

Draft minutes of the meeting of South Hinksey Parish Council held remotely via Zoom on Monday 7th September 2020

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

Other attendees: None.

Time commenced: 7.01pm

19/310. Apologies

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

19/311. Declarations of interest

All members declared an interest in relation to the Oxford Flood Alleviation Scheme and the Oxford to Cambridge Expressway.

19/312. Public questions, comments or representations

None.

19/313. Minutes of the last ordinary meeting

The Council **resolved unanimously** to agree the minutes of the July 2020 meeting. The Vice-Chair then signed each page. **Action: Clerk to collect the signed minutes from the Vice-Chair and publish them on the website**

19/314. Minutes of the extraordinary meeting

The Council **resolved** to agree the minutes of the extraordinary meeting held on 30th July 2020. The Chairman abstained as he had not been present at the meeting. The Vice-Chair then signed each page. **Action: Clerk to collect the signed minutes from the Vice-Chair and publish them on the website**

19/315. Finance – payments and receipts

Payments

Reason	Amount	Payee	Power to act
Burial ground waste charges – June	£49.15	Oxford Direct Services Trading Ltd	s214 LGA 1972
Clerk net pay July & August and Q1 arrears	£741.40	Geoffrey Ferres	s112 LGA 1972

The Council **resolved unanimously** to approve both payments. The Council **unanimously agreed** to waive Financial Regulation 6.5 so that the Chairman and CC could sign the payments at another time.

Actions for Clerk: arrange for Chairman and CC to sign payments; send payment to Oxford Direct Services Trading Ltd

Signed: _____

Date: _____

Receipts

None.

19/316. County Councillor's report

BJ had sent a very brief written report along with his apologies. He said that the Department for Transport has at last stopped sending OxonCC requests for more traffic modelling in connection with the new Lodge Hill slip roads. He reported that the Department and OxonCC are now finalising the design, which will go to a public exhibition in the autumn and for planning permission thereafter. They are still hoping to have the new slip roads open by 2022.

19/317. District Councillors' report

DH and ES had sent a written report which ES introduced.

19/318. Planning applications

a) The Former Stables, Betty Lane: variation of condition 2 (approved drawings - window design) and condition 8 (material) [P20/V1868/FUL] [Consultation deadline: Friday 11th September 2020].

The Council **agreed** not to submit any comment to VoWHDC.

b) Highways, Hinksey Hill: demolition of existing detached residential property to be replaced with new detached residential property [P20/V2039/FUL] [Consultation deadline: Friday 25th September 2020].

The Council **agreed** not to object to the application. The Council **instructed** the Clerk to write to VoWHDC pointing out that documents appeared to be missing and asking that the missing documents be published and to ask that demolition of the annex to be occupied during the replacement of the existing dwelling and removal of used Permitted Development Rights be made Planning Conditions.

Action: Clerk

c) Updates

- **Dorking House, Badger Lane** – DH has referred residents' concerns to the Planning Enforcement team. ES says she understands the team has a backlog of work and is currently short-staffed.
- **St Michael's, Spring Copse [P20/V0973/FUL]** – ES said she has called in this application. LG said she has written something she wished the Council to send to VoWHDC.
- **Charnwood, Hinksey Hill [minute ref 19/271b]** – The Clerk reported he has not yet heard from had written to VoWHDC's Madeleine Palmer.
- **Isis House.** ES reported that VoWHDC officers do not yet have a date when they expect a decision to have been made.

19/319. Correspondence

None.

Signed: _____

Date: _____

19/320. Community Infrastructure Levy

The Council **agreed** to:

- a) ask that VoWHDC pay outstanding Community Infrastructure Levy money from St Michaels House into the Council's bank account; **Action: Clerk**
- b) create an earmarked reserve to keep the money aside to be spent only on permitted purposes; **Action: Clerk**
- c) instruct the Chairman and CC to sign a transfer instruction to transfer the money, when received, from the Council's current account to its deposit account. **Action: Chairman, CC**

ES forwarded to the Clerk an email she had received from VoWHDC officers in response to questions she had received from the Clerk about the purposes on which the Council may spend CIL money.

19/321. Flood Alleviation Scheme

The Vice-Chair updated the Council regarding the progress of the archaeological investigations in the field known as Field 3.

The Vice-Chair said she will meet an independent ecologist who had contacted the Clerk.

ES said she had attended the practice deployment by the Environment Agency of the temporary flood barriers in the village on 20th August.

19/322. Website accessibility

The Council welcomed the look of the new website designed by Town and Parish Council Websites and **agreed** to pay £30 additional hosting fee to increase its file quota to 1GB. **Action: Clerk to contact Town and Parish Council Websites**

19/323. Burial ground

a) Fees

The Council **agreed** a revised set of fees presented by the Clerk which closely corresponded to those in Oxford City Council's cemeteries.

b) Additional burial plots

The Council considered four designs put forward by The CDS Group. The Council preferred not to have a circular turning area for hearses of the kind shown in Designs 2 and 3. Of the two other designs presented by The CDS Group, the Council **chose** design no 1 because this design gave the most additional burial plots. **Action: Clerk to respond to The CDS Group**

c) Wildflower meadow

The Clerk reported that he had spoken to Peter Rawcliffe, who had confirmed there would be no scything session this year and had told him he was not aware of anyone in the parish who wished to take responsibility for the future management of the wildflower meadow.

d) Noticeboard

The Vice-Chair reported that the new noticeboard had been delivered to her home on 26th August.

Signed: _____

Date: _____

19/324. Oxford to Cambridge Expressway

There was nothing to report.

19/325. Maintenance issues

None.

19/326. Traffic issues

Hill councillors continued to be concerned about speeding on Foxcombe Road and Hinksey Hill. It was understood that the proposal for a cycle lane on Foxcombe Road had been put forward by BJ but not included in OxonCC's plans. **Action: CC to contact BJ for further advice and assistance regarding speeding**

CC was concerned that one of the new 30mph signs was hidden by overgrown vegetation. **Action: Clerk to write to residents of Redwood**

LG said she would investigate purchase of 30mph stickers for residents' bins. **Action: LG**

19/327. Local Council Administration

The Council **agreed** to purchase of a copy of the new, 12th edition of "Arnold-Baker on Local Council Administration" available from the Society of Local Council Clerks for £123.80 (including delivery). **Action: Clerk**

19/328. Feedback from members of the public

None.

Time concluded: 8.27pm

MINUTES SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING

Date of the next Parish Council meeting: Monday 5th October 2020 at 7pm

Signed: _____

Date: _____