



North Hinksey Parish Council



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A Meeting of North Hinksey Parish Council will be held at 7.30pm on Thursday 24th February 2022 in the Seacourt Hall and via video conference

Members of the public and press are encouraged to attend the above meeting by video conference but may attend in person. Please note that this meeting will be recorded.

Papers for the meeting can be viewed at this link: [DROPBOX](#)

To view the meeting from a computer, tablet or smartphone, use this link: <https://us02web.zoom.us/j/87488309117>

Alternatively go to the zoom website (zoom.us), click 'join a meeting', and enter Meeting ID: **874 8830 9117**

You will also be prompted to enter the following passcode: **575520**

To listen by telephone (including mobiles), dial: 0203 901 7895

Linda Morrison Allsopp

Linda Morrison Allsopp, Clerk to the Parish Council

18th February 2022

AGENDA

21/199: Apologies for Absence

21/200: Declarations of Interest

21/201: Approval of Draft Minutes of the Council Meeting held on 20th January 2022

21/202: Note the following committee minutes:

- a) Communications – 3rd February 2022
- b) Planning - 3rd February 2022
- c) Recreation & Amenities – 17th February 2022

21/203: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

21/204: Reports from County & District Councillors (10 minutes)

21/205: Review of Actions (paper 1) (5 minutes)

21/206: CLERK'S REPORT (paper 2) (5 minutes)

21/207: COUNCIL MOTIONS

21/208: COUNCIL MATTERS (Total 45 minutes)

1. Finance

- a) To review and approve the Assets Register (paper 3)
- b) Approval of Receipts and Payments since last full Council Meeting (paper 4).
- c) To review and approve the Financial and Administrative Risk Assessment (paper 5)
- d) To approve the virement of £11706.77 from the general fund to earmarked funds for CIL, being funds received in 2020/21 and not transferred.
- e) CIL payments - CIL monies paid between 1 October 2021 and 31 March 2022. (paper 6)

- f) Approve training with OALC on employment basics at a cost of £55 and nominate Councillor to attend. (*paper 7*)
- g) To agree moving £2940.80 (Parish Poll costs) from emergency and exceptional EMR to Contingency.

2. General

- a) Public Arts Update – presentation by Abigail Brown District Arts Officer.
To approve designs to move forward for a public consultation day on 19th March (Folder 1)
- b) Annual Parish Meeting – to suggest Agenda items.
- c) Update on Pavilion Project - Fundraising
- d) Update on Scout Hut –
 - a. Asbestos Report (*paper 8*)
 - b. Emails from 4th Oxford Scouts Treasurer (*paper 9*)
- e) Update and agree action on lighting of the Jubilee Beacon in 2022 as part of the Queen's Platinum Jubilee celebrations.

3. Communications

- a) GDPR Items for approval – Microsoft 365 Business Standard, Sharepoint, Teams and email addresses. Cyber Security. – EDPO available to answer questions.
- b) GDPR and Cyber Security Training Quotes (Papers 10 & 11)
- c) Annual Newsletter - Content, Timings and Distribution (*paper 12*)

4. Nature Reserve & Allotments:

- a) Allotment New Tenancy Agreement (*paper 13*)
- b) Allotments Administration – (paper 14)
 - I. Rents for 2022-23 and 2023/24.
 - II. Covering Letter,
 - III. Tenancy Renewal Form,
 - IV. Rent Invoice,
 - V. Expression of Interest in a Tenancy.
 - VI. Timing of distribution.

5. Recreation and Amenities:

- a) Management Plan for the Memorial Gardens (*paper 15*)
- b) Approve short term maintenance work (paper 16)

21/209: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

21/210: Other Documents & Letters Received:

- 1. Thankyou letter from Citizen's Advice (paper 17)

21/211: Date of Next Meeting: 24th March 2022 at 7.30pm

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 contracts. As such the press and public are excluded from this part of the meeting

P21/212: Update on Skate Park To approve a recommendation from the Tender Panel on the appointment of a contractor for the Skatepark (Paper 18)