

Minutes of the South Hinksey Parish Council

at South Hinksey Village Hall

Monday 6th September 2010

Present: Tom Barron (from item 4), Sheridan Edward (Clerk), Elizabeth Halcro, Liz LeFevre, Maggie Rawcliffe (Chair)

Arash Fatemian (Cllr, OxonCC) from item 9

Parishioners: Mariette Pringle

1. Apologies

Sarah Balaam (Vice-Chair)

2. Declarations of Interest

EH and MR – Village Hall

3. Parishioners' Comments

MP asked the Council's assistance to clarify the boundaries of the land purchased by MP from the Council in 2008.

Action: SE to check documents and contact MP with details.

4. Minutes of July 2010 Meeting

Page 1 and Page 3 – Mrs C Bennett should read Miss C Bennett

Read and agreed.

5. Matters Arising

Burial Ground. SE yet to contact Matthew Ellett about maintenance around headstones and collection of debris from around leylandii. **Action: EH to talk to Matthew Ellett.**

Limiting speed on A34. SE had contacted Richard Fairbrass at Enterprise Mouchel who maintain the A34 on behalf of the Highways Agency. He confirmed that the HA were considering restricting speed along a stretch north of the Botley Interchange. EH and LLF confirmed that they had been told that the speed limit south around South Hinksey was being considered. **Action: SE to confirm with Richard Fairbrass.**

Stile on Betty Lane. SE reported that the work had been carried out, although they had repaired the stile rather than replacing it with a gate.

Church Close Barrier. EH had received a quote from Dave Cullen for c.£500 and was chasing Ian Matten at VoWH to get permission and ask whether they would be willing to contribute. **Action: EH to chase Ian Matten.**

Devil's Backbone. Councillors reported that the new bridge had been completed to a very high standard and were very happy with it. It was also reported that although the City Council had carried out some work on clearing the undergrowth, some work was still outstanding. **Action: MR to inform SE whether undergrowth clearing, placing of grit bin and repairing of fence was still needed.**

Church Close Car Park. A draft plan for the proposed car park was still outstanding. **Action: SB to follow-up.**

Community Garden. There was no progress on this. **Action: TB to pursue.**

Manor Road Ditch. SB had contacted several landscapers who weren't interested in the project. **Action: SB to contact Peter Dela to get contacts for engineering firms.**

6. Finance – Payments and Receipts

Payments

Sheridan Edward	Wages July to September	£417.58
Matthew Ellett	July / August grass cutting and verge maintenance	£1128.00
Elizabeth Halcro	Reimbursement of payment to Dave Cullen for work on Burial Ground tap	£276.12

Receipts

2 x burial fees	£150.00
Memorial fee	£60.00

7. Planning Applications

None.

8. Correspondence

VOWH – new waste service information. A letter giving details on FAQs about the new waste service arrangements was given to LLF to look over and forward to SHInfo if needed.

VOWH – Chairman's Community Awards Lunch. Nominations were sought under the theme 'Caring for the Vale'. Councillors to think of possible nominations and forward to SE by 24th September.

Network Rail – improvements to bridge on Old Abingdon Road. Network Rail reported that the bridge would be close between November 2010 and March 2011 whilst the old bridge was demolished and new bridge constructed. The Council did not raise any objections to this. **Action: SE to forward to SHInfo for information.**

ORCC – 90th Birthday AGM and Conference. MR to attend. **Action: SE to RSVP for MR.**

VOWH – Consultation on legal requirement to alter executive. Following the decision to merge the executives of VoWH and South Oxfordshire, they were consulting on the legal requirements and what sort of leadership should be put in place. **Action: Councillors to view consultation on VoWH website and report any feedback to SE.**

OxonCC – The Big Debate. Following the news of spending cuts over the next few years, the County Council would be consulting on where the public feel the Council's priorities should lie. Details were given to LLF to put on noticeboards.

VOWH – Air quality report. Tim Williams reported that the monitors set up on Manor Road had reported that the air quality was well within the recommended range for April to June. The monitors would remain in place and a further report from June onwards would be sent in due course.

Oxfordshire Stronger Communities Fund. The fund aims to enable local solutions to local problems by funding projects by local groups, including Parish Councils. **Action: SE to circulate email to Councillors.**

9. County Councillor's Report

AF reported that it had been a very quiet month. An area steward was yet to be appointed. There were also reports that some of the potholes that had been filled had since reappeared.

10. District Councillor's Report

None.

11. Finance Report – April to October

Management Accounts

SE reported that the Council was currently underbudget for its expenditure and that income was above expected. Overheads continued to be down with significant savings in office supplies, travel, expenses and subscriptions. Insurance was more than budgeted but this was due to an increased premium for higher fidelity guarantee cover. Spending on projects was also underbudget, but SE noted that there would be over £1k of unbudgeted expenditure for the transfer of ownership of the Village Hall. Income from burials was already well above what was expected for the year, with more receipts due, although the VAT refund was slightly less than budgeted. In summary, the finances were in a strong position and the Council continues to have plenty of reserves.

Internal Auditors Report

The IA Report was very positive, noting several improvements over the year and making only five, mainly minor, recommendations:

1. That invoices be filed in date order rather than alphabetically. SE felt that this would be less useful for a day to day basis but would reorganize for the internal audit.
2. That the Council had made an overpayment to HMRC. SE reported that this was due to incorrect NI calculations and that these had been rectified, HMRC had been notified and that this would mean lower staff expenditure in 2010/11.
3. That the insurance schedule be updated to include a bench on Manor Road. SE reported that this had been done.
4. That the asset register be updated to value land at a nominal £1 valuation. SE reported that this had been done.
5. That the Supporting Statement be updated to show the s.137 expenditure limits. SE explained the restrictions of s.137 expenditure to the Council and noted that in 2009/10 expenditure had been close to the limit.

12. Councillor Portfolios

At the last meeting the Council agreed that Councillors be given a portfolio of ongoing tasks and projects with the aim that by giving individual responsibility it would prevent tasks going undone, help spread the work more evenly and help projects to move forward.

LLF raised concerns that due to the unique geographical divide of the parish that taking on certain responsibilities could require much more time to cover parts of the parish they may not otherwise visit on regular occasions. SE stressed that responsibilities should be apportioned so that councillors undertook the duties they were most interested in and that would require the least amount of extra work. It was also felt that it should be trialled for six months and reviewed at the February Council meeting.

The following portfolios were created:

Maggie Rawcliffe

Footpaths
Road and verge maintenance
Planning Issues

Sarah Balaam

Flooding
Governance and Finance
Project: Manor Road ditch

Tom Barron

Communications
Community Woodland
Project: Community Land

Elizabeth Halcro

Litter and Pollution
Burial Ground
Projects: Church Close barrier and Car Park

Liz Le Fevre

Traffic
Crime

13. Village Hall

SE reported that he had received three quotes for the survey and valuation of the Village Hall and four quotes for the conveyancing work.

The Council appointed Darbys solicitors to carry out the conveyancing work and appointed Marshalls to complete the survey and valuation.

14. AOB

Speed limit on Hinksey Hill. LLF reported that work on changing the speed limit at the top of Hinksey Hill was due to start on Friday but could take 6-8 weeks.

15. Parishioners' Feedback

None.

Date of next meeting: Monday 4th October 2010