



Minutes of a Meeting of North Hinksey Parish Council held at 7.30pm on Thursday 17th December 2020 via video conference

Those Present: Cllr Kay (Chairman), Cllrs Allen, Bastin, Berrett, Blase, Bolder, Church (part of meeting), Dowie, Dykes, Fairclough, Jones (part of meeting), MacKeith, Rankin and Potter

In Attendance: Sharon Henley, Clerk. District Cllrs Smith and County Cllr Roberts

Members of Public: 3

20/106: Apologies for Absence: There were none.

20/107: Declarations of Interest in Items on the Agenda: Cllrs Blase, Bolder and MacKeith declared a non-pecuniary interest as Chairman and Trustees of the Louie Memorial Pavilion Trust.

20/108: Approval of Draft Minutes

1. Finance & General Purposes Committee on 29th Oct 2020. These were unanimously APPROVED by Committee members.
2. Parish Council Meeting on 26th Nov 2020: Cllr Dowie requested a named vote. Cllr Kay Proposed, Cllr Potter Seconded and all voted in favour, except Cllrs Dowie and Allen. Cllr MacKeith abstained so the minutes were APPROVED.
3. Recreation & Amenities Committee on 9th Dec 2020. The Clerk was asked to correct the spelling of a name in 5c and the committee APPROVED the amendment. Following this Cllr Kay Proposed, Cllr Potter Seconded and the committee unanimously APPROVED the minutes.
4. Environment & Wellbeing Committee on 10th Dec 2020: Cllr Kay Proposed an Amendment to 5a and this was Seconded by Cllr Bastin and APPROVED. Following this Cllr Kay Proposed, Cllr Bastin and all committee members voted in favour, except Cllr Dowie who voted against, so the minutes were APPROVED.

20/109: Matters raised by Members of the Public: Questions were read out in a summarised form by the Chairman, as the parishioners themselves were not present at the meeting. The Chairman explained that written responses would be provided following the meeting owing to the amount of business on the agenda, and this was enabled by Standing Orders.

Q1. Under Agenda item 20/109 in the Agenda for the NHPC meeting on 17th December: Matters raised by Members of the Public, no time is allowed for questions and answers. This is contrary to Standing Orders Pt 1 item 45: "a 10-minute period will be provided to put relevant questions" and is therefore out of order. If this Order is ignored, or rescinded for the meeting by a resolution such as in Standing Orders Part 11 Item 81, will councillors and members of the public see the questions? Who will draft the replies, and will all questions and replies be included in full in the minutes of the meeting? While omitting the names of questioners from the minutes, which could avoid influencing the replies given to questions as a result of possible personal antagonisms, are the names of questioners withheld from all councillors, including the Chair, to avoid bias in replies?

Q2. Where are the projected additional legal costs for the Judicial Review process (now in progress) requested by Councillors at the last meeting so taxpayers can see this information and why is this information not a part of the public agenda.

The Chairman advised that this question had already been answered by the Clerk and the information was also available on the updated agenda.

Cllr Jones joined the meeting at this point.

20/110: Petitions submitted by Members of the Public: There were none.

20/111: Questions raised by Councillors: There were none.

20/112: Reports from County & District Councillors

District Cllr Smith updated that the figures for Covid had increased, although Oxfordshire remained in Tier 2, some neighbouring counties had gone to Tier 3. She asked residents to comply with the rules as hospital capacity was a concern. Vaccine rollout was going smoothly but by invitation only with health workers, some care workers and the over-80s being invited. The support Hub was working well. Cllr Potter asked about the requirements for the vaccination programme and was advised that volunteer recruitment was taking place but there was no update on building requirements.

County Cllr Robert reported the following after item 20/113 when she joined the meeting. Library – it was confirmed later in the meeting that it was open for reduced hours only. Cllr Bastin highlighted that OOC's Cabinet had approved the 40 mph in Cumnor now moving to 30mph which would mean that Cumnor Hill would move to 30mph. Cllr Roberts confirmed that the speed limit should now be 30mph all the way into the City, including all areas around North Hinksey Parish. The yellow lines in North Hinksey Lane to be actioned in January followed by the Cumnor Hill 30mph speed limit.

20/113: Presentations (including opportunity for questions)

1. Richard Harding, Project Executive & Penny Burt, Environmental Lead, Oxford Flood Alleviation Scheme updated on the current situation. The Scheme had been submitted for Planning Permission but the Kennington Bridge work and culverts had not been acceptable so both applications were withdrawn. They were working with OCC to redesign the area, installing open channels under the new bridge. They were undertaking a series of new environmental surveys and localised archaeological and ground investigation works. The team would re-engage with residents and parish councils in the spring and, following feedback would re-submit the planning application in autumn 2021.
2. Tim Shickle, Group Manager, Assets Renewals, OCC updated on A423 Kennington Bridge Work which is linked to the Flood Alleviation Scheme. Tim explained that the bridge currently had props on the eastern side and they were monitoring the structure as there were 40 current issues, including bearings and concrete bars failing. It was emphasized that the structure was still safe for traffic to use. They were looking at how to replace structure whilst meeting needs of OFAS and had outlined three phases with propping works complete and the detailed design and replacement of bridge still required. There would be a two way contra-flow system throughout the works and it was confirmed that traffic would pass overhead whilst the works were completed with overnight lane and train track closures co-ordinated to minimise the impact on traffic. The work to start in next couple of years and would take 3 years to construct. They were looking into how to deliver this work around the flood alleviation scheme.

20/114: Review of Actions (Paper 1). The Chairman advised that these were as summarised in the paper:

20/80: Review of Actions

19/98 Burial Facilities: CARRIED OVER

20/70:

1. **Tree Survey.** Clerk to obtain further quotes and arrange for urgent works **Contractor instructed for urgent works. Further quotes requested for 12 month items.**

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. **INSTALLATION COMPLETE, BOOSTER REQUIRED-CLLR BASTIN TO ADVISE**

20/83

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

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

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**

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

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

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 POST LOCKDOWN**

20/96 Draft Minutes: Clerk to amend and publish item (4) and publish items (1), (2), (3) & (5) **COMPLETE**

20/97 Matters raised by MoP: Q3 Clerk to send MoP text of Cllr Kay's response and confirmation of matter appearing in minutes **COMPLETE**

20/98 Closure of Barclays Bank on 29th Jan: Clerk to write to Savills to ask them to target high street financial institutions with the purpose of bringing a shop front bank to the West Way Centre **COMPLETE**

20/101:

- **VOWH Consultation on new Licensing Policy:** Councillors able to comment by 17th Dec <https://survey.southandvale.gov.uk/s/StatementofLicensingPolicy/>
- **OALC Training Courses 2021:** Councillors to review and advise Clerk of any interest

20/103:

2. **2021-22 Budget:** Clerk to publish final agreed budget on website. **COMPLETE**

3. **Virements:** Clerk to action approved list. **COMPLETE**

4. **Accounting Software:** Clerk to initiate changeover from Rialtas to Scribe. **COMPLETE FOR TRANSITION IN JANUARY**

5. **Financial Regulations:** Clerk to publish approved updated document on website. **COMPLETE**

6. **Scout Hut Lease:** Clerk to write to solicitors as per instructions agreed in meeting. **COMPLETE**

7. **Council Meetings:** Clerk to (1) Change time of Dec meeting to 7.30pm **COMPLETE** (2) Reschedule any committee meetings currently on Council meeting nights **COMPLETE** (3) Circulate pared-down list of suggestions for discussion at January meeting **ONGOING**
8. **Standing Orders Review:** Clerk to produce a single doc, based on model SO but add in green highlighted sections from current SOs for review at Dec/Jan meetings. Ensure changes are visible in draft. Share doc with cllrs for review and comment using suitable software. **COMPLETE**
9. **E&W Committee:** Draft submission on the Oxfordshire Growth Board's 'Strategic Vision for Oxfordshire' for review by E&W 10th Dec & full Council 17th Dec – **Cllr Church COMPLETE**
10. **R&A Committee:**
- (a)(b) **T21 and T24:** Clerk to instruct contractors to complete work as quoted **ONGOING-WORK PLANNED FOR JANUARY**
- (c) **Gate in LM Upper Field:** Clerk to instruct contractor to replace damaged socket **COMPLETE**
- (d) **Extra R&A Meeting in Dec:** Clerk to arrange date via Doodle Poll to discuss use of LM Fields, MUGA nets and gravel for entrance paths **COMPLETE**
11. **Cumnor Parish Neighbourhood Plan Consultation:** Cllr Kay to submit approved response. **COMPLETE**

20/115: CLERK'S REPORT. The Clerk reported as follows:

- Multi-Pay Card for the Clerk approved and to be issued in the next few days
- Scribe Accounting were in the process of transferring the cashbook to their software to be completed in January.
- Meetings – draft list of 2021-22 meetings in progress for approval at the Jan meeting. Committee meetings had been rearranged where they were on the same evening as Council meetings – Comms Cttee moved from 21st Jan to 4th Feb and F&GP moved from 25th Feb – 11th Feb.
- Request letter to get a high street bank to the West Way Centre – David Banks from Mace had responded that they were unable to help as the decision by all banks to scale back their high street presence meant attracting one to the new development was unfeasible. Barclays closing their existing premises meant that there was insufficient business for a bank in this location.
- Seacourt Hall – Lease requirement to report defects to Savills at year end: Cllr Kay had noted cracks in the ceiling plaster at either end of the partitions. Cllr Berrett noted concerns with the automatic door and Cllr Potter asked if Savills could be flexible on the one year timing of the snagging list as it had not been possible to use the hall much this year due to Covid. Cllr Kay to contact Savills to raise these points.
- Vale DC Parish deep clean 5 days 1st to 5th Feb to include litter picking, sweeping and removing weeds/moss on pavements. They were not clearing roads and only land to which the public was permitted access and under DC control. Councillors were asked to advise the Clerk of areas for consideration for agreement at the January meeting.
- The ICO advised of an FOI complaint by a parishioner against NHPC that had been accepted for investigation. However, due to a backlog of cases they would write to request further information at a later date.
- The Zip wire had been taken out of service due to it being faulty and HAGs had agreed to mend this under warranty. They had committed to install new parts as soon as the weather was dry enough.
- A reminder of the Clerk's leave booked from Wednesday 23rd Dec to Friday 1st Jan inclusive. An out of office message to be added to emails and voicemail and monitored when possible but only urgent message responded to.

- The Clerk had been asked by Council to report any Councillor Code of Conduct incidents: Cllr Dowie had again accused the Clerk of maladministration in connection with draft minutes. He had again been asked to retract the statement but had not done so.

20/116: COUNCIL MOTIONS. Cllr Church joined the meeting during this item.

Cllr Potter PROPOSES and Cllr Berrett SECONDS the following motion:

In response to requests on social media from members of the public for information about the background to a petition launched by the 4th Oxford Scout Group on 5th December 2020, Council RESOLVES to create a page on the NHPC website where documentation of previous discussions and decisions taken by Council in relation to a lease agreement with the 4th Oxford Scouts are compiled for easy access by the public **(Paper 2)**.

Cllr Potter explained that the 4th Oxford Scouts had circulated information about the Scouts lease on-line and councillors had received questions about the Council's history of engagement on the subject, which was currently difficult to find on the website. In response she had compiled a document which included extracts from past minutes etc to produce a summary document. The information would be uploaded as a new subpage from the LM Fields page with a direct link to news items so all relevant information could be easily located. Cllr MacKeith thanked Cllrs Potter for producing a clear summary which she thought many people would find helpful. Cllr Dowie expressed concern on the content which, in his opinion, was not an accurate representation of the facts which would add to further confusion and the perception that we were a 'badly behaved' Council. Cllr Potter responded that it was a record of official information held by the Council.

Cllr Fairclough Proposed to curtail discussions and move to a vote and this was agreed. The Chairman advised that the main Motion had a Proposer and Seconder and Cllr Dowie requested a named vote. All voted in favour, except Cllrs Dowie and Allen who voted against, and Cllr Rankin abstained so the motion was APPROVED.

20/117: COUNCIL MATTERS

Finance

1. Approval of Receipt & Payments (Paper 3):

Payee	Description	Payment (inc VAT)	Receipt
Scribe Accounting	Set up for current year and annual software licence Inv 1409	£980.40	
BT	Quarterly charges & New Phone Line & Broadband Installation	£393.86	
EE	Clerk's Mobile Phone Dec	£29.99	
Kitson Consulting	Website support Inv 2020-12-01-NHPC-01	£45.00	
Graham Sillman	Inv 1120/J941 LMPF Quarterly Inspection 25/11/2020	£190.00	
Graham Sillman	Inv 1120/J943 LMPF cut back vegetation, path ivy removal, replace 2 bollards, replace gate socket	£867.00	
Various	Total salaries, pension & HMRC	£3,524.69	
Sharon Henley	Reimbursement for purchase of two Basketball nets from Newitts as approved by R&A Cttee	£20.15	
Total for December		£6,051.09	£0.00

Cllr Kay Proposed, Cllr Fairclough Seconded and councillors unanimously APPROVED the above payments.

2. Approval of Precept Request Letter (as per budget previously approved) (Paper 4)

The Chairman confirmed the Precept request amount was for £98,101 as per the approved budget. Cllr Dowie requested a named vote. Cllr Kay Proposed, Cllr Dykes Seconded and all

voted in favour, except Cllrs Dowie and Allen who voted against so the resolution was APPROVED.

3. **Resolution to change year end reporting from Income and Expenditure to Receipts and Payments for the current financial year (Paper 5).** The Clerk briefly summarised the main points which were that NALC's JPAG guide recommended the simpler R&P reporting rather than I&E for this size of Council. The requirement would be for the year end AGAR figures for the last financial year to be 'restated' in R&P format with a note to the auditor. This would be the best time to change over as the Scribe accountant had agreed to assist with changeover in with the transition to a new cashbook.

Cllr Kay Proposed, Cllr Bastin Seconded and councillors voted unanimously to APPROVE the resolution.

Councillors agreed to a five minute meeting break at this point and the meeting restarted at 20.39 hours.

General

4. **Standing Orders Review (Paper 6):** Councillors to consider the circulated draft and provide feedback for the Clerk to produce a second draft for consideration in the January Council meeting. The following amendments were agreed in principle for review and approval at the January meeting:
- All proposed deletions already indicated in the initial draft.
 - P4 (1)t Councillors speak for a max (5 mins) on any motion (plus right of reply for proposer at end of debate): Some councillors thought this should be less than 5 minutes so the option of 3 or 5 mins to be included in the draft.
 - P8 Councillors' questions. Recommendation by Clerk to delete: Cllrs were unsure about removing the item but could move it to later in the agenda.
 - P8 e iii Online petitions not requiring physical signatures should state just an address or postcode but no physical signature.
 - P11 (3) z A meeting shall not exceed (2 or 2.5 hours) or delete as currently not included. N.B. suspending Standing Orders allows this to be overridden at any meeting if desired: 2 hours to be added to the draft.
 - P15 (7) Previous resolutions. Notice required by at least (8) Councillors
 - P20 (14) b For a code of conduct complaint made by Proper Officer (i.e. Clerk) the Chairman nominates another staff member to handle it. Not possible so delete.
 - P28 (22) a Relations with the press / media. Produce a separate policy or reword this? Cllr Church noted the current Standing Orders were out of date as it did not mention social media. Cllr Berrett suggest the Comms Committee could draft a policy for the Feb meeting. The Clerk to make an updated draft document with the above amendments for the January meeting.
5. **Bus shelters:** Cllr Kay to update Council on progress and Council to review and agree wording of the new contract with PrimeSite Media (**Paper 7**). The paper had not been provided by PrimeSite Media yet so the item was deferred to the January meeting. The Chairman confirmed that the Westminster Way shelter was being installed as a replacement.

6. Defibrillators

- a. **Purchase of new unit for Seacourt Hall (including cabinet)** at a cost of around £1.5k to be funded from Seacourt EMR (Cllr Kay to circulate details of costs).
Cllr Kay circulated information on three units available from St John Ambulance. The Zoll unit was suggested as it was suitable for use for under 8 year olds if the infant pads were also purchased and a similar cost to the other similar unit. It was suggested that Mace were approached as a possible source of funding. After discussion Cllr Kay Proposed for the Clerk to order the Zoll defibrillator at a cost of £1,065 plus VAT, the Infant Pedi Padz at £60 plus VAT and the Defibsafe 2 cabinet at £505 plus VAT, and

in addition to ask Graham Sillman to provide an installation cost. Mace to be approached with a funding request but if unsuccessful a maximum of £2,500 to be taken from the Seacourt Hall EMR. This was Seconded by Cllr Dykes and Cllr Dowie requested a named vote. All voted in favour, except Cllrs Allen and Dowie who abstained so the resolution was APPROVED.

- b. Cllr Berrett to confirm about unit to be sited in the Co-Op. This item was discussed prior to (a) in order to inform any purchasing decision. It was confirmed that this unit was currently with Cllr Bolder and had never been installed. It was not allowed to be installed in a cabinet (a requirement by the provider, the British Heart Foundation), so would not be suitable for the Seacourt Hall as the requirement there was for a unit with 24 hours access on the outside of the building. The Co-Op had advised that has this unit would not be suitable for locating within their store and, after discussion it was agreed that Cllr Berrett would ask whether it could be installed in the Reception area of the student flats.

7. R&A Committee items (Cllr Potter):

- a. Report from meeting on 9th Dec: Cllr Potter reported that the Quarterly play area safety report had been reviewed and Graham Sillman to continue quarterly inspections. Council to be asked to approve expenditure of £250 for ROSPA training for the Caretaker at the January meeting.
- b. To approve terms and conditions for use of Louie Memorial Fields by outside organisations: The Committee had agreed that suitable wording to be drafted for the website and noticeboards around the LM Fields and Village Green to encourage event organisers to contact the Clerk during the event planning process to determine steps required. The Chairman requested the draft notices were circulated to councillors before finalisation.

8. Environment & Wellbeing Committee items (Cllr Church):

- a. Report from meeting on 10th December. The Committee had agreed to progress the review of green spaces and look at smaller outdoor spaces via a workshop, potentially to be held on Saturday Feb 20th with various conservation groups and stakeholders. A working group was being set up with look at registering Footpaths in the Parish - the Ramblers Association and the volunteer group from Hinksey Height Nature Reserve to be invited. The Green Guide was moving ahead.
- b. Review Draft submission on the Oxfordshire Growth Board's 'Strategic Vision for Oxfordshire' (**Paper 8**) as recommended by E&W Committee on 10th Nov. Cllr Chris Church outlined how the Strategic Vision would inform various plans and affect views of local plans by District Councils so it was important to be recognised as a stakeholder. The draft submission included a recommendation for the Vision to set clearer significant targets rather than wish-list. Cllr Church Proposed to submit the draft report to the consultation and Cllr Dowie requested a named vote. Cllr MacKeith Seconded and all voted in favour, except Cllrs Dowie and Allen who abstained so the draft submission was APPROVED.

- 9. Communications Committee:** Cllr Berrett updated on the Resilience Project progress. She had held an initial working group meeting with Cllrs Church and MacKeith and had looked at the OCC Emergency Plan which required local contacts for triage and emergency reception centres so the group was completing those items. They were looking at possible provision of communications (eg phone charging) and food with Botley responders and Botley Fridge having been identified as contact groups. Work was required to identify vulnerable groups in the Parish. Other issues such as health and loneliness would be tackled with suitable contacts added. Cllr Berrett invited other councillors to join the working group.

The possibility of major power failures was discussed and Cllr Rankin to make enquiries on generator maintenance and costs as one option.

- 10. Review of Clerk's request to attend the on-line SLCC Clerk's Practitioners' Conference 2021 from Tues 23rd to Thurs 25th Feb at a cost of £75 + VAT for members.** As this is an on-line conference it

will be possible to attend just the relevant sessions. To be funded from Local Govt Advice code 130/4165. The resolution was Proposed by Cllr Kay, Seconded by Cllr MacKeith and unanimously APPROVED.

20/118 Other Documents & Letters Received: A letter about business rates had been received from the Vale DC.

20/119 Date of Next Meeting: Thursday 21st January 2021 at 7.30pm via video conference.

20/120 CONFIDENTIAL SESSION

- 1) Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they relate to the Scout Hut lease for which the Council is seeking on-going legal advice and as such the press and public are excluded from this part of the meeting.**

Cllr Dowie requested a named vote and all councillors voted in favour, except Cllrs Dowie, Jones and Allen who voted against so the resolution was APPROVED. Members of the public and County and District Councillors were asked to leave the meeting.

Cllr Dowie suggested moving the votes under item 2(a) to the end of the meeting after other items had been discussed and this was agreed.

- 2) Update on Scouts Lease, Communications from the Scout Group & Judicial Review proceedings by Cllr Kay & the Clerk.** Cllr Kay noted that in addition to a letter sent to NHPC by the Scout Group on 9th December they had also written to parents on the 1st December and set up an online petition to 'save the Scout Hut'. He also advised that the Judicial Review would not now be decided until January and an update was expected for the January meeting. Items 3 onwards were discussed following this.

Items (a) and (b) below were discussed following item 5.

- a) Council to agree that the clerk is to write to the Scout Group with a detailed response to their letter of 9th December, including the wording contained in the draft response circulated prior to this meeting. Proposed by Cllr Kay and Seconded by Cllr Rankin. (Confidential Paper 9).**

The draft letter was discussed and Cllr Potter Proposed that the relevant resolutions agreed under item 3 below at this meeting were added. This amendment was Seconded by Cllr Kay with Cllrs Allen voting against and Cllr Dowie abstaining. All others voted for so the resolution was APPROVED.

Cllr Rankin also Proposed some additional wording which was reviewed and Seconded by Cllr Fairclough. Cllrs Allen, Dowie, Jones, MacKeith and Potter voted against and Cllrs Kay, Blase and Berrett abstained. All others voted in favour so the wording was APPROVED.

Cllr Kay then Proposed to approve the draft letter with agreed amendments and this was Seconded by Cllr Potter. Councillors voted in favour except Cllrs Dowie and Allen who voted against so the resolution was APPROVED.

- b) Council to agree for the payment of subsequent legal fees to be assigned from the General Reserves. Total projected amount of approximately £10,000 should costs not be awarded to NHPC. This was Proposed by Cllr Kay, Seconded by Cllr Rankin and all voted in favour, except Cllrs Dowie, Allen and Jones who voted against, so the resolution was APPROVED.**

3) Special Resolution Proposed by Cllr Berrett, Seconded by Cllr Potter and supported by Cllrs Bastin, Blase, Bolder, Church, Jones, Kay and MacKeith in accordance with Standing Order 35.

The following special resolution has been submitted by a total of 8 Councillors to enable discussion of part amendments to decisions made by NHPC in the Council meeting of 15th October 2020 under agenda item 20/83 (7) 'Scout Hut lease' in line with NHPC Standing Orders Part II, Section 35.

DK read this out:

Council confirms their decision that the Tenancy at Will previously in place has now been terminated, as notified to the Scout Group, and notes that currently as they have not signed a new lease to replace the one which expired on 1st July 2020 they have been given a date of 31st December 2020 to vacate the Scout Hut.

Council now resolves the following:

- *To extend the period that the Scouts Group are allowed access to the Scout Hut to remove their belongings to a later deadline of 31st January 2021, by which time they must vacate the premises.*
- *To separately make a new offer to the Scout Group of a short-term lease, with the terms being the same as included in the previous 1 year lease offered to them in July 2020 other than the expiry date of this new lease now being set at 30th April 2022. There is a deadline of 20th January 2021 for returning a signed copy of this new lease, which, if met, negates the need for the Scout Group to vacate the premises by 31st January 2021. Should this deadline not be met then that deadline for vacating the Scout Hut remains in place.*
- *The Clerk to write to Knights asking them to convey the above decisions to the Scouts.*

The above items were discussed with concerns being raised about the short deadlines now stated. From information on the SATC website it was thought that the £450 the Scouts stated they would have to pay for the new lease was a fee charged by the SATC as custodian trustees to check the new lease.

Cllr Bastin Proposed an amendment point 1 to change the date of 31st Jan to 1st March 2021 to give an additional four weeks and to change the deadline in paragraph 2 to 24th Feb 2021 to give the Scout Group further time to seek legal advice.

This was Seconded by Cllr MacKeith. Cllr Dowie requested a named vote. Cllrs Berrett, Blase, Bolder, Church, Jones, MacKeith and Potter voted for. Cllrs Dykes, Fairclough, Rankin and Kay voted against and Cllrs Dowie and Allen abstained so the amendment was APPROVED.

Cllr Berrett Proposed an additional amendment to include wording on a public meeting to "resolve to plan for a public meeting to re-engage the community on options for the future of both the pavilion and the scout hut. A proposal on this will be presented at the January meeting." This amendment was Seconded by Cllr Potter and Cllr Dowie requested a named vote. Cllrs Bastin, MacKeith, Kay, Potter, Jones, Berrett, Blase, Bolder and Church voted for, Cllrs Rankin, Fairclough and Dykes voted against and Cllrs Dowie and Allen abstained so the amendment was APPROVED.

Cllr MacKeith Proposed a third amendment to add in that NHPC would pay the SATC fee of £450 if the Scouts sign the new lease. There was no Secunder so this was not taken forward.

The complete motion with amendments as follows was then voted on:

- *To extend the period that the Scouts Group are allowed access to the Scout Hut to remove their belongings to a later deadline of 1st March 2021, by which time they must vacate the premises.*

- *To separately make a new offer to the Scout Group of a short-term lease, with the terms being the same as included in the previous 1 year lease offered to them in July 2020 other than the expiry date of this new lease now being set at 30th April 2022. There is a deadline of 24th February 2021 for returning a signed copy of this new lease, which, if met, negates the need for the Scout Group to vacate the premises by 1st March 2021. Should this deadline not be met then that deadline for vacating the Scout Hut remains in place.*
- *Plan for a public meeting to re-engage the community on options for the future of both the Pavilion and the Scout Hut. A proposal on this will be presented at the January meeting.*
- *The Clerk to write to Knights asking them to convey the above decisions to the Scouts.*

Cllr Berrett Proposed and Cllr Potter Seconded. Cllr Dowie requested a named vote. Cllrs Bastin, Blase, MacKeith, Kay, Potter, Berrett, Jones and Bolder voted for and Cllrs Rankin, Fairclough and Dykes voted against with Cllrs Dowie, Church and Allen abstaining so the amended resolution was APPROVED.

4) Motion Proposed by Cllr Dowie & Seconded by Cllr Allen:

NHPC agrees under Standing Order 86 (Standing Orders, Part II, Section 86: Variation, Revocation and Suspension of Standing Orders) that Standing Order 35 (Standing Orders, Part II, Section 35: Recission of Previous Resolution) be suspended in relation to the item of business concerning the decision to terminate the Tenancy at Will of the 4th Oxford Scout Group/SATC and ask the Scout Group to vacate the Scout Hut by 31st December 2020.

All councillors voted against except Cllrs Dowie and Allen who voted for, and Cllrs Jones and Bolder who abstained so the resolution was NOT APPROVED. The Standing Orders were not suspended so item 5 was not discussed.

5) Motion Proposed by Cllr Dowie & Seconded by Cllr Allen:

NHPC agrees to withdraw its notice of immediate termination, put in place again the Tenancy at Will set out in Knights letter of 09 July 2020 and agrees to discuss a long-term lease which maintains all the Scout Group's legal rights, as before, but with a break clause exercisable by the Parish Council if and when it gets funding for the pavilion project.

There being no further business the meeting closed at 22.25 hours.