

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

Tuesday 1st May 2012

Present: Sarah Balaam (Vice-Chair), Sandra Bingham, Sheridan Edward (Clerk), Liz LeFevre, Maggie Rawcliffe (Chair)

Cllr Arash Fatemian (OxonCC)

1. Election of Chair

MR was re-elected as Chair.

2. Election of Vice-Chair

SB was re-elected as Vice-Chair.

3. Apologies

Ron Mansfield (Cllr, VoWHDC)

4. Declarations of interest

MR – Village Hall.

5. Parishioners' comments

None.

6. Minutes of April 2012 meeting

Read and agreed.

7. Matters arising

District Council review. Councillors had not received details of the LGBCE review, which closes on 8th May.
Action: SE to forward.

Footpath to North Hinksey. AF confirmed that this was being investigate by Laura Hutchings. **Action: AF to report back on any progress.**

Bonfire by electric road. SSE visited and confirmed that the bonfire did not pose a risk to the electricity cables. However, Tom Barron arranged a visit from David Blay of the Fire Service, who confirmed that if lit it would pose a

danger to walkers along the footpath and advised that it be dismantled. Tom Barron subsequently spoke to Nick Frearson who's agreed to remove the bonfire.

8. Finance – payments and receipts

Payments

Maggie Rawcliffe	April expenses	£7.70
Goldace Developments	License for Community Land 2011 and 2012	£190.00

Receipts

HM Revenue & Customs	Reclaim of 2011/12 VAT	£990.92
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9. Planning applications

None.

10. Correspondence

SE reported that he would forward details of all correspondence to the Council following the meeting and attach the correspondence as an appendix to these minutes.

11. County Councillor's Report

AF reported that a new Leader of Oxfordshire County Council had been appointed. Ian Hudspeth, councillor for Woodstock would be take up the post at the next meeting on 15th May.

12. District Councillor's Report

RM was unable to the attend the meeting, but asked SE to report that the Interim Housing Supply Policy was yet to be approve, that the District Council was still accepting speculative planning applications, and that RM would inform the Council of any progress.

13. Project updates

A34 Issues.

MR reported that Nicola Blackwood MP had received a response to her letter, the crash barriers comply with the relevant guidelines, and that there is insufficient evidence that the road is dangerous enough to reduce the speed limit. However, she assured the Council that because of her first-hand experience of the South Hinksey junction, she is going to continue to investigate the issue and escalate the matter.

Hinksey Hill traffic issues.

LLF confirmed that PCSO Andy McCormack had visited Hinksey Hill to provide a visible police presence in the area and to provide an opportunity for parishioners to voice any concerns. LLF and MR would inform the community via SHInfo of any future dates. Work on the anti-skid surface was still to be done and the Council were waiting on information regarding the application to the Area Stewardship Fund regarding the pruning of the hedgerows by the path along Hinksey Hill. AF stated he'd chase this up and that the vehicle activated sign application was also still in progress.

Village Hall ownership. SE was very pleased to report that ownership of the Village Hall had now officially passed to the Parish Council. Given the lengthy delays in the conveyancing, SE had negotiated a reduction in the fee from over £600 to £350 +VAT. SE confirmed that the ownership should have no direct impact on the running of the hall but would safeguard its future use as a community resource. However, SE felt that there may be ways that the new ownership could be used advantageously to reduce costs (e.g. inclusion on the Parish Council insurance policy) and would investigate further.

Community Woodland. MR and SE reported that they had met with Riki Therivel regarding formulating a maintenance and development plan for the community woodland. The original plan had been found and SE would revise on the advice of Riki. Riki said she would be happy to contribute towards the woodland in an ongoing management capacity, and the Council agreed for SE to take on a project management role. SE had undertaken a risk assessment of the woodland, this was approved by the Council. It had also been noted that some further re-staking needed to be undertaken as soon as possible. It was agreed that this would be carried out by one of Riki's students. **Action: SE to present revised management and development plan at next Council meeting for Council approval.**

Community Land.

Following discussion at the Annual Parish Meeting, the Council felt that there was a strong community drive for the use of the community land and agreed to renew the licence with Goldace Developments and commission the repair of the fencing at the front of the plot. The Council agreed that the use of the land should be for events open to the community; because of the terms of the licence with Goldace, all use of the land should be agreed with the Clerk, that terms and conditions of use should be drawn up to be issued to any user along with a risk assessment, and that all use of the land should be agreed with the Clerk. It was noted that due to the poor quality of the surface, that the land should be treated as hardstanding rather than a grassed area and used appropriately.

Action: SE to draft T&C and finalize the risk assessment for the next Council meeting and draft a sign for the entrance to the land. SE to confirm amendment of licence to broaden use of the land to include all community events, not limited to fetes and use as a car park.

14. Parish website

SE reported that the new website was now up-and-running thanks to the hard work of David Rawcliffe. All content of the Parish Council website had been updated and transferred to the parish website. The Council felt that individual members of the community should not bear the financial burden of a community resource, and the Council agreed to offer David Rawcliffe a grant to cover the costs of setting up the website. Although the website would not be owned by the Parish Council, the Council would still control the content of its pages on the website.

Action: SE to contact David Rawcliffe and offer grant.

15. Accounts and audit

SE presented the Annual return for 2011/12 to the Council and the Council reviewed and agreed the Accounting Statements and the Annual Governance Statement. **Action: SE to forward papers to internal auditor.**

16. Councillor vacancy

MR reported that Tom Barron had resigned from his post as parish councillor due to work and family commitments. The Council thanked him for his contributions during his time on the Council and his contribution to the life of the community. SE reported that notices of the vacancies had gone out to the parish and that the Elections team had been informed. If no requests for an election are received then the Council will be free to co-

opt a new councillor. Councillors were asked to pass on the message of the vacancy and think of possible candidates.

17. Risk assessments

SE presented the Council with the updated risk assessment for the Council and the risk assessments for the community land, burial ground and community woodland. The Council amended and agreed the risk assessments. SE confirmed that the action points arising from the community woodland assessment would be incorporated into the development plan to be presented at the next meeting and issues arising from the community land risk assessment had been discussed previously in the meeting.

18. Any other business

Stile on Devil's Backbone. MR reported that the stile at the foot of the Devil's Backbone needed resecuring.
Action: MR to contact Mark Sumner, Footpaths Officer for Oxfordshire Highways.

19. Parishioners' feedback

None.

Date of next meetings:

Monday 11th June 2012 at South Hinksey Village Hall
Monday 2nd July at Craigellachie, Hinksey Hill, OX1 5BQ