



Minutes of a Meeting of North Hinksey Parish Council

held at 7.30pm on Thursday 25th March 2021 via video conference

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

In Attendance: Sharon Henley, Clerk, County Cllr Judy Roberts, District Cllr Emily Smith

Members of Public: 8

20/147: Apologies for Absence: Cllr Rankin

20/148: Declarations of Interest in Items on the Agenda: There were none.

20/149: Approval of Draft Minutes

1. Parish Council Meeting 25th February 2021: Cllr Dowie proposed amending the wording in 20/137. This was seconded by Cllr Allen and Cllr Dowie requested a named vote. Cllrs Kay, Dykes, Blase, Fairclough, Potter, Berrett, MacKeith and Church voted against, Cllrs Jones, Bastin and Bolder abstained so the amendment was NOT APPROVED. Cllr Kay proposed to accept the draft minutes and Cllr Blase seconded with Cllr Dowie requesting a named vote. Cllrs Kay, Blase, Potter, MacKeith, Fairclough, Church, Dykes and Jones voted in favour, Cllrs Dowie and Allen voted against and Cllr Bolder abstained so the minutes were APPROVED.
2. Environment & Wellbeing Committee 4th March 2021. Cllr Kay proposed to approve and Cllr Church seconded and Cllr Dowie requested a named vote. The committee members voted with Cllrs Bastin, Berrett, Potter, MacKeith, Church and Blase in favour and Cllr Dowie against so the minutes were APPROVED.
3. Allotments Committee 11th March 2021. Cllr Dowie proposed an amendment to item 4e(i) but this was not seconded. Cllr MacKeith proposed to approve the draft minutes, Cllr Fairclough seconded and Cllr Dowie requested a named vote. Committee members voted and all were in favour except Cllr Dowie who voted against so the minutes were APPROVED.

20/150: Matters raised by Members of the Public:

Question 1

The guidance recently sent by the Clerk (the RFO) indicates that items gifted should be valued at one pound on the asset register. The legal costs of acquiring the Scout Hut presently stand at around £30k. The 4th Oxford Scout group had the hut insured for around £70k showing that the Scout hut is a valuable community asset. So why does the Scout Hut value appear on the assets register as one pound?

Response by the RFO

The Scout Hut was not purchased or built by NHPC therefore it has been received as an asset at zero cost. In either the case of a gift or an asset of community value the value would be recorded at £1. This is not a reflection of its insurance value and we haven't recorded any insurance values in the updated Asset Register as per the guidance.

You mention "The legal costs of acquiring the Scout Hut presently stand at around £30k" but it has recently been confirmed that the Scout Hut was always the legal property of NHPC as the landowners. The sum of money spent on legal fees, which is less than £30,000, was in connection with offering the Scout Group a new lease and the Judicial Review raised by a parishioner, and not on the costs of acquiring the building. Even if that were the case, the guidance states that 'any costs of bringing gifted assets into productive use should be expensed as revenue items'.

In addition, even if the Scouts had signed a new lease and remained in the hut then the valuation would now be shown as £1.

The member of public then asked if the Scout Hut was being listed as a gifted asset and the RFO confirmed that it was.

Question 2

Why is the Parish Council considering spending £1949.88 of North Hinksey parishioners' money on a capital project (installation of PV panels) on a building (Dean Court Community Centre) that is not in North Hinksey parish, when neither the Seacourt Hall nor the Louie Memorial Pavilion has the benefit of similar panels, and the parish in which the Dean Court Community Centre lies (Cumnor Parish) is not prepared to offer more than £500.00, and Dean Court Community Centre is unable to demonstrate in its application how many, if any, North Hinksey parishioners use it? Will the Parish Council make similar grants to other neighbouring parishes, such as Kennington or Oxford City if requested.

Response by Cllr Kay

The simple answer to this question is that the matter is being considered because we received a grant request for that sum from Dean Court Community Association.

I am glad that you have pointed out that the current pavilion does not have solar panels, and note that our plans for the new pavilion do include a range of eco-friendly design features including such panels. Perhaps this will persuade you to support our efforts to build that new pavilion?

I had already spotted that Cumnor Parish, in which the Centre is located, have previously provided a grant of only £500, and I was intending to highlight that fact in our discussions, which, as you know, will only take place later in this meeting.

The reason that this is a valid request to make to North Hinksey Parish Council is that we know many of our parishioners do use the Dean Court Community Centre for activities, and if you have read the grant application to us fully you will presumably have noticed that in their Objects they define the area of benefit as being 'Cumnor and North Hinksey Parishes as defined by the Vale of the White Horse District Council (or by any competent authority succeeding it)'. Any charities based in other surrounding areas who similarly offer services to our parishioners would likewise be able to ask us for a grant. How much we actually give them is down to Council as a whole to decide.

Question 3

Why were copies of NHPC annual accounts not made available at the recent Annual Parish Meeting, as is normal practice"?

Response from Clerk/RFO

The agenda for this year's APM was put together by a group of councillors, including the NHPC Chairman and Comms Committee Chairman and was discussed at the February full Council meeting to give the opportunity for feedback from all councillors.

I note that the accounts were an agenda item at NHPC's 2019 APM but although some parish councils include an overview of finance at the APM it is not a legal requirement. The APM is not a parish council meeting and discussions are usually centred around more community-based matters. The Annual Meeting in May is the meeting when the end of year accounts are discussed in detail. Had I been asked to include the end of year accounts for 2019-20 as an agenda paper I would of course have done so, but these papers have been readily available for inspection on the NHPC website since the middle of last year and members of public have the opportunity to ask questions at each full Council meeting, as well as the quarterly Finance & General Purposes Committee meetings.

The Clerk was asked to send copies of the answers to those who had emailed the questions.

20/151: Reports from County & District Councillors

District Cllr Emily Smith reported that the vaccination programme was going well but supplies would be slowing down in April so some may have to wait a little longer for their first dose.

It had been agreed to go ahead with a Joint Local Plan for the Vale and South Oxfordshire District Council. Cllr Potter asked how those not living in the area could comment on where they do not live. Cllr Smith confirmed that there would be policies for individual councils which would be more localised and also opportunities for joint spatial planning. Planning Committees would operate for each area only and it would just be the policies that were shared.

Cllr Church observed that the period of new local plan would be fundamental in delivering commitment to net zero throughout the district but the two areas had two different target deadlines. Cllr Smith confirmed that if targets were reached ahead of schedule then it would be positive but a lot of the policies would not be covered by the Local Plan.

County Cllr Judy Roberts spoke about the road closure on Westminster Way and people driving through the pedestrianised area all day long during the closure. She asked to be advised if the problem continued. The Yellow lines were all now in place with any gaps now filled and those in Arthray Road re-painted. Cllr MacKeith advised that the yellow lines could not be completed in by the yard in Old Botley because a vehicle was parked there - Cllr Roberts to chase. There was a consultation on the A34 Lodgehill slips which was not friendly to cyclists and a landowner declaration relating to land at Hinksey Heights. All were invited to respond to the consultation. Cllr Kay advised that the library intended to open up on 12th April but dates should be checked on the website.

A parking enforcement company had received an out of court settlement as the tender had been incorrectly carried out by OCC.

20/152: Review of Actions (Paper 1)

19/98 Burial Facilities: CARRIED OVER

20/70:

1. Tree Survey. Clerk to obtain further quotes and arrange for urgent works ONGOING.

20/81

- Wi-fi installation for Parish Office/Seacourt Hall: INSTALLATION COMPLETE, BOOSTER REQUIRED-CLLR BASTIN TO ADVISE FOLLOWING FURTHER TESTING BY SHMC.

20/83

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

17 Dispose of 'Kustom' amplifier, speaker and microphone system, induction loop and associated cabling: Clerk to arrange disposal through Freecycle or similar. ONGOING POST LOCKDOWN

20/115

- Zip Wire Repair: The Clerk to chase HAGs to attend site to repair and reinstate equipment. COMPLETE.

6. Defibrillator:

(a) Clerk/Chairman to check with Mace if funding available, otherwise order agreed Zoll unit to include set of pads for under 8s and cabinet, and obtain a quote from Graham Sillman for installation, total max £2,500 from Seacourt EMR. ITEMS RECEIVED. INSTALLATION PENDING.

9. Resilience Project: Cllr Berrett to continue with group initiatives. Cllr Rankin to make enquiries about generator provision. Cllr Berrett to report back to Council on progress. ONGOING

20/129 Public meeting proposal: Pavilion plans:

(b) Cllr Berrett to work with Clerk and Chairman to plan parishioner engagement at APM on 18th March. COMPLETE

20/130

10. ROSPA Training for Caretaker: Clerk to arrange training. ONGOING-CURRENTLY ON WAITING LIST FOR POST LOCKDOWN.

20/142 - Finance

3. Fixed Asset Register- Clerk to clarify insurance value figures in draft spreadsheet and include for review and approval at March meeting. COMPLETE.

5. Financial Risk Assessment:

(a) Create Investment Policy

(b) Contingency Plan for loss of key personnel

(c) Annual Review of Insurance Cover

6. BT Cloud Phone – Clerk to arrange for cancellation prior to 30 days (10th March) COMPLETE.

7. Reschedule F&GP Meeting from 8th to 15th April on website. COMPLETE.

20/142 – General

1a. APM Agenda

(a) Clerk to seek advice on whether parishioner question is valid for a parish poll and on appropriate method for voting by parishioners at APM COMPLETE

(b) Production of Video: Cllr Jones to arrange editing and project completion in time for APM COMPLETE

(c) Newsletter: Cllr Kay to circulate distribution list to cllrs for delivery within one week of Council meeting. COMPLETE

2. Zoom Account: Clerk to upgrade to Business Account in time for APM. COMPLETE

3. Grass Cutting: Clerk to instruct BGG for LMPF, Village Green and Churchyard and add Nature Reserve grass cutting to Allotments Cttee agenda. COMPLETE

4. a. OPFA membership – Clerk to arrange subscription COMPLETE

b. (i) Bins – Clerk to instruct Graham Sillman on removal and replacement of concrete bin COMPLETE

(ii) Clerk to order Glasdon Topsy Jubilee Bin COMPLETE

c. Zumba – Clerk to approve classes subject to agreed stipulations COMPLETE

d. Bird Boxes – Cllr Potter to arrange installation prior to start of bird nesting season COMPLETE

5. Tree Work. Clerk to arrange work at

(a) allotments – T3, 8, 7 & 9 CONTRACTOR INSTRUCTED but advised work should take place in summer

(b) Village Green – T4 - Tree climbing survey COMPLETE. Quotes provided for March Meeting.

6. OALC training course for Cllr Kay – Clerk to book COMPLETE

7. Bus Shelter Agreement: Clerk to arrange virtual signing by Clerk, Chairman & Vice Chairman COMPLETE

8. Cllr Fairclough to produce paper on Military Covenant Trust Fund and Clerk to add to the agenda for the March Council meeting ONGOING for April meeting.

9. Oxford to Cambridge Expressway – Cllr Kay to respond that NHPC does not have any concerns regarding the proposed NEA / NEG merger COMPLETE

20/146

(2) Scouts' Lease

(a) Clerk to contact Scout Group to make arrangements for handing over keys for gates and doors and confirm situation regarding utilities COMPLETE

(b) Clerk to liaise with Knights in terms of process for awarding of costs (if awarded) for JD and make arrangements to receive money from parishioner ONGOING

(3) Website – Cllr Berrett to add info to timeline on Scouts' lease info and create new link from homepage COMPLETE

20/153: CLERK'S REPORT

Play Areas

- The Quad Rocky Rider had been removed from site following the Quarterly inspection as one of the welds had snapped. Playdale arranged for the item to be fixed under warranty but Graham Sillman's time had been spent removing the equipment, making the wetpour safe, making arrangements with Playdale and replacing the item on site.
- The concrete bin at the Lower Louie Memorial Car Park had been removed, the new bin fitted and existing signs transferred over.
- HAGS had completed the Zip wire repairs under warranty.
- BT Cloudphone – BT advised that this was not included in the price rise so could not be cancelled free of charge. NHPC had a contract until 2023 which would be costly to cancel so no further action.
- The Caretaker was on annual leave and Murray Rankin had kindly agreed to cover. The Clerk reminded all about her leave w/c 29th March until Tuesday 6th April.
- Tree work approved on T3 walnut and T8 oak (both at the allotments) had been postponed until summer at the contractor's advice.
- Legislation around continuance of virtual meetings beyond 6th May. At present the government had no plans to extend these but there was a joint action from within the sector to get this extended with a hearing on 19th April to determine whether a change to primary legislation was needed. If legislation was not extended it was suggested that the Annual Meeting was brought forward to 6th May from 20th May to ensure it could legally be held via videoconference, as recommended by OALC.
- Code of Conduct update: The Committee on Standards in Public Life had produced a model code but Oxon Monitoring Officers were awaiting guidance from the LGA before bringing it in.
- Vale Deep Clean 4th-10th May – This had been re-arranged from February and the Vale had confirmed which of the requested work could be completed. The Clerk to discuss further with Cllr MacKeith to identify items to be queried with the Vale.
- Cllr Kay added that the Neighbourhood Plan Referendum would be held on 6th May.

20/154: COUNCIL MOTIONS

The Chairman outlined a couple of requests for changes to the agenda order:

- The presentation at item 5 by Hinksey and Osney Environment Group should take place at 8.45pm.
- Cllr Berrett to bring forward her report on the Public Art at item 11 prior to Cllr Jones' motion to give context to that discussion.

These were APPROVED by a show of hands.

Item 11 – report on Public Art: Cllr Berrett outlined that a small working group was working with Vale DC Arts Officer to commission work for West Way Place with S106 money. Twelve artists had responded to the brief produced in November and they had been shortlisted and interviews held. The group had worked with Fusion Arts and had selected three artists who would be required to carry out public consultation as part of the project. These artists were a mural specialist, a stone sculptor and a mosaic artist.

Motion by Cllr Jones, seconded by Cllr Kay.

Council resolves to set up a working group to attract additional funding and to help coordinate public participation in the process of designing and installing an art project in the A34 Underpass. This Underpass Artwork Working Group is to report in directly to full Council.

Also Council is to agree councillor membership of the working group and method of initial communication about it to parishioners.

Cllr Jones confirmed that the Vale DC held an Arts budget for around £40,000 for the whole arts project. In terms of the moral proposal there was sufficient money available from within that overall budget for phase 1 but there may be a need to raise money for phase 2 at a later date if we wanted to cover most or all of the underpass walls with a mural. Around ten neighbours and one architect had expressed an interest in the underpass project but she anticipated further interest when the project was made public. A named voter was requested by Cllr Dowie with all councillors voting in favour except Cllrs Dowie and Allen who abstained so the motion was APPROVED with councillor members being Cllr Jones, Kay, Church and Berrett. The project and working group plans to be communicated via the NHPC website and social media sites, the Sprout May issue, and by putting up posters to promote the whole arts project at the same time.

20/155(a): COUNCIL MATTERS

1. Finance

- 1) To approve annual subscription to OALC for 2021-22 at a cost of £1,044.76 to be funded from Local Govt Advice and Subscriptions budgets. This was proposed by Cllr Kay, seconded by Cllr MacKeith and unanimously APPROVED.
- 2) To approve Receipts & Payments

| Item | Description | Method of payment | Total Amount inc VAT |
|---|---|-------------------|----------------------|
| Paid & previously approved at Council Meeting or urgent invoices paid in accordance with Financial Regulations | | | |
| Lloyds Bank Multipay Card | Monthly Fee Feb | DD | £3.00 |
| EE | Clerk's Mobile Phone March | DD | £29.42 |
| Toolstation | Padlocks for former Scout Hut | Multipay card | £19.98 |
| Zoom | INV73118356 | Multipay card | £48.00 |
| OALC | Village Green Training Event for David Kay | BACs | £60.00 |
| OPFA | Annual Subscription | BACs | £74.00 |
| Post Office | Postage for Allotment Tenants Mailout | Multipay card | £66.00 |
| For Approval | | | |
| Thames Valley Copiers | Balance of invoice 116752 and Credit Note 9th March for Annual Maintenance Agreement | BACs | £24.52 |
| OALC | Annual Membership Subscription | BACs | £1,044.76 |
| BT | Inv Q080UQ 1st Jan - 31st May - Parish Office & Seacourt Hall broadband and Parish Office Phone | DD | £172.62 |
| Clive Smith | 10 bird nest boxes for LM Playing Fields | BACs | £150.00 |
| The Whole Tree Co | Climbing Tree Survey on T4 Ash on Village Green | BACs | £295.00 |
| Graham Sillman | Inv221/J958 Drill Holes Junior Multiplay & Concrete Bin - LM Playing Fields | BACs | £42.00 |
| Graham Sillman | Inv221/J956 Quarterly Inspection of Play Area Equip | BACs | £190.00 |
| Graham Sillman | Inv121/J953 Installation of two metal postboxes at Seacourt Hall | BACs | £30.00 |
| Graham Sillman | Inv121/J952 Removal and repair of Rocky Rider with Arms | BACs | £328.00 |
| Graham Sillman | Inv121/J951 Installation of Basketball Hoop Nets | BACs | £85.00 |
| Graham Sillman | Inv1020/J938 Community Orchard Bench Seat | BACs | £610.00 |
| Graham Sillman | Inv321/J959 Repair Quad Rider | BACs | £212.00 |
| Graham Sillman | Inv321/J955 LMPF New Bin - Car Park | BACs | £428.00 |
| Jonathan Madden | Reimbursement for Jabsco Bilge Pump & Spares Kit (as approved by Allotments Committee) | BACs | £89.94 |
| Glasdon UK Ltd | InvS1812283 Bin for LM Playing Field | BACs | £353.72 |
| NSALG | Annual Membership Subscription (as approved by Allotments Committee) | BACs | £67.00 |
| Knights plc | Inv 633789 Advice re Scout Group - refer to billing guide | BACs | £501.60 |
| Various | Total salaries, HMRC and Pension for March | BACs/SO | £3,524.69 |
| Total for March | | | £8,449.25 |

Cllr Dowie thought the Knights Solicitors invoice should not be approved so Cllr Kay proposed that initially all payments should be approved except the one for Knight Solicitors. This was unanimously APPROVED by all except Cllr Fairclough who was absent for this item.

Cllr Kay then proposed to approve the Knights payment and Cllr Dowie requested a named vote. All were in favour except Cllrs Jones and Allen who abstained, Cllr Dowie who voted against, and Cllr Fairclough who was not present for this vote so the Knights payment was also APPROVED.

- 3) **To approve draft Fixed Asset Register.** As requested at the February meeting the Clerk clarified the quoted insurance figures on the Excel spreadsheet version. The figures for buildings insurance had been taken from the insurance policy schedule and previous Fixed Asset Register but were for information only. Any work to determine insurance values was entirely separate from the Fixed Asset Register valuations produced under the JPAG guidance and insurance values did not appear on the Scribe version now presented for approval. There had been one minor update to insert the 'Purchase Value' of the Land at Allotments between NHL and S Stream at £1 as a Community Asset as per the other allotment land.

The Clerk responded to a number of questions raised by Cllr Dowie via email. Cllr Dowie asked why the path from Arnolds Way to the children's play area in the Lower Louie Memorial Field had not been listed. The Clerk advised that this did not appear on the previous register but could be included as a 'Community Asset' of £1 value if councillors agreed. This was proposed by Cllr Kay, seconded by Cllr Blase and unanimously APPROVED.

Following further discussion Cllr Kay proposed to approve the Fixed Asset Register with the above addition and this was seconded by Cllr Blase. Cllr Dowie requested a named vote and all voted in favour except Cllrs Dowie and Allen who voted against so the document was APPROVED.

The chairman announced a 5 minute break as the meeting had been in session for one hour and the presentation from HOEG at item 5 took place when the meeting resumed at approximately 20.45pm, as agreed.

- 4) **To consider grant application from Dean Court Community Centre for £1949.88:** Anna Pearson from the Centre explained that the funding was for four out of the forty PV panels required. As the Centre was in Cumnor Parish, £500 had been granted by Cumnor PC in line with their grant scheme and it was noted that Cumnor had a similar precept to North Hinksey. Councillors asked which other funding sources had been approached and it was suggested that additional grants may well be available elsewhere for PV panels.
After discussion Cllr Kay proposed to offer a grant of £500 to match that from Cumnor Parish Council and this was seconded by Cllr Jones. All voted in favour except Cllr Church who voted against and Cllrs Blase and Bastin abstained so the grant was APPROVED.
- 5) Financial Calendar for information. This was produced by the Clerk as a guide for councillors following a request at the recent review conducted by Cllrs Kay and Fairclough.

General

2. Draft Policies

- 1) Grievance Policy. This policy had been referred to in 20d of updated Standing Orders so it had been agreed in January to create a new policy. The draft policy was proposed by Cllr Kay, seconded by Cllr Church and Cllr Dowie requested a named vote. All were in favour except Cllr Dowie and Allen who voted against so the policy was APPROVED.
- 2) Document Storage, Retention & Disposal Policy. This was proposed by Cllr Kay, seconded by Cllr Fairclough and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the policy was APPROVED.
- 3) Sickness Absence Policy. This policy had been referred to in 20b of updated Standing Orders so it had been agreed to create a new policy. This was proposed by Cllr Kay, seconded by Cllr Blase and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the policy was APPROVED.
- 4) Press and Media Policy. This had been reviewed by the Communications Committee and updated with minor amendments. This was proposed by Cllr Kay, seconded by Cllr Church and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the policy was APPROVED.
- 5) Updated H&S Policy. This was proposed by Cllr Kay, seconded by Cllr Blase and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the policy was APPROVED.
- 6) Updated Standing Orders (to include references to the above new Policies, now approved). This was proposed by Cllr Kay, seconded by Cllr MacKeith and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the policy was APPROVED.

3. Former Scout Hut

- 1) **Insurance provision for former Scout Hut.** The Clerk advised that public liability insurance was in place, subject to weekly building checks being completed. It had been raised at the previous meeting whether full buildings insurance should be in place. BHIB had advised that, in order to look into this, they would need a rebuild cost which would have to be professionally obtained (at a charge) and they had passed on a contact. Once a valuation was obtained they would ask the underwriters to confirm whether they would be willing to provide cover for an unoccupied building.

A discussion took place and it was thought that an energy assessment should be obtained in addition to the insurance valuation. Cllr Potter highlighted that from 1st April 2018 it was unlawful for landlords to grant new leases or renew existing leases on non-domestic properties which have an EPC rating below E in accordance with Minimum Energy Performance Standards.

Cllr Kay proposed to (a) ask the Clerk to obtain a quote for an insurance valuation. In addition to check what type of insurance that would be available i.e. rebuilding (e.g. if the building was burned down) and to clear the site. (b) Investigate the cost of an energy assessment and bring the quotes and information to the next meeting. This was seconded by Cllr Fairclough and unanimously APPROVED.

- 2) **To review and approve risk assessment and confirmation of arrangements for weekly inspection.** This had been completed by the Clerk. Cllr Blase had agreed to visit the building to confirm water supply outlets and determine the best way forward in terms of legionella testing. This element to be added into the risk assessment following this visit. Cllr Kay proposed to approve the current draft document and then recirculate the document when it was updated. This was seconded by Cllr Blase and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who abstained so the document was APPROVED.
- 3) **Report from Cllrs Rankin, Kay and Potter on other practical matters relating to the former Scout Hut.** This had been covered in the above discussions.
- 4) **Resolution to temporarily increase Caretaker hours by one per month to complete weekly checks.** This was proposed by Cllr Kay, seconded by Cllr Potter and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who abstained so the proposal was APPROVED.

The Chairman noted that the meeting had gone on for two hours and in accordance with standing orders he proposed to suspend standing order 3ff in order to allow the meeting to continue. This was seconded by Cllr Blase and APPROVED.

4. Annual Parish Meeting

Cllr Kay and other Councillors who presented at the APM on 18th March to report back from that meeting, including the following matters:

- 1) **Request for NHPC to run an online survey for parishioners to respond to the question 'Should North Hinksey Parish be a 20mph zone?'** Cllr Bastin advised what would be required in order to put the 20mph zone into place of which informal consultation was one requirement. Cllr Church offered to share guidance from the '20s plenty' campaign. Cllr Potter suggested using Survey Monkey with link to further information via a hyperlink. Cllr Kay proposed to hold an on-line survey asking the question as above. Cllr Dowie requested a named vote. Cllr Church seconded and this was unanimously APPROVED. Cllr Bastin proposed to actively advocate campaign for the 20mph speed limit throughout the parish using whatever social media, website etc we have available and working with national '20's Plenty' campaign. Cllr Church seconded and Cllr Dowie requested a named vote. All voted in favour except Cllrs Dowie and Allen who voted against and Cllr Fairclough abstained so the motion was APPROVED.
- 2) **Report on request for a Parish Poll on the question 'Should North Hinksey Parish Council offer 4th Oxford Scouts a new lease of the Scout Hut, restoring their previous rights'.** Cllr Kay had written to the Monitoring Officer. The motion itself had failed in the meeting, however there had been a recorded request by more than 10 people for a parish poll which

was the number required to meet the legal requirement. It was for the Monitoring Officer to decide whether this was a valid request following the vote against the motion, but regardless the poll could not happen until after 6th May due to Covid restrictions.

- 3) **Request to establish a working group to progress the provision of a skatepark (NHPC Key Objective 2.3), to include representatives from the Botley Skatepark Project and local youth representatives.** Councillor members to be agreed at the R&A Committee in their meeting on 29th April.

Cllr Potter proposed to set up a working group and use public channels to ask for any interested members of public who want to take part to come forward. They could then be allowed to join in discussions on this topic during the next Recreation and Amenities meeting. This was seconded by Cllr Kay and Cllr Dowie requested a named vote. All were in favour except Cllr Allen who voted against and Cllr Dowie abstained so the motion was APPROVED.

5. **Presentation on Oxford Flood Alleviation Scheme to outline concerns and suggestions for improvement.** Chris Sugden, George Paton and Brian Durham from the Hinksey and Osney Environment Group (HOEG) presented for around 10 minutes and slides were shared on-screen and in Dropbox. Questions were raised via the Zoom Chat function which the Clerk was asked to send to Chris Sugden to address by email following the meeting.

6. T4 Ash on Village Green - Tree Climbing Survey

- a) **To review report and recommendations from The Whole Tree Company.** The Clerk reviewed the report which recommended no further action in respect to the fault highlighted on the tree survey. However during the inspection a 'bark included fork' was found, which was judged to have a higher than normal likelihood of failure with a recommendation to either install a cable brace to stabilise the fault or fell the tree and replant with another species. There was no ash dieback in the tree at this time.
- b) **To review quote for options outlined in report from Oxford Tree Surgeons and approve suitable solution.** The Clerk ran through the quote and observations from the tree surgeon who advised that the fitting of a brace may well extend the life of the tree for a few years if NHPC wish to retain it for its community value but will have to consider the cost of fitting a brace does not come with any guarantees against ash dieback and may well be required in addition to the eventual cost of felling.
Cost of installing a brace £450. Cost of felling £1,500 (this figure would not include replanting)
Following discussion Cllr Dowie proposed the brace option at £450, this was seconded by Cllr Bastin and unanimously APPROVED. The Clerk to arrange for the brace to be fitted.

7. Play Areas

- a) Review of Quarterly inspection report from Graham Sillman. Councillors reviewed the report.
- b) To review and approve quotation for remedial works from Quarterly Inspection totalling £592. Acceptance of the quote was proposed by Cllr Potter, seconded by Cllr Kay and unanimously APPROVED by all members of the R&A Committee.

8. **Hockey Club use of MUGA:** To consider request to recommence use of MUGA as per risk assessment. Cllr Fairclough proposed to support the request and this was seconded by Cllr Church and unanimously APPROVED, although Cllr Allen was absent for this vote. Darren Blase on behalf of Pavilion Trustees would like to open Pavilion toilets for the Roller Skaters to use when using the MUGA. He was completing a risk assessment and would talk to

the group about usage and adherence to Covid restrictions. Cllr Kay confirmed that this would be a decision for the Pavilion Trustees.

9. **Local Transport and Connectivity Plan Vision Consultation – Vale DC 15th Feb to 29th March.** Councillors reviewed the draft submission by Cllr Church and it was agreed to remove item 11. Cllr Church proposed to submit the document as amended and Cllr Berrett seconded with Cllr Dowie requesting a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the proposal was APPROVED. The clerk to submit the document.
10. **Resolution to sign up to Military Covenant Trust Fund (deferred from Feb meeting):** This was deferred to the April meeting.
11. **Update on Public Art Project** – this item was moved to 20/154.

20/155(b): Questions raised by Councillors: There were none.

20/156: Other Documents & Letters Received: The Oxford Mail had asked to speak to Cllr Potter or Jones about the Skatepark after reading Emily Smith's social media post following the APM. Cllr Blase proposed that Cllr Potter be permitted to talk to the Oxford Mail as R&A Committee Chairman and this was seconded by Cllr Kay. Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who abstained so the proposal was APPROVED.

20/157 Date of Next Meeting: Thursday 22nd April 2021 at 7.30pm via video conference.

20/158 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 item is confidential as it relates to the Scout Hut lease for which the Council is seeking on-going legal advice. As such the press and public are excluded from this part of the meeting.
Proposed by Cllr Kay, seconded by Cllr Blase and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against and Cllr Jones who abstained so to motion was APPROVED. All members of the public left the meeting.
- 2) Former Scout Hut: Cllr Kay and the Clerk to update Council on the latest position regarding the Judicial Review and any other confidential matters relating to the former Scout Hut.
Cllr Kay updated that costs had not been awarded yet as the Application for costs was stuck in a queue at court. Knights to chase 13th April.
A request had been received from MP Layla Moran, MP for more information about the about the Scout Hut and the future of the 4th Oxford Scout Group. The Clerk had sent link to the relevant NHPC webpages.
After discussion Cllr Church proposed to offer Layla Moran a 15 min Zoom call with the Chairman, R&A Committee Chairman and the Clerk. This was seconded by Cllr Kay and Cllr Dowie requested a named vote. All were in favour except Cllrs Dowie and Allen who voted against so the motion was APPROVED.

There being no further business the meeting closed at 22.15 hours.