



Minutes of a Meeting of North Hinksey Parish Council held at 7.30pm on Tuesday 27th April 2021 via video conference

Those Present: Cllr Kay (Chairman), Cllrs Allen (to item 20/166), Bastin, Berrett, Blase, Church, Dowie, Dykes, Fairclough, Jones (from item 20/161 2), MacKeith, Rankin and Potter

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

Members of Public: 6

20/159: Apologies for Absence: Cllr Judi Bolder.

20/160: Declarations of Interest in Items on the Agenda: There were none.

20/161: Approval of Draft Minutes

1. Parish Council Meeting 25th March 2021. It was noted that there were two items numbered 20/155 so Cllr Kay proposed to approve the draft minutes subject to the appropriate renumbering of these two items. This was seconded by Cllr Fairclough and Cllr Dowie requested a named vote. All voted in favour except Cllrs Dowie and Allen who voted against so the minutes were APPROVED.
2. Finance & General Purposes Committee 23rd April 2021. Cllr Jones joined during this item. Cllr Kay proposed, Cllr Blase seconded and the minutes were unanimously APPROVED by the committee.

20/162: Matters raised by Members of the Public: There were none.

20/163: Reports from County & District Councillors:

1. **Cllr Emily Smith** highlighted that local elections were taking place on 6th May and Covid-safe arrangements were in place but some queuing could be expected. Parishioners were advised to stagger attendance times during the day, take their own pencil and wear a face mask. Cllr Smith sits on the Flood Scheme Sponsor Group with Highways England, Environment England and OCC Highways. Current plans were to move as much spoil as possible by rail but they were still in discussion with Highways England about traffic on A34 and other matters.
2. **Cllr Judy Roberts** reported that temporary 30mph speed limit signs had gone up during the day at all junctions to Cumnor Hill. There had been no prior warning because the officer was on holiday. Cllr Roberts did not think that permanent 30mph signs would be allowed and councillors should let her know when they should be removed. Discussions were still ongoing about putting in a pedestrian crossing. Cllr MacKeith raised that Skanska had still not attended site to look at issues at Old Botley and Cllr Roberts to chase this up. Cllr Fairclough advised that the management of the Tilbury Estate was being transferred over from the management company but there was no funding for the road at bottom of Tilbury Lane which he would discuss further with Cllr Roberts.

Cllr Roberts had included the temporary closure of the West Way from 24th – 28th May between 19:00 to 06:00 in her monthly report and Cllr Berrett was asked to add this information to the website.

20/164: 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-PURCHASE ON MAY AGENDA.

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

6. Defibrillator: ITEMS RECEIVED. INSTALLATION PENDING FOLLOWING PAYMENT OF INVOICE.

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

20/130

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

5. Financial Risk Assessment:

(a) Create Investment Policy

(b) Contingency Plan for loss of key personnel

(c) Annual Review of Insurance Cover

20/142 – General

(a) Tree Work. Clerk to arrange work at allotments – T3, 8, 7 & 9 CONTRACTOR INSTRUCTED but advised work should take place in summer

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 FUTURE MEETING.

20/146

(2) Scouts' Lease - 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

20/153 Vale Deep Clean – Clerk/Cllr MacKeith to discuss which areas not covered by the Vale and report those to Highways/OCC. Highways COMPLETE, OCC ONGOING

20/154 Underpass Artwork Working Group – Cllr Berrett to communicate request for members via website and social media. Cllrs Jones, Kay, Church and Berrett to ensure similar article is published in The Sprout in May, arrange for posters in suitable places, and initiate first meeting of the Working Group. COMPLETE

20/155

1. Finance

(3) Fixed Asset Register: Clerk to add LMPF footpath to draft to finalise approved document. COMPLETE

(4) Dean Court Grant: Clerk to arrange payment COMPLETE

2. Draft Policies – Clerk to publish approved policies (1) to (6) COMPLETE

3. Former Scout Hut

(1) Insurance provision

(a) Clerk to obtain quote for insurance valuation for April meeting. COMPLETE.

- (b) Clerk to clarify availability of different types of insurance cover that might possibly be considered (e.g. full rebuild or just making site safe following a fire or other incident) COMPLETE.
- (c) Clerk to investigate cost of energy assessment for April meeting. COMPLETE.
- (2) Risk Assessment –
 - (a) Cllr Blase to investigate presence of water tank. COMPLETE
 - (b) Clerk to work with Cllrs Blase, Kay, Rankin and Potter to determine suitable arrangements for weekly checks following (a) COMPLETE
 - (c) Risk assessment to be updated and circulated by Clerk COMPLETE
- (4) Caretaker pay – Clerk to arrange for small temporary increase in salary COMPLETE
- 4. Annual Parish Meeting
 - (1) 20mph speed limit:
 - (a) Cllr Bastin to work with Cllr Berrett to create suitable Survey Monkey poll on the question ‘should North Hinksey Parish be a 20mph zone’ to include additional information for those taking part. ONGOING for Cllrs Potter and Church. Cllr Bastin updated that this was in hand and was asked to arrange for upload of the survey by the beginning of May. Cllr MacKeith had previously conducted a traffic survey and had contact with a company whose information she would pass to Cllr Bastin and the Clerk.
 - (b) Cllr Bastin to work with Cllr Berrett on actively campaigning for the 20mph speed limit via social media, website etc. ONGOING.
 - (3) Skatepark Working Group: Cllr Potter to work with Cllr Berrett to use public channels to ask for any interested members of public who want to join group and invite them to join R&A meeting on 29th April where the remit of the Working Group and its members are to be agreed. COMPLETE.
- 5. Oxford Flood Alleviation – clerk to email cllr questions to HOEG. COMPLETE
- 6. T4 Ash on Village Green (b) Clerk to arrange for installation of brace. COMPLETE.
- 7. Play Areas (b) Clerk to arrange for remedial works following Quarterly Inspection. COMPLETE.
- 8. Hockey Club use of MUGA: Clerk to accept recommencement of use of MUGA. COMPLETE.
- 9. Local Transport and Connectivity Plan: Clerk to submit approved response from Cllr Church. COMPLETE.
- 20/156 Oxford Mail – Clerk to respond that Cllr Potter can represent NHPC on the Skatepark. COMPLETE.
- 20/158 Scout Hut – Clerk to arrange Zoom meeting with Layla Moran/Cllr Kay/Cllr Potter and the clerk. COMPLETE.

20/165: CLERK’S REPORT

Finance

1. Last month an invoice from Graham Sillman J938 was listed at £610 on the R&P sheet but the correct amount was £690. Three Chairman approval was obtained before arranging to pay the correct amount.
2. The Vale had advised that CIL monies of £6,608.62 were due to be paid in April.
3. A VAT reclaim for £4,643.32 to cover 1st Jan to 31st March 2021 had been paid by HMRC.

General

4. Parish Poll: The wording of the motion relating to the former Scout Hut was not agreed by the attendees at the Annual Parish Meeting. As a result the Vale had adjudicated that a subsequent Parish Poll requested in the meeting would not take place. Cllr Dowie added that he had made a formal complaint against the Vale about this decision.
5. T4 Ash on the village green had been braced on Friday 16th April.
6. Vale Deep Clean next week– after discussions with Cllr MacKeith the Vale had been contacted about the cycle path between North Hinksey Lane and Southern-by-Pass to ask if they would be clearing the path and removing the litter. They advised that NHPC own the path from NH Lane to the end of

the allotments so it would be NHPC's responsibility to maintain, including clearing of the brambles (rather than OCC).

7. OCC Countryside Records Team had advised that documents deposited with the Oxfordshire History Centre relating to the preparation of the Definitive Map and Statement of Public Rights of Way dating from 1950s onwards would be temporarily removed for scanning. The Clerk requested copies of the scanned documents to inform the planned review of footpaths in the parish.
8. The Seacourt Hall wi-fi – The Clerk met with Cllrs Kay and Berrett to determine what was required and wi-fi extenders were needed for low signal in various parts of the hall. The purchase of a kit to be added to the 6th May agenda.
9. Councillors were reminded to complete their nomination forms for the Chairman and Committee membership and submit to the Clerk by 4th May.

20/166: COUNCIL MOTIONS

1. Motion proposed by Cllr Laura Jones and seconded by Cllr MacKeith.
It is proposed for Cllr Jones to approach Cumnor Parish Council regarding safe crossings for Eynsham Road and Cumnor Hill, also Bike Safe in connection with the proposed Eynsham Cycle Path to explore how we can support their ongoing wider petitions for road safety.
The results of these actions to be reported back to a future Council meeting for consideration / agreeing further actions.
Cllr Jones advised that a child had recently been involved in a traffic accident on Cumnor Hill. The motion was unanimously APPROVED.
2. Motion proposed by Cllr Church and seconded by Cllr Kay (Paper 2)
North Hinksey Parish Council agrees to:
 1. Support the Great Big Green Week and commit up to £200 to help organise local activities
 2. Join the Oxfordshire COP 26 Climate Alliance (which will operate until Dec. 2021)
 3. Encourage other local organisations to organise events during the Great Big Green WeekCllr Church outlined the issues raised in his paper and highlighted the dates of the Big Green Week as 18th to 26th Sept. All councillors voted in favour except Cllr Allen who abstained so the motion was APPROVED.
3. Motion proposed by Cllr Fairclough and seconded by Cllr MacKeith.
To propose a motion of no confidence in Councillor Dowie in his role as Parish Councillor.
Cllr Fairclough had emailed the full reasons behind the motion which he summarised and stated concerns that Cllrs Dowie's behaviour was bringing the parish council into disrepute. Cllr Fairclough then read out the full reasons in the email at the request of Cllr Dowie.
Cllr Kay clarified that the motion was not a formal complaint in itself, neither was it an investigation into specific inappropriate actions. It was a vote whereby Councillors could, if they agreed with the motion, make a public statement that they consider Cllr Dowie's behaviour as a whole to be well below the standards expected of a Councillor. No further actions would directly result from this motion being agreed by Council beyond it being recorded in the minutes of this meeting.
Following discussion Cllr Kay proposed to move to a vote and this was seconded by Cllr Fairclough and APPROVED. Cllr Dowie temporarily left the meeting for the vote. Cllr Allen left the meeting. A vote was then taken on the main motion and this was APPROVED by those members present.

Cllr Roberts joined the meeting at this point and gave her update as recorded in 20/163.

20/167: COUNCIL MATTERS

1. Finance

- a) Draft AGAR and Accounting Statement for 2020-21 – to review recommendations from F&GP Committee (Paper 3)
 Cllr Kay briefly summarised the recommendations which included approval of the Quarter 4 reports and bank statements. Reallocation of sums under Invoice J931 from July 2020 from Graham Sillman had been completed. The draft AGAR and Accounting Statements had been provided for this meeting for review and would be presented for approval at the Annual Meeting. An initial observation from the internal auditor was a small overpayment of the clerk's salary which was proposed to be repaid in full as part of the May salary run.
 Cllr Kay confirmed that the External Audit and AGAR for 2019-20 had still not been received from Moore, despite chasing.
- b) To approve subscription to the Oxford Green Belt Network £15.00. This was proposed by Cllr Kay, seconded by Cllr Church and unanimously APPROVED.
- c) To approve purchase of Knowles on Local Authority Meetings 8th Edition from SLCC at a cost of £79.96. The Clerk advised that the delivery charge made the total cost £84.76. Cllr Kay proposed the purchase, Cllr Fairclough seconded and the motion was unanimously APPROVED.
- d) To approve quote of £568 plus VAT from HSL Group for installation of Seacourt Hall Defibrillator to be funded from New Community Hall EMR. Cllr Kay proposed for the work to proceed, this was seconded by Cllr Berrett and unanimously APPROVED.
- e) To approve Receipts and Payments for April.

Item	Description	Receipt	Total Amount inc VAT	Amount listed for Council approval
Paid & previously approved at Council Meeting or urgent invoices paid in accordance with Financial Regulations				
Lloyds Bank Multipay Card	Monthly Fee Mar		£3.00	£3.00
EE	Clerk's Mobile Phone April		£29.77	£29.77
Amazon	Ink for office printer		£37.98	£37.98
For Approval				
Vale of White Horse DC	Precept First Payment	£49,050.50		
Vale of White Horse DC	CIL Payment	£6,608.62		
Murray Rankin	Temporary Caretaker Cover w/c 19th April		£60.00	£60.00
Vale of White Horse DC	Inv90186882 Emptying of Dog Bins Jan-Mar 21		£322.92	£322.92
Oxford Green Belt Network Subs	Apr 21-Mar 22 Subscription		£15.00	£15.00
Bunkers Hill Plant Nursery	Memorial Garden Planting items (refund to Cllr MacKeith)		£190.72	£190.72
Burford Garden Centre	Memorial Garden Planting items (refund to Cllr MacKeith)		£36.00	£36.00
SLCC	Purchase of book - Knowles on Local Authority Meetings		£84.76	£84.76

Oxford Tree Surgeons	T4 Village Green to install a tree brace		£540.00	£540.00
HSL Group Ltd	Installation of Defibrillator at Seacourt Hall		£681.60	£681.60
Knights plc	Inv 640252 advice re Scout Group (refer to billing guide)		£319.20	£319.20
Graham Sillman	Inv J960 Quarterly Inspection remedial works		£592.00	£592.00
Various	Salaries, Pension and HMRC for April		£3,534.74	£3,534.74
Total for April		£55,659.12	£6,447.69	£6,447.69

Cllr Dowie did not wish to approve payments to Knights, Bunkers Hill Plant Nursery or the Burford Garden Co. Cllr Kay proposed to initially approve all other items and this was seconded by Cllr Church and Cllr Dowie requested a named vote. All voted in favour except Cllr Rankin who was abstained due to being absent during the discussion so the payments were APPROVED.

Cllr Kay then proposed payment of the invoices to Knights, Bunkers Hill Plant Nursery and the Burford Garden Co and Cllr Blase seconded. Cllr Dowie requested a named vote. All voted in favour except Cllr Dowie who voted against and Cllr Rankin abstained, so the payments were APPROVED.

- f) To consider grant application from North Hinksey Trail Volunteers for £540 to fund a Stihl 1-11 Brushcutter (Paper 5). Nick Thorn, Chairman of the organisation outlined the reasons why the equipment was required and thought it would enable to group to make a substantial contribution to recreation facilities for a large number of parishioners. Cllr Kay proposed to award the grant of £540, this was seconded by Cllr Church and Cllr Dowie requested a named vote. The grant was unanimously APPROVED.
- g) To approve letter from the Chairman to IAC Internal Auditors to confirm dates of Exercise of Public Rights in 2020-21 for AGAR 2019-20 were 10th July to 21st August and displayed on the website from 7th July. (Paper 6). Cllr Kay confirmed that this was as requested by the internal auditor. Cllr Kay proposed approval, Cllr Fairclough seconded and Cllr Dowie requested a named vote. All voted in favour except Cllr Dowie who abstained.

At this point the meeting had run for just over one hour so participants took a five minute break.

General

2. **End of Virtual meetings after 6th May:** (Paper 7) To consider advice from OALC/NALC and agree arrangements for meetings from 7th May to 21st June. Councillors reviewed options set out in the paper, although it was understood that a decision on the legal challenge mentioned in the paper was yet to be received and should be available by the end of the month.

Options considered were:

- Continue to meet virtually
- Temporary Scheme of delegation to the Clerk
- Indoor face-to-face meetings.
- Outdoor meetings

Cllrs Kay, Berrett and the Clerk had met at the Seacourt Hall to explore the potential for running hybrid meetings. It was thought this would be possible with the use of three laptops but individual councillors would not require a laptop unless they wished to view documents on screen. Members of public could attend via Zoom to ensure there was the possibility for two way interaction with councillors.

Cllr Berrett reminded the meeting of the government consultation on the benefits of virtual meetings. She had responded to advise of the benefits and state that NHPC meetings had been better attended by councillors since becoming 'virtual'. She urged all to take part in the consultation. There were practicalities to consider if hybrid meetings were to take place at the Seacourt Hall but as Chairman of the Seacourt Hall Committee she was going to suggest investing more in audio visual equipment. A short term plan would be needed if meetings were held in May but additional equipment would be required long-term.

Cllr Bastin was in favour of a Scheme of Delegation in conjunction with virtual meetings but this idea was not taken forward.

Cllr Kay highlighted that Standing Orders would require amendment to reflect any new arrangements.

Cllr Kay then proposed the following motion:

Should new legislation be introduced allowing the continued holding of Parish Council meetings online then Council agrees that it will resume holding meetings on Zoom from that time onwards. In the absence of such legislation Council agrees that it will resume face to face physical meetings in Seacourt Hall from 7th May onwards, but with public access solely allowed via Zoom until such time that Council agrees it is safe to approve physical public access to meetings.

This was seconded by Cllr Fairclough and Cllr Dowie requested a named vote. All were in favour except Cllr Dowie who voted against and Cllr Bastin abstained so the motion was APPROVED.

3. **Annual Meeting:** To agree change of date from 20th May to 6th May to accommodate meeting being held via video conference. After discussion Cllr Kay proposed this motion, Cllr Potter seconded and Cllr Dowie requested a named vote. Cllr Dowie voted against and Cllr MacKeith abstained so the motion was APPROVED.
4. **Former Scout Hut:**
 - a. To consider quotes for carrying out an energy assessment on former Scout Hut and Pavilion and determine suitable option. (Papers 8a and 8b). Councillors considered the two quotes and it was agreed to proceed with the quote from Easy EPC at a total cost of £320.00 + VAT. This was proposed by Cllr Kay, seconded by Cllr Fairclough and unanimously APPROVED.
 - b. To consider and approve quote from Barrett, Corp & Harrington for carrying out an insurance valuation on Pavilion and former Scout Hut at a cost of £500 plus VAT.(Paper 9). The clerk had circulated advice from the insurance company about different types of insurance but no further progress could be made until the valuation was obtained.

Cllr Kay proposed to accept the quote.

Cllr Fairclough submitted an amended proposal to complete an insurance valuation of the pavilion only. This was seconded by Cllr Rankin and Cllr Dowie requested a named vote. Cllrs Fairclough, Dykes, MacKeith and Rankin voted in favour and all others voted against so the amendment was NOT APPROVED.

Following this the original proposal was seconded by Cllr Blase and Cllr Dowie requested a named vote. Cllrs Blase, Church, Kay, Bastin, Potter, Jones, MacKeith and Berrett voted in favour and Cllrs Dykes, Fairclough and Rankin voted against so the quote was APPROVED.

It was agreed to use funding from the Pavilion Earmarked Reserves for both (a) and (b).
 - c. Update on issues connected to the former Scout Hut and determine actions further to recommendations in Paper 10. Cllr Kay updated on the following:
 - i. A successful meeting was held between MP Layla Moran, the clerk and Cllrs Kay and Potter in relation to the former Scout Hut and new Pavilion. She was updated on the

overall current position including the Judicial Review and the complaint to the Ombudsman in relation to the Pavilion Planning Application.

ii. Awarding of costs following the Judicial Review: Knights contacted the Courts who responded that they were unable to provide a time frame as to when this would be dealt with. Knights will continue to chase.

iii. The Clerk read out recommendations following Cllr Blase's site visit:

- There is an unsecured access point at the rear of the perimeter of the building. We should consider fencing/securing this.
- Nine out of the 10 windows are boarded up but there is still one facing the Pavilion (in the 'corridor') that is not boarded up. We should consider boarding this up for security reasons.
- There are multiple water outlets within the building which would all require weekly flushing through as part of any legionella management programme. The water has been turned off in the building for many months now and it would be time-consuming to thoroughly flush all these through and start a weekly regime for all the outlets. It is recommended that we isolate the water supply and leave switched off whilst the building is unoccupied.

The Clerk has added the above to the risk assessment (Paper 11, draft v6).

Following discussion it was agreed that Cllrs Rankin and Blase would complete the window and fence repairs if possible. If this could not be done then the Clerk is to request a quote from Graham Sillman. The water is to be turned off as per Cllr Blase's recommendation. This was proposed by Cllr Blase, seconded by Cllr Rankin and unanimously APPROVED.

d. Review of updated risk assessment for former Scout Hut (Paper 11) Following agreement to the above points Cllr Kay proposed to approve the draft document, this was seconded by Cllr Fairclough and Cllr Dowie requested a named vote. All voted in favour except Cllr Dowie who abstained so the document was APPROVED.

5. **Public Art in Botley Centre.** To agree proposals for budgets and contracts with artists, and the drawing down of S106 funds from the Vale. (Paper 12).

Cllr Berrett outlined the proposals and the details of artists selected and draft budget. A draft S106 application form to draw down the funds from the Vale required approval.

At this point Cllr Kay proposed a formal vote to suspend Standing Order 3ff to extend the meeting beyond two hours. This was seconded by Cllr Rankin and Cllr Dowie requested a named vote. All voted in favour except Cllr dowie who voted against so the motion was APPROVED.

A member of public gave feedback on the plans and was invited to join the working group and give input into the public consultation. Cllr Berrett confirmed that there were no finalised locations for any of the artwork, so this would not present a problem if phase 2 plans for the centre changed.

Cllr Kay proposed the following resolution:

Council agrees that Cllr Berrett should finalise the S106 request form in line with the documents reviewed in this meeting, and that the Clerk should submit the form to the District Council to request the drawing down of the full £42,000 of S106 funds for public art in Botley Centre.

This was seconded by Cllr Berrett and Cllr Dowie requested a named vote. All voted in favour except Cllr Dowie who abstained so the motion was APPROVED.

6. **Correspondence from Environment Agency on Seacourt Stream pollution (Paper 13):** Update by Cllr Church. Cllr Church had tried unsuccessfully to contact Robert Davis of the EA. Mr Davis asked to discuss the value of the Seacourt Stream to the N Hinksey community and the impacts of

the 2016 pollution incident. Cllr Church to follow up and provide initial feedback to EA and will update at future meetings.

7. **Child Protection Policy** – to review and approve draft document in relation to setting up the Skatepark Working Group and other council activities. (Paper 14). Councillors reviewed the draft and the Clerk was asked to make a minor amendment. Cllr Blase offered to take on the role of Child Protection Officer as identified in the document as he had attended training and had a DBS check. The revised document is to be brought back to the May meeting for further review and approval.
8. **To agree a protocol for publishing draft minutes on the website.** The Clerk recommended that draft minutes of all Council meetings should, from this time on, be published on the website following initial review by the Chairman. Although not a legal requirement for NHPC it was normal practice for most Parish and Town Councils. Councillors to have the opportunity for feedback on the draft minutes once circulated and amendments agreed at the following meeting. Cllr Fairclough proposed a motion to publish the minutes as soon as they were drafted. This was seconded by Cllr MacKeith and unanimously APPROVED.

Recreation & Amenities Committee

9. Quotation from G Sillman Ref 321/Q961 Lower Field Felicity's bench £122.00 (Paper 15) Top of concrete path – Refinish damaged surface. This was proposed by Cllr Potter, seconded by Cllr Kay and APPROVED. To be funded by the Open Spaces Car Park Maintenance budget.
10. Quotation from G Sillman Ref 321/Q962 Clearance of Concrete Path through Woods £292.00 (Paper 16). This was proposed by Cllr Potter, seconded by Cllr Kay and APPROVED. To be funded by the Open Spaces Grass Cutting & Weed Clearance budget.
11. Purchase of Picnic tables for Louie Memorial Field, Proposed by Cllr Rankin and seconded by Cllr Jones.
 - a) 4 x 4 seater picnic tables £119.95 + VAT each
 - b) 2 x 6 seater picnic tables @ £129.95 eachTotal cost £739.70 plus VAT.

Cllr Rankin confirmed that the grass cutting contractor would be able to mow around the picnic tables. There was discussion on the appropriate method of installation and Cllr Rankin to confirm this to Council following the meeting. Locations to be discussed at R&A Committee. Councillors voted to APPROVE the proposal but a re-vote was required to confirm in with the original motion that funding was to come from the New Community Centre Earmarked Reserves. Cllr Dowie requested a named vote and all voted in favour, except Cllr Dowie who voted against, so the motion was APPROVED.
12. Request for additional Zumba class at LM Field on Wednesday evening at 6.30pm for one hour from April/May weather permitting, from George Martini. Cllr Blase noted that the Youth Club meetings were expected to resume on a Wednesday evening from the beginning of September. Cllr Potter proposed an end date of the end of August and permission to be reviewed following this. This was seconded by Cllr Church and APPROVED.

Allotments & Nature Reserve

13. Update from Cllr MacKeith on Memorial Garden. Cllr MacKeith had been using the remainder of the agreed £2,500 earmarked reserves on planting. Kevin Minns had refurbished the benches as a present to the Council but Cllr MacKeith had postponed their reinstatement and the installation of the new bench from Graham Sillman due to concerns over the way the benches had previously been used. Kevin Minns would like to make a back entrance to the Memorial Gardens. It was agreed that the reinstatement of the benches and proposals from Kevin Minns should be discussed within the Allotments Committee. Proposals from Kevin Minns relating to the footpath to be brought to full Council for discussion if they vary from the original legal agreement.

Environment & Wellbeing Committee

14. B&NH Green Spaces – further work April 2021 (paper 17) Cllr Church – to discuss proposals and determine further actions. The following proposals were outlined:

NHPC commits to:

1. **Host a follow-up meeting**, ideally to set up B&NH Green Spaces Group or similar, learning from work being done by Cumnor and Eynsham parishes.
2. **Review (by NHPC planning and E&W C'tees) ways in which current planning policies and processes can do more to promote local biodiversity** in and around new developments, and engage with Vale D.C. on this.
3. **Sign up to the Hedgehog Street initiative** - <https://www.hedgehogstreet.org/>, and work with relevant local groups to promote the 'hedgehog highway' approach
4. **Identify local green spaces where land ownership is uncertain** and carry out registry searches (up to a total cost of £120).
5. **Review current pesticide policy and develop / adopt a policy on minimal use.**
6. **Develop an on-line green spaces map** with different and relevant categories and suitable information about each and link this to Botley Walks etc.
7. **Consider producing a printed B&NH 'nature map' poster of Botley green spaces**, and cost this as a first step.
8. **Discuss the issue of grass verges with relevant County Council and Vale officers** with a view to setting up an 'adopt a verge' system

Cllr Church proposed to move forward with the above proposals and this was seconded by Cllr Bastin. Cllr Dowie requested a named vote and all were in favour except Cllr Dowie who voted against so the motion was APPROVED.

20/168: Questions raised by Councillors: There were none.

20/169: Other Documents & Letters Received: There were none.

20/170: Date of Next Meeting: Annual Meeting Thursday 6th May 2021 at 7.30pm via video conference

There being no further business the meeting ended at 22.22 hours.