB to chase.**
- h) **Roadside maintenance.** CB and SE had contacted Matthew Ellett to obtain a quote for removing the weeds from the roadsides. **Action: SE to chase.**

## 7. Finance – Payments and Receipts

### Payments

BDO Stoy Hayward	External Audit Fee	£327.75
Le Fevre	Expenses	£15.48
DJ Cullen	Notice boards x 3	£1265.00
Briffett	Expenses	£80.52
Edward	Clerk wages	£334.62
Matthew Ellett	Jun / Jul grass cutting	£736.00

### Receipts

FoSH	Bounced cheque fee	£8.00
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## 8. Planning Applications

None.

## 9. Correspondence

- a) **External Audit Report.** SE had received the report for the year ending 31<sup>st</sup> March 2009. Three issues were raised: i) no risk assessment had been carried out in 2008/9, ii) fidelity guarantee was too low and iii) the internal auditor had raised various concerns about internal financial systems. SE confirmed that the Council now had a current risk assessment, fidelity guarantee was increased in June and the internal auditors recommendations had all been acted on.
- b) **VWHDC Flood Grants.** SE reported that £50k was still available for projects to improve local flood protection. SE forwarded the information to CB. **Action: CB to investigate.**
- c) **ORCC Subsidized Bus Services.** ORCC had sent letters to rural parishes offering support and advice about approaching the County Council to improve subsidized bus services. SE forwarded the information to EH. **Action: EH to investigate.**

## 10. County Councillor's Report

AF reported that August had been a quiet month, but that an extraordinary meeting of OCC had been called to discuss revising the bi-monthly Council sessions so that the questions session for members of the public was shortened and a themed debate session be introduced to discuss wider issues of public interest. Also, it was proposed that Cabinet sessions be opened to the public to ask questions.

AF stated that he would be announcing drop-in surgery dates soon, but he hoped it would be on the second Saturday of each month between 10-11am in the Village Hall.

At the Council's request, AF also stated that he would investigate the possibility of a 20mph zone being introduced in the village.

## 11. District Councillor's Report

AF reported that Gareth Jennings would send a report by email to SE.

## 12. A34

Evan Harris, the local MP, met with CB, MR and EH in the Village Hall on 20th August and will submit a report of the meeting. **Action: CB to chase report.** CB reported that Evan Harris felt it was very doubtful that a 50mph zone could be introduced on the A34 by the village, and also suggested that parishioners try to fund a sound barrier which councillors found unacceptable.

Tim Williams, County Council, had visited and agreed to look into installing an air pollution monitor at No 1 Manor Road. **Action: EH to monitor.**

## 13. Community Land

Martin Lyons had sent CB the outline of an agreement for the hire of the plot at the rear of the Village Hall for use as Community Land. The agreement would be for 5 years. There would be an initial fee of £250 to cover legal costs and then £100 per annum. In addition, there would be costs for the erection of fencing. SE was still chasing Goldace about the possible use of the old car park and hoped to have news shortly. **Action: Council to review all possibilities once Goldace proposal was received and then respond to OCC.**

## 14. Notice Boards

At the last Council meeting, the Council agreed that a notice board be erected in the Burial Ground and CB agreed to obtain a quote from Dave Cullen. A notice board had subsequently been erected but the final approval for its design had not been obtained from the Council. CB had felt that the Council were happy with the notice boards already in place and that Council previously discounted more expensive designs. In addition, he hadn't foreseen that the work would be carried out so swiftly before Council could approve the work.

SE reminded the Council that under the Financial Regulations approved and adopted by the Council earlier in the year, all capital expenditure needed to be approved by both Council and the Clerk before orders placed.

The Council felt that although the board was suitable for general notices, the standard was not high enough for the burial ground. After discussion it was agreed that the burial ground notice board be moved to the path by the General Elliot and a simpler sign be erected at the Burial Ground. **Action: MR to finalize designs and positioning of both boards and present to the Council at the next meeting.**

## 15. Flu Pandemic

LLF had attended "Help your village in a Flu Pandemic" meeting and felt that South Hinksey required a more comprehensive plan for assisting vulnerable parishioners. It was agreed that LLF design a leaflet to be distributed giving advice and including numbers of volunteers who could help with tasks should someone fall ill. MR and EH volunteered to help. **Action: LLF to design leaflet.**

## 16. NPS Work

The NPS had now finished working in the parish and they confirmed that the experience of working in our parish was most enjoyed by all. Councillors were keen that they return at some point, possibly next spring, and offered their support to assisting with the work.

## 17. Flooding

MR circulated a report from Peter Rawcliffe on the progress with the flooding measures. It was reported that work had already started on the railway access road.

## 18. AOB

- a) **Wildflower Area** Peter Rawcliffe submitted a written report on progress made on flooding, railway bridge ramp and wildflowers at the burial ground. On the Wildflower Area, Peter reported that this summer had been a success and good progress had been made for next year.
- c) **Church Close.** EH asked that SE write a thank you letter to Paul Owen of 8 Church Close for his work in tidying the area around. Council agreed. **Action: SE to write letter.**
- d) **Free trees.** Council had previously agreed to the planting of free trees around the parish, however, the time of year had been wrong. CB suggested that now was the right time to arrange. **Action: CB to investigate.**

**Date of next meeting: Monday 5<sup>th</sup> October 2009 at 7:30pm**