



NOVEMBER 2019

MINUTES OF THE PARISH COUNCIL HELD ON THURSDAY 28th NOVEMBER 2019, AT 8.00 PM, IN THE NEW SEACOURT HALL, BOTLEY.

Present: Councillor D Kay (Chair) and Councillors, Potter, Fairclough, Blase, Bastin, Dowie, Mackeith, Rankin, Dykes, Jones, Allen, Church, Bolder and Berrett.

In Attendance: C A Ryde, Clerk to NHPC, County Councillor Roberts, District Councillor Smith and 1 member of the public.

19/87 APOLOGIES FOR ABSENCE: None.

19/88 DECLARATIONS OF INTEREST: Members of the Seacourt Hall Management Committee identified themselves with reference to agenda item 19/95; action review 19/70. 8), as did Councillor Dowie as an allotment holder.

19/89 APPROVAL/RECEIPT OF MINUTES:

The following minutes were received and noted: 10th & 31st July Planning Committees & the F&GP Committee on 25th July 2019.

The minutes of the Parish Council meeting dated 17th October 2019 were AGREED with the addition of the word verbal in the sentence referring to the advice from Knights solicitors; minute 19/85 point 4.

It was also noted that Councillor Dowie had declared an interest as a member of the Seacourt Court Management Committee.

Members of the allotments Committee considered 3 versions of draft minute 4d of the allotments Committee Dated 25th October 2019.

The following was AGREED (3 votes for: Councillors Fairclough, Bolder and Mackeith and 1 against; Councillor Dowie): "The Clerk agreed to locate a copy of the existing management plan for the nature reserve and Memorial Garden along with terms associated with funding provided in return for a Right of Way. The Committee AGREED to thank Nat West Bank Staff for the offer of volunteer help provided the work was carried out in line with any management plan in place at the time. The management plan to be reviewed at a future meeting of the committee."

During the discussions it was noted that the voting rights of anyone co-opted onto a committee needed to be clarified along with what was required as per declarations of interest. The Clerk was to ACTION.

19/90 APPROVAL/CONSIDERATION OF OTHER COMMITTEE MINUTES: none.

19/91 URGENT BUSINESS APPROVED BY THE CHAIRMAN OF THE PARISH COUNCIL

1) Botley Road Corridor

Councillors AGREED to discuss the impact of this proposal and agreed that Councillors Church and Mackeith resubmit NHPC's request to have the pavement in Old Botley considered as part of the Botley Road Corridor Scheme via a letter to Yvonne Constance and on line, by the deadline: Friday 29th November.

Proposed by Councillor Kay, SECONDED by Councillor Bastin; AGREED unanimously.

2) Allegation of Maladministration & corruption

Councillors AGREED to discuss an allegation of maladministration and corruption (as per supplementary agenda) made by a Councillor; as an urgent confidential Agenda item; AGREED by 12 votes for 1 against and 1 abstention.

19/92 MATTERS RAISED BY MEMBERS OF THE PUBLIC: None.

19/93 QUESTIONS RAISED BY COUNCILLORS: None.

19/94 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS.

Councillor Smith provided the meeting with an update on Purdah and its impact on VWHDC business.

The following dates and times of District Councillor surgeries was noted:

Saturday 18th January 2020 @ 10am in the Fishes Public House North Hinksey.

Thursday 12th March 2020 @ 3pm in the White Hart Public House.

Saturday 16th May 2020 @ 11am in the Flowing Well public House, Sunningwell.

Councillor Smith said that plans were in process to establish Botley as a an AQMA.

Councillor Roberts updated Councillors on the Botley Road Corridor and the replacement of the Botley Road Railway bridge and bus gates proposals. The Clerk undertook to circulate the full written support to Councillors.

19/95 ACTION REVIEWS FROM THE LAST MEETING

19/49 CLERKS REPORT.

Council **AGREED** to the purchase and replacement of safety matting and a retrospective action to claim to HAGS.

This work had been undertaken but HAGS had not responded to repeated requests from the Clerk to compensate for the original poor-quality installation.

Update: The Clerk reported that the while safety matting had been replaced by an NHPC contractor. He had a meeting scheduled with HAGS to resolve the many issues that had plagued this project and would report the outcome to Council.

The clerk reported that following a meeting on site with representatives from HAGS and himself, Councillor Rankin and Graham Silman; HAGS had agreed to repair the Zip wire and replace the substandard Safety surface beneath the Zip wire.

19/70. 5) Pavilion Planning Application:

Council **AGREED** that the appointment of architects to carry out phase 2 of the project be put out to tender and the Clerk to request tendering templates from the Vale of White Horse DC.

Clerk to Action.

It was reported that members of The Vale of White Horse DC Leisure & recreation department who had helped with the original tendering process had again offered their assistance. Action: clerk to follow up.

19/70. 8) The Botley Centre redevelopment and the new Seacourt Hall building:

Council **AGREED** that Councillors Kay and Bastin, together with the Clerk should negotiate hire terms with SHMC representatives that would be fair for both bodies, with these terms to be brought back to Council for approval.

To be Actioned. See agenda item 19/98 9).

19/84 COUNCIL MOTIONS.

Council **RESOLVED** to clarify its relationship with the 4th Oxford Scout Group beyond the current lease period, through the following actions:

- 1) To initiate formal proceedings for bringing the current lease to the Scout Association for land at Louie Memorial Playing Fields to an end on its determination date of July 1st, 2020, by issuing a Section 25 notice under the Landlord and Tenant Act 1954.
- 2) To instruct the Council's solicitors at Knights plc to prepare the Section 25 notice.
- 3) To seek out further dialogue with the 4th Oxford Scout Group as to their intentions on the location of their headquarters beyond the end of the lease in July 2020. Such dialogue will be pursued through the Council's Working Group established for this purpose, and will include the possibility of reaching further agreement with the Scout Group for their continued use of land at Louie Memorial Playing Fields during the development of the new Louie Memorial Pavilion building, until the Group relocates its headquarters into the new building (as offered by the Council) or into another location of the Scout Group's choosing.

In addition, Councillors **AGREED** that in principle, ongoing discussions with the Scouts should reflect the aim of Council to initially establish a 1-year extension with the possibility of a further extension, such that the Scouts could continue to use the Scout Hut until NHPC required the land to enable

delivery of the new NHPC Pavilion. Any outline agreement with the Scouts would need to come before full Council to agree before it was formally offered to the Scouts.

See agenda item 19/98 5).

19/85 COUNCIL MATTERS.

1) Neighbourhood Plan:

Councillors AGREED that Councillor Kay should request from the Vale an extension to the end of November and subsequently if required to the end of December 2019. See agenda item 19/98 7).

3) Grant request from the Women's Institute:

Council AGREED in principle to support the WI and asked the clerk to request a detailed grant request from the WI for something specific that Council would consider at a future meeting.

The Clerk reported that he was in receipt of a written application which would be circulated and discussed in the December Council meeting.

8) Connecting Oxford consultation:

Councillors AGREED a response from NHPC to the current Connecting Oxford consultation being run by the County Council. Councillors AGREED that the Clerk should make the response.

Actioned.

9) N Hinksey Lane / Lime Road Parking Restrictions consultation:

Councillors AGREED a response to the County Council to be submitted by the Clerk.

Actioned.

19/96 CLERKS REPORT.

The Clerk reported that there had been a number of incidents of rough sleepers and an intruder having been evicted from Seacourt Hall as well as several occasions where pupils identified as from Matthew Arnold School (MAS) had set off the fire alarm. The latter had been reported to MAS.

Information concerning the road closures associated with removal of the crane known as Betsy, was conveyed to the meeting.

19/97 COUNCIL MOTIONS. None.

19/98 COUNCIL MATTERS.

1) Burial facilities:

The Chair informed Council that even though the Botley cemetery was in the Parish of North Hinksey;

NHPC residents had to pay 3 times Oxford City residents' costs if they wished to be interred there because it was owned and run by the City of Oxford Council for Oxford City residents.

Reverend Sykes outlined the limited facilities for the interment of ashes within the grounds of Saint Peter and Saint Paul church Botley, adding that The Saint Lawrence Churchyard was closed.

It was PROPOSED by Councillor Kay, SECONDED by Councillor Church, and AGREED by Council: that an informal group consisting of Councillors, Kay, Fairclough, Mackeith and any other interested Councillors should review the possibility of NHPC providing a burial facility within NHPC and report back to Council.

2) Proposed parking charges for the new Botley Centre development:

Councillors CONSIDERED the proposed charges as detailed in Paper 1 previously circulated to Councillors, and AGREED to Lobby the development Company for:

- 3 hours free parking as this what had been previously enjoyed and provided sufficient time to complete visits to the hairdresser, optician or dentists.
- Provide an appropriate permit scheme for Seacourt Hall and
- Reduce evening and weekend charges or make them free after a certain number of core-day time hours; because it was felt the proposed evening and weekend charges would make Seacourt Hall difficult to let and dissuade people from using restaurants in the evenings and at weekends.

3) 2020/21 Budget:

The Clerk and Councillor Kay and the Clerk reported on discussions at the F&GP Committee meeting on 21/11/19. Councillors CONSIDERED the initial recommendations of the F&GP Committee as set out in pre circulated draft budget; noting that the finalised budget had to be agreed at the December Council meeting.

Councillors noted the proposed draft budget and the request for Committee chairs to submit budget bids for 2020/2021, prior to the next Council meeting.

As a result of the above discussions; a supplementary bid for the current financial year to fund the green day was PROPOSED by Councillor Church, and SECONDED by Councillor Kay and a supplementary budget of £2500 Was AGREED by 13 votes with 1 abstention.

Councillor Church presented a bid for £3000 for the Environmental Committee for 2020/21 for approval alongside the other bids at the next Council meeting.

4) Key Objectives:

Council to CONSIDER and AGREE a new set of Key Objectives for the period up to May 2023 to replace the current Key Objectives as established by the last Council. See Paper 5.

As a result of the full agenda; it was AGREED that this item would be deferred to the next meeting. Councillors were asked to consider the paper and bring suggestions to the next meeting.

5) Scout Hut Lease:

Councillors Kay informed the meeting that solicitors acting on behalf of NHPC had been instructed to serve a section 25 notice to the Scout Association, and he undertook to seek confirmation that it had been served.

Councillor Bastin informed Council that he had attempted to engage the Scouts but they had been reluctant to do so. Further attempts were to be made.

6) Pavilion Planning Application and fundraising:

Councillor Potter reported that the Pavilion Fundraising Working Group had met and considered several possible targets. It was clear that the application process entailed a lot of work. The Vale of White Horse DC had recommended targeting Sport England.

7) Neighbourhood Plan:

Following a briefing from Councillor Kay; it was proposed by Councillor Kay and SECONDED by Councillor MacKeith and AGREED by Council that the review be extended until the end of January 2020.

8) Environmental Committee / Expressway:

Councillor Church updated Council on Environmental issues arising from the Committee meeting of 28/11/19.

Following discussion, Councillor Bastin AGREED to take forward the 20 is plenty proposals. Councillor Kay reported to Council that the public information meeting held on 7th November on Expressway related matters had been well attended. As a result of the General Election the intended public consultation had been delayed, and given recent statements by the Government it now appeared that the whole project might well be reviewed and possibly cancelled without any consultation.

9) The Botley Centre redevelopment and the new Seacourt Hall building:

It was reported that the handover date had been put back slightly, but now the electricity sub-station issue had been resolved it was still planned to move over the weekend 6th January 2020. Firm handover and moving dates are to be finalised at the Occupiers Meeting with Mace / SDC on the 4th December.

Councillors Kay and Berrett updated Council on discussions with representatives of the Seacourt Hall Management Committee ref NHPC rental fees in the new community hall.

Councillor Kay PROPOSED and Councillor Church SECONDED the recommendation of the working group and it was AGREED that NHPC

- accept the proposed fees of £900 p.a. for the hire of the Hall and £720 pa for NHPC office rental and;
- that this be reviewed after the 1st 6 months of operation
- To be reviewed every year thereafter.

10) Public Art in the new Botley Centre:

Councillor Kay informed Council of the outcome of an initial meeting held with Vale representatives to discuss use of the Public Art funding assigned to the new Botley Centre which was in the very early stages. The Chair asked for any Councillors interested in assisting the process to e mail him.

11) Remembrance Day Service:

Councillor Fairclough thanked the Clerk and Councillors who help deliver a successful Remembrance Day Service 2019 with much positive feedback including a response from Matthew Arnold School. He also reported that there had been a small service on Monday 11th November that included a minute silenced.

12) Request from a Parishioner for allotment access to remove tree cuttings:

Councillors AGREED to give permission for access via the allotments to remove tree cuttings for work being carried out on an adjoining property; provided any damage was repaired. Councillor Mackeith was asked to inform affected allotment holders.

13) Request for up to 1 day's support from NHPC accounts software provider

Councillors AGREED to up to 1 day's support from the NHPC accounts software providers to re set current year's budget and set up next year's budget in the RBS Alpha software.

19/99 ACCOUNTS FOR PAYMENT. Deferred to the next Parish Council meeting.

19/100 OTHER DOCUMENTS AND LETTERS RECEIVED.

19/101 DATE OF FUTURE MEETING: 19 /12/19@8PM.

End of Open Meeting: There were no members of the Public present and after a brief break the meeting moved to a confidential session as per minute 19/91/ 2
