

**Minutes of the South Hinksey Parish Council
at Craigellachie, Hinksey Hill**

Tuesday 28th August 2012

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

Parishioners: Chris LeFevre, Peter Rawcliffe

MR thanked Liz and Chris LeFevre for hosting the Council meeting.

1. Apologies

Cllr Ron Mansfield (VoWHDC)

2. Declarations of interest

MR – Village Hall
SBa – Planning Application

3. Parishioners' comments

Footbridge over railway. SE reported that he had received information from Planning at VoWHDC that the bridge is a permitted development and no planning application is required, and that a local planning authority can only consider the positioning of the development and the whether the design or appearance would injure the amenity of the neighbourhood. SE had also received information from Network Rail that the design was due for approval in November, with work starting January 2013 and completed in March 2013. SE advised the Council that although a ramp-access bridge would allow access for wheelchairs, buggies, etc, it would create a much longer route and therefore might not receive comprehensive backing from users. SE also noted that the Disability Discrimination Act had been replaced with the Equality Act 2010. The Council formally agreed to campaign for a ramp-access bridge. SE and Peter Rawcliffe had drawn up proposals for a strategy, which we presented to the Council, and the Council agreed to delegate coordination of the campaign to Peter Rawcliffe, SBa and SE. **Action: PR, SBa and SE to meet to formulate a strategy.**

Hinksey Hill Triangle. Chris LeFevre pointed out the lack of main here.

4. Minutes of July 2012 meeting

Read and agreed.

5. Matters arising

Footpath to North Hinksey. AF was not present at the meeting. **Action: AF to report back at next meeting.**

Stile on Devil's Backbone. MR had received no reply from Mark Sumner regarding repairing the stile.

Action: MR to continue to chase.

Highways issues. SE reported that the directional sign had been replaced on the traffic island on Hinksey Hill and it was reported that the majority of potholes had also been filled in.

6. Finance – payments and receipts

Payments

Sheridan Edward	July to Sept wages	£503.67
HMRC	Apr to Sept income tax	£358.51
BGG Garden and Tree Care	July grass cutting	£480.00
Village Hall	Hire for Apr 2012 to Mar 2013	£240.00
BDO	External audit fee	£162.00
Nicolas Carter-Kent	Ragweed pulling in community woodland	£86.25

Receipts

Reeves and Pain	Burial fees x 2	£900.00
Highworth Memorials	Memorial fees x 2	£120.00

7. Planning applications

P12/V0882 Chilswell Lodge, Chilswell Path Erection of garden pergola

The Council received notification that the application had been approved.

P12/V1496 44 Manor Road, South Hinksey Erection of rear extension

SBa informed the Council that a resubmission of the planning application had been made. **Action: Council to reconsider application when resubmission received.**

8. Correspondence

Interim Housing Supply Policy. SE had received an explanation from VoWHDC for why the IHSP had been dropped, and had forwarded to councillors.

Winter preparedness. Rodney Rose wrote to encourage the Council to consider its preparedness for the coming winter and to offer a free bulk bag of salt and further bags at a cost of £100. The Council agreed to refill the grit bins as per last year. **Action: SE to complete form and return to Highways.**

Register of Interests. The Council had received a reminder about councillors re-registering their interests. All councillors reported that they had submitted the information.

Community Awards. Cllr Alison Thomson, Chair of VoWHDC asked the Council for nominations by 5th September. The Council agreed that the nomination of Elizabeth Halcro be resubmitted. **Action: SE to resubmit.**

9. County Councillor's Report

None.

10. District Councillor's Report

None.

11. Project updates

A34 Issues. MR reported that she hadn't received a response yet from Nicola Blackwood MP.

Hinksey Hill traffic issues. In a recent bulletin, PCSO Andy McCormack reported that a monitoring of traffic along Hinksey Hill had revealed that the majority of traffic continued to speed along the road. LLF subsequently wrote to Abingdon Roads Policing Dept. to ask for a site visit and the Council felt that a temporary speed camera was needed to combat the issue. **Action: LLF to write again and arrange a site meeting.**

SE had been told that the anti-skid surface by the traffic island wouldn't be replaced until next year, but that temporary warning signs would be installed. The signs had not yet been installed. SE also reported that he'd received no reply from Laura Hutchins / Tracey Morton regarding a site visit to confirm the cutting back of the hedgerows. LLF also reported that at least one of the 40mph traffic signs was obscured by vegetation.

Action: SE to chase.

Community Woodland. MR, LLF, SE and Riki Therivel had met at the community woodland before the Council meeting to discuss the maintenance and management plan. The trees are growing well. Although there had been significant work trying to remove the ragweed, there was still a substantial amount left.

Action: MR to contact NPS, investigate tools for removing the weeds and also the possibility of employing someone.

It was noted how the woodland was thriving. A survey of the boundary fence was carried out. No improvements were required. No fence was needed along the border with the Oxford City Council field. No fence or gate was needed across the entrance at the corner of Chilswell Path. A walkway across the marsh area would be a good. This could be considered after the following actions which were agreed upon for the coming year:

- The installation of a memorial bench. **Action: MR to ask Hilary Briffett to decide on location, and SE to investigate cost.**
- The installation of four fingerpost signs around woodland directing walkers. **Action: SE to get quote from John Bye.**
- The creation of two mown paths through the woodland and mowing round the woodland. **Action: SE to get quote from BGG and MR to ask Hilary Briffett to contact Suni Nahhas.**
- A community event at the woodland in the spring.

Community Land (old pub car park). SE confirmed that the terms of use had been finalized and were now available on the parish website and that a notice would be circulated on SHInfo.

12. Finance Report

SE reported that he had received back the reports for both the internal and external audit. The external audit raised no concerns, and the internal audit highlighted two issues: an overpayment of c.£10 in the wages for 2011/12 and recommended that the standing orders and financial regulations be reviewed. The Clerk reported that the overpayment had been included in the calculations for the 2012/13 wages and that the standing orders and financial regulations had been reviewed at the June 2012 meeting.

SE reported that the Council's finances remained strong with expenditure on budget for the year, and all categories on or under budget with the exception of village hall hire and village hall conveyancing fees, which had been included in the previous years budget. SE also reported that income was higher than expected, because of an increase in burial ground receipts following the review of fees carried out in March 2012.

13. Ground maintenance contract review

It had been noted both by councillors and parishioners that there had been shortcomings in the grounds maintenance over the past couple of months– including not carrying out works as scheduled; vegetation growing over the agreed length; not clearing grass cuttings and rubbish, not pruning shrubs; and lack of weed control.

Although it had been noted that the past couple of months had seen very prolific growth, it was felt that the standard of work was still unacceptable. **Action: SE to discuss with BGG and forward schedule of work to councillors.**

14. Any other business

None.

15. Parishioners' feedback

None.

Date of next meetings:

Monday 1st October 2012, 7pm, South Hinksey Village Hall
Monday 5th November 2012, 7pm, South Hinksey Village Hall
Monday 3rd December 2012, 7pm, South Hinksey Village Hal