



North Hinksey Parish Council



Mrs Sharon Henley, Clerk to the Parish Council

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A Meeting of North Hinksey Parish Council will be held at 7.30pm on Thursday 24th June 2021 in the Seacourt Hall and via video conference

Members of the public and press are invited to attend the above meeting **by video conference only**. Only Committee members and the Clerk will attend the in-person meeting. This is in accordance with our current Covid-safe risk assessment for Council Meetings. 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/85646306388>

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

Meeting ID: 856 4630 6388

You will also be prompted to enter the following passcode: 505040

To listen by telephone (including mobiles), dial 0203 481 5237.

Sharon Henley, Clerk to the Council

18th June 2021

AGENDA

21/033: Apologies for Absence

21/034: Declarations of Interest

21/035: Request from Cllr Dowie for a dispensation to a pecuniary interest as an allotment plotholder to speak and vote on Developing an Allotments Association in item 21/141. The request is that the dispensation is granted in the interests of persons living in the parish.

21/036: Approval of Draft Minutes (5 minutes)

1. Recreation & Amenities Meeting 29th April
2. Annual Meeting 6th May
3. Environment & Wellbeing Meeting 27th May
4. Remembrance Day Committee 17th June
5. Extraordinary Council Meeting 17th June

21/037: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

21/038: Reports from County & District Councillors (10 minutes)

21/039: Review of Actions (Paper 1) (5 minutes)

21/040: CLERK'S REPORT (5 minutes)

21/041: COUNCIL MOTIONS (Total 10 minutes)

Motion by Cllr Chris Church and seconded by Cllr Dykes - Developing an Allotments Association
North Hinksey Parish Council recognises the need for improved long-term management of the allotments in North Hinksey. We believe that it is in the interests of all the allotment holders for the allotments to be managed on a day-to-day basis by those holders with a minimum of interference from the Parish Council. This would bring the allotment management into line with practice in the great majority of allotments in England.

We therefore agree that we will work with allotment holders with a view to devolving the management of the allotments to an independent association and we will financially support the formation of that association.

21/042: COUNCIL MATTERS (Total 60 minutes)

Finance

1. **Zoom Account** – Resolution to renew annual subscription at a cost of £119.90 (expires 26th June).
2. **Agree interim arrangements for on-line payments to Unity Trust Bank prior to recruitment of new RFO**
3. **Approval of Receipts and Payments since last full Council Meeting (Paper 2)**

General

4. **Bus Shelters**
 - a. Councillors Potter and Kay to update Council on the current position.
 - b. Presentation from Laura Peacock, OCC on green bus shelters
5. **Clerk/RFO Role:**
 - a. Agree arrangements for recruitment of new Clerk/RFO
 - b. Update by Cllr Potter on Locum Clerk arrangements
6. **Reschedule of Council Meetings from July:** To agree revised schedule of full Council and Committee meetings for July and August.
7. **New Pavilion Project:** Update on Community Renewal Fund Grant Application by Cllr Potter.
8. **Pavilion and former Scout Hut**
 - a. Review of EPC reports for the Pavilion and former Scout Hut and determine any further actions required. **(Papers 3 and 4)**
 - b. Insurance
 - i) Review of insurance valuations for the Pavilion and former Scout Hut and determine any further actions required. **(Paper 5)**
 - ii) To consider payment of £167.31 to correct cover for construction from standard to non-standard for Pavilion and include former Scout Hut in buildings insurance. **(Papers 6a & 6b)**
 - c. To note former Scout Hut Condition Report by Cllr Blase **(Paper 7)**
9. **Parish Poll (Papers 8 & 9):** To note results and agree any further actions required.
10. **Recreation & Amenities:**
 - a. **Grass matting installation (Paper 10):** Review of revised quote from Graham Sillman Q948 at £1,755.00 (previous quote presented to R&A Cttee in error) and determine actions.
 - b. **Quarterly Inspection of play areas by Graham Sillman (Paper 11)** Review of recommended actions and report by the clerk on any urgent actions already completed. Agree additional actions to be completed.
 - c. **Zip Wire:** Update by the Clerk on current condition. Approval of monthly tightening of zip wire by Graham Sillman at a cost of £60 per visit, as recommended by HAGs.
 - d. **Update on works at Playing Field including Wetpour and OCC Work on Bridleway** – Cllr Blase.
11. **Nature Reserve & Allotments:**

- a. **Memorial Garden** - Proposal by Mr Minns to provide a new footpath into the Garden - Cllrs MacKeith and Blase. Council to review proposals and agree actions.
 - b. **Orchard Scything** by Oxford Conservation Volunteers on 25th July at a cost of £120: Council to note.
 - c. **Allotment 47 Rubble Dumped:** Report by Cllr MacKeith. Council to determine remedial actions.
 - d. **2021-22 Allotment Plotholder Rents:** Update by the Clerk.
 - e. **Allotment Vacant Plots & New Plotholders:** Update by Cllr MacKeith and the Clerk.
12. **Update on survey on 'Proposed 20mph Zone in Botley'** by Cllr Church and agreement on any further actions resulting from the survey.
 13. **Update on Public Art Project** by Cllrs Berrett and Jones.
 14. **Update on Remembrance Day Service Plans** by Cllr Fairclough.
 15. **Neighbourhood Plan.** Cllr Kay to update Council on the finalisation of the Neighbourhood Plan process. Council to decide on the timing of the Steering Group being disbanded.
 16. **Notice of OALC AGM 5th July at 7.30pm:** Agree two councillors who would like to attend.

21/043: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

21/044: Other Documents & Letters Received:

21/045: Date of Next Meeting: To be confirmed following discussion at 21/141 item 2. Currently scheduled for 22nd July at 7.30pm.

21/046: Confidential Session (10 mins) (Confidential Paper 1)

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 staffing matters. As such the press and public are excluded from this part of the meeting.
2. Report by Cllr Potter on Grievance raised and proposed outcomes for approval by Council.

End of Meeting