



A Meeting of North Hinksey Parish Council will be held at 8pm on Thursday 26th November 2020 via video conference

For the transaction of business as stated in the Agenda. Members of the public and press are welcome to attend. Following the passing of the Coronavirus Act 2020 (c. 7), Councils are unable to meet in person during the COVID emergency. **This meeting will be therefore be held online via the Zoom video conferencing system**



Sharon Henley, Clerk to the Council

Date: 20th November 2020

To view the meeting from a computer, tablet or smartphone, use this link:

<https://us02web.zoom.us/j/87250379902>

Alternatively go to the zoom website (zoom.us), click 'join a meeting'

Enter the Meeting ID: 872 5037 9902 and Passcode: 660831

To listen by telephone (including mobiles), dial: +44 203 481 5240 (United Kingdom). You might be prompted to enter the Meeting ID number and password (above).

Papers relating to agenda can be viewed on Dropbox at the link below:

<https://www.dropbox.com/sh/lp5y3q07gz28f9g/AADK5tgRHrStUJEZ7EdoBIWsa?dl=0>

AGENDA

20/93: Apologies for Absence

20/94: Declarations of Interest in Items on the Agenda

20/95: Request from Councillor Dowie for a dispensation to a pecuniary interest as an allotment plot holder to speak about the Allotments Budget as part of the Draft Budget for 2021-22 in item 20/103 (2). The request is that the dispensation is granted in the interests of persons living in the parish.

20/96: Approval of Draft Minutes

1. Parish Council Meeting on 15th October 2020
2. Extraordinary Allotments Committee Meeting on 12th November
3. Remembrance Day Committee Meeting on 15th October
4. Extraordinary Parish Council Meeting on 17th November
5. Finance & General Purposes Committee Meeting on 19th November

20/97: Matters raised by Member of the Public (Max 5 mins / question, 15 mins total)

20/98: Questions raised by Councillors

20/99: Reports from County & District Councillors

20/100: Review of Actions

19/98 Burial Facilities: CARRIED OVER

19/158 (1) Councillors to be added as a cheque signatory: COMPLETE FOR UNITY TRUST

20/70:

1. **Tree Survey.** Clerk to obtain further quotes and arrange for urgent works: **Urgent works COMPLETE. Further quotes requested for 12 month items - ONGOING**

12. Clerk & DK to liaise with Prime Site Media and County Council, draw up new draft contract and establish budget available plus recommendations for spend: **IN PROGRESS**

20/81

- **Wi-fi installation for Parish Office/Seacourt Hall:** Clerk to continue to chase BT and raise further complaint if necessary - **ONGOING**

20/83

1a **Register of Interests.** Clerk to liaise with Monitoring Officer over arrangements for redacting information in Register of Interests - **COMPLETE**

1b **Reporting inappropriate behaviour to Council.** Clerk to report back to subsequent Council meetings any inappropriate behaviour by Councillors in the Clerk's report to allow them an opportunity to explain their actions outside of the formal complaints process. **ONGOING.**

2. **Water Pollution:** Cllrs Bastin and Church to consider any additional actions required in respect of water pollution for November meeting **ONGOING.**

3a **Works arising from Tree Survey:** Clerk and Cllr Potter to meet tree surgeon on Monday 19th Oct at 10.15am at LM Playing Fields Car Park to review T24 quote. All councillors invited to attend. **COMPLETE.**

3b **LM Playing Fields** removal of branches overhanging path and clearance of vegetation at rear of Lime Road houses – Clerk to instruct Graham Sillman to complete. **COMPLETE.**

4 **Remembrance Day Service.** Cllr Fairclough to circulate the order of service to participants by 23rd October. **COMPLETE.**

5 **Bus shelters.** Cllr Kay to query the requirements for Westminster Way bus shelters with the County Council, and get confirmation of S106 funds needed for them plus possible uses for the remaining S106 funds. **COMPLETE.**

6 **NHPC Bank Accounts** – Clerk to open Unity Trust Current Bank account and switch from Barclays current account. Application to include Multi-Pay card for Clerk. **ONGOING.**

7 **Scout Hut Lease** – Clerk to instruct solicitor to advise SATC of agreed deadlines and requests for information. **COMPLETE.**

8 **Purchase of Office Equipment:** Clerk to purchase DSE items. **COMPLETE.**

9 **Resilience Working Party:** Cllr Berrett to establish the remit for a working party (max 5 persons) to propose a strategy and action plan to achieve Key Objective. Members to include Cllr Church, plus other interested Councillors to contact Cllr Berrett to join. **ONGOING.**

10 **Oxfordshire 2050 Plan & County Local Transport & Connectivity Plan:** Cllr Church to draft responses and circulate. Agree method of response at next meeting. **ONGOING.**

11a **Grounds Maintenance Works in Nature Reserve:** G Sillman to be instructed by the Clerk to complete. **ONGOING.**

11b **Bench for Community Orchard:** Clerk to arrange for G Sillman to supply and fit recommended bench, including cut back vegetation. **ONGOING.**

12a **LM Car Park Bollards:** Clerk to arrange for G Sillman to supply and fit 2no. **ONGOING.**

12b Oxford Conservation Volunteers: Cllr Potter to confirm further date for works on 14th Nov. **COMPLETE.**

13 Public Art in Botley Centre: Cllr Kay and Cllr Berrett to liaise with Vale reps to finalise Artistic Brief, and to report back to Council on progress at the Nov meeting. **ONGOING.**

16 Financial Regulations: Councillors to email Clerk with any further comments or questions. Clerk to produce final draft for agreeing in the November meeting. **COMPLETE.**

17 Dispose of 'Kustom' amplifier, speaker and microphone system, induction loop and associated cabling: Clerk to arrange disposal through Freecycle or similar. Cllr Blase to confirm interest in any of the equipment prior to disposal. **ONGOING DUE TO LOCKDOWN.**

18 General Power of Competence: Clerk to arrange adoption of Power. **COMPLETE.**

19 Noticeboard Monitors: Councillors to advise of any additional volunteers and Clerk to circulate final list. **COMPLETE.**

19 Agendas: Clerk to produce shortened version of full Council meeting public agendas for noticeboards. **COMPLETE.**

20/101: CLERK'S REPORT

20/102: COUNCIL MOTIONS

20/103: COUNCIL MATTERS

Finance

- 1. Approval of Receipt & Payments (Paper 1):** See list circulated.
- 2. 2021-22 Draft budget (Paper 2):** To consider the draft 2021-22 budget and recommendations from the F&GP Committee, and either agree a final budget or amendments to be made to the draft budget to bring back to the December Council meeting for finalising.
- 3. Virements (Paper 3):** To approve list of proposed Virements (transfers of funds between budget headings) to balance current year's budget. As per recommendations from F&GP Committee.
- 4. Accounting Software (Paper 4):** To consider request from Clerk/RFO to change software from RBS to Scribe during current year at a cost of £817. To be funded from Contingency budget.
- 5. Draft Financial Regulations (Paper 5):** To consider the Clerk's recommendations and agree final wordings for amendments to the Financial Regulations.

General

- 6. Scout Hut Lease:** Update from Cllr Kay and the Clerk on the current situation (*wording may change subject to outcome of Extraordinary meeting on 17th November and other communications received*).
- 7. Council Meetings (Paper 6):** Councillors to provide feedback on proposals to improve management of, and reduce the length of, Council meetings.
- 8. Standing Orders Review (Paper 7 Model SOs):** Councillors to provide initial input into the Standing Orders review, with detailed proposals for changes to be brought to the December Council meeting for finalising.
- 9. Oxfordshire 2050 Plan & County Local Transport & Connectivity Plan (Paper 8):** Councillors to consider responses proposed by Cllr Church and agree the method and content of submissions to this consultation.
- 10. R&A Committee items:**
 - a. T21 Hawthorn on Tree Survey:** Consider quote from Oxford Tree Surgeons to dismantle and leave stacked as an Eco pile – currently uprooted and leaning across footpath at £75 plus VAT.

- b. **T24 group of large Willows on Tree Survey:** Consider quote from Oxford Tree Surgeons to pollard to safe height ie approx. 5m with all brash to be cut and left on site as “eco piles” at a cost of £4,600 plus VAT.
 - c. **Gate in Louie Memorial Upper Field:** Consider quote from Graham Sillman to replace damaged socket to secure gate open at a cost of £70.
 - d. Agree terms and conditions for use of Louie Memorial Fields by outside organisations
11. **Cumnor Parish Neighbourhood Plan Consultation 15th Oct to 3rd Dec.** Discuss and agree a formal response from NHPC. Councillors are encouraged to submit their own individual responses.
<https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/planning-and-development/local-plan-and-planning-policies/neighbourhood-plans/emerging-neighbourhood-plans/cumnor-neighbourhood-plan/>
 12. **Remembrance Day Service 2020:** Report back on the Remembrance Day Service from Cllr Fairclough.
 13. **Road Safety:** Update from Cllr Jones on plans by residents to submit a petition to the County Council to request provision of a new pedestrian crossing for pupils at Matthew Arnold School.

20/104 Other Documents & Letters Received:

20/105 Date of Next Meeting: Thursday 17th December 2020 at 7.30pm (tbc) via video conference.

End of Meeting