

**Minutes of the meeting of South Hinksey Parish Council  
held at South Hinksey Village Hall on Monday 1<sup>st</sup> October 2018**

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**Present:** Christine Chater, Michael Cochrane (Chairman), Matthew Frohn (Vice-Chairman), Linda Goodhead, Patricia Jones  
Cllr Emily Smith (VoWHDC), Geoffrey Ferres (Clerk).

**Other attendees:** Carol Colclough, Laura Colclough.

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**Time commenced: 7.30pm**

**18/115. Apologies**

Cllr Bob Johnston (OxonCC), Cllr Debby Hallett (VoWHDC).

**18/116. Declarations of interest**

None.

**18/117. Public questions, comments or representations**

Carol Colclough and Laura Colclough attended in connection with item 123c).

**18/118. Minutes of the August 2018 meeting**

The Council **resolved** to agree the minutes of the August 2018 meeting. The Chairman then signed each page.

**18/119. Matters arising – August 2018 meeting**

**Transparency code for smaller authorities.** The Chairman has advised the Clerk to give up on the company from which they have been trying to obtain a quotation.

**50mph limit on A34.** No member of the Council has yet sent Layla Moran MP any specific measures for her to suggest to Highways England.

**Trees of Remembrance project.** The Clerk wrote to OxonCC accepting the offer of a sapling and commemorative plaque.

**School transport.** The Clerk has returned to OxonCC a copy of the Memorandum of Understanding signed at the last meeting by the Chairman and Vice-Chairman. The Vice-Chairman said the agreement was unlikely to be put into effect in 2018-19 as there are sufficient places on the minibus for all South Hinksey children.

**Salt bags and bins.** The Clerk has requested a delivery of small bags for the winter from OxonCC to be kept in the place agreed in the Village Hall car park. The Clerk asked OxonCC to replace the missing salt bin that is supposed to be at the junction of Betty Lane and Hinksey Hill, and OxonCC's Paul Wilson has undertaken to replace it.

Signed: 

Date: 5 Nov 18

**18/120. Finance – payments and receipts**

**Payments**

Payee	Reason	Amount	Power to act
Geoffrey Ferres	Clerk pay Q2	£774.86	s112 LGA 1972
HMRC	PAYE Income Tax deducted Q2	£516.40	s112 LGA 1972

The Council **resolved unanimously** to approve both payments, and the Chairman and Vice-Chairman signed them.

**Receipts**

Payer	Reason	Amount
VoWHDC	Precept – 2 <sup>nd</sup> half	£7,000.00
Midcounties Co-op	Intermt, transfer of ERoB, digging of grave (Phillipson)	£1,695.00
SSE	Wayleaves	£21.01

**18/121. County Councillor's report**

BJ had kindly submitted a written report.

**18/122. District Councillors' report**

DH and ES had kindly circulated a written report, which ES introduced.

ES has contacted the Leader of VoWHDC about the Oxford to Cambridge Expressway, as requested by PJ at the last meeting. PJ said it was important to have a voice on the choice of the route for the Expressway.

ES said North Hinksey Parish Council had invited representatives of neighbouring parish councils to attend its July meeting to discuss the Expressway and intended to hold another such meeting. PJ asked that the Clerk write to the North Hinksey Parish Clerk. **Action: Clerk**

The Chairman asked ES about the powers of the Oxfordshire Growth Board Scrutiny Panel, of which she mentioned in her report that she and DH are both members. ES said it could only make recommendations to the Growth Board.

**18/123. Planning applications**

- a) **11 Manor Road: conversion of existing outbuilding to residential accommodation with integral garage [P18/V2263/FUL] [Consultation deadline: to be confirmed].**

The Council **agreed** to instruct the Clerk to inform VoWHDC it had no objection to this application. **Action: Clerk**

- b) **Oxfordshire Minerals and Waste Local Plan: Part 2, Site Allocations (the Sites Plan) – Issues and Options Consultation [Consultation deadline: 3rd October 2018].**

The Council **agreed to instruct** the Clerk to obtain clarification about:

- The proposed gravel extraction site in this parish
- The proposed waste site at Radley.

**Action: Clerk**

Signed: 

Date: 5/11/18

- c) Manor Barn St Lawrence Road: permission to vary condition no.2 of planning approval P14/V1176/FUL to a design suitable for uses other than originally approved [P18/V1939/FUL].**

The Clerk wrote to VoWHDC objecting to any change of use and questioning whether such a change of use had already taken place without planning consent. VoWHDC has informed the Council that the application has been withdrawn. Carol Colclough said the Council was wrong in its response to VoWHDC to say that a previous application for change of use had been refused. She handed the Council copies of a statement correcting what she regarded as a damaging inaccuracy that would now remain in the public domain on VoWHDC's website. The Council **agreed** to instruct the Clerk to have Mrs Colclough's statement published on the website. **Action: Clerk**

The Council **agreed** the planning history should be investigated to see whether Mrs Colclough was correct. PJ offered to undertake the investigation and circulate her findings. **Action: PJ**

Mrs Colclough said she has submitted a new application to VoWHDC for a change of use, but the Clerk said the Council had not yet been notified of it. ES said she was already aware of it.

Mrs Colclough said she wished to have the opportunity to address the Council about her new application and the Council **agreed** it would, if necessary, hold an Extraordinary Meeting so it could determine its response at a full meeting where Mrs Colclough could speak. The Council **agreed** such a meeting would, if required, be held on Monday 22<sup>nd</sup> October, preferably in the Village Hall.

- d) St Michaels, Hinksey Hill: first floor extension and associated works [P18/V2010/HH].**

The Clerk informed VoWHDC that the Council had no objection to this application.

- e) 9 Manor Road: new single-storey extension to existing dining room [P18/V2074/HH].**

The Clerk informed VoWHDC that the Council had no objection to this application.

#### **18/124. Correspondence**

None.

#### **18/125. Finance**

The Clerk had submitted a report showing a surplus of receipts over payments of £15,058.44 to date in 2018-19.

PJ asked why the Council had only paid £50 to date on grass cutting and maintenance. The Clerk explained that the Council's current contractors do not submit an invoice each month like its previous contractors, but one invoice at the end of the financial year.

The Council **noted** the report.

The Clerk has not yet asked CC to contact the bank about changing the mandate.

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### **18/126. Heavy Goods Vehicles and Coaches in the village**

The small island at the entrance to the village remains in darkness at night because the street lamp has still not been repaired.

### **18/127. Woodland**

It was understood that the rides have now been cut.

CC said she is waiting to hear from Berkshire Buckinghamshire and Oxfordshire Wildlife Trust's Andy Gunn.

The Clerk has still to:

- Purchase £100 tree guards and straps to be used on the most damaged trees
- Arrange a visit to the woodland with the Chairman and LG.

**Action: Clerk**

### **18/128. Grass cutting agreement**

OxonCC has so far answered only one of the Council's three questions, the one relating to the linear measurement of rural verges.

The Clerk of Kennington Parish Council has written saying "I am pleased to let you know that this council is happy for South Hinksey Parish Council to take over maintenance of the verge and path near the Westwood Hotel... please could you let me know if there is anything further you would like me to do in order to formalise this arrangement."

It was **agreed** the relevant sections of verge be included in the maintenance specification for 2020. **Action: Clerk**

### **18/129. Hinksey Hill speed limit**

OxonCC's Mark Francis had sent two quotations:

- the first (£24,632.83 including VAT) showing costs for a 'full' scheme including the installation of full gateway features (white entrance gates and 'dragons teeth' road markings etc.)
- the second (£18,310.78 including VAT) showing costs for a scheme which includes the minimum works OxonCC considers are required to justify the lower speed limit.

After discussion, the Council **agreed** that it would seek implementation of the "full" scheme. But the Council also **noted**, in the light of the financial report received from the Clerk, that it would be unable to meet the cost even if spread over two financial years without an unacceptable increase in the precept.

CC offered to take forward two suggestions:

- An application for a loan from the Public Works Loans Board
- An agreement with OxonCC to repay the cost over a longer period – BJ has suggested four years.

**Action: CC**

### **18/130. Burial ground**

The Clerk has received an application for a headstone on a grave where there have been issues about non-compliance with the burial ground rules and regulations. The Council **agreed** that, before approval can be given, the owner of the Exclusive Right

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of Burial for the plot should be asked to sign an undertaking to abide by the rules in future. **Action: Clerk**

The body of Mrs Patricia Phillipson and the ashes of her son Mark were both interred on 14<sup>th</sup> September after both her surviving sons gave their agreement to their brother's ashes being buried in their mother's grave.

The Clerk amended the separate account of receipts and payments relating to the burial ground and arranged for the burial ground accounts for 2017-18 to be published on the website.

VoWHDC cancelled the second and final round in 2018-19 for capital grant applications, as Father James Wilkinson discovered, due to the possible impact on VoWHDC of the changes to the New Homes Bonus mentioned by ES in her report to the last meeting. It was noted Father James has now left the parish. ES said a second round might be held depending on the 2019-20 Local Government Finance Settlement.

The Clerk has still to contact Oxford City Council's Laura Harlock for advice about how to handle the problem of a headstone recently placed in the burial ground which is three inches higher than approved and which therefore exceeds the maximum height permitted in the Council's rules. **Action: Clerk**

The Clerk has also still to obtain the Chairman's advice on the detail of the design of a noticeboard for the burial ground. **Action: Clerk**

#### **18/131. Housing development north of Abingdon**

Nothing to report.

#### **18/132. Hinksey Lakes footbridge**

The footbridge re-opened on 6<sup>th</sup> September, 24 days after a lorry struck it. Linda Slater circulated the Council's request via Shinfo for parishioners to provide information about how the footbridge closure affected them.

#### **18/133. General Elliott**

PJ was concerned about the condition of the property and of the land next door, which was formerly the pub car park. **Action: Clerk to write to Vale Brewery**

#### **18/134. Maintenance issues**

**OxonCC FixMyStreet superuser arrangement.** OxonCC's Paul Fermer has sent the Council further information about the "superuser" arrangement. The Vice-Chairman said he might be interested in the role. **Action: Clerk to put the Vice-Chairman in contact with OxonCC's Paul Fermer**

#### **18/135. Traffic issues**

No reply has yet been received from Sunningwell Parish Council to the Council's request for information about any proposal to commission a baseline traffic study in conjunction with other parish councils, but the request may have been considered at its most recent meeting on 24<sup>th</sup> September.

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**18/136. Any other business**

None.

**18/137. Feedback from members of the public**

None.

**Time concluded: 10pm**

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next ordinary Parish Council meeting: Monday 5<sup>th</sup> November 2018 at  
7.30pm at South Hinksey Village Hall

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

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