



North Hinksey Parish Council



Mrs Helen Broughton, Locum Clerk to the Parish Council

E-mail: clerk@northhinksey-pc.gov.uk

Tel: 07832966859

Parish Office, First Floor, 5 Church Way, Botley, Oxford OX2 9TH

A Meeting of North Hinksey Parish Council will be held at 7.30pm on Thursday 9th September 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 Councillors 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.

To view the meeting from a computer, tablet or smartphone, use this link:

<https://us02web.zoom.us/j/81576669564>

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

Meeting ID: **815 7666 9564**

You will also be prompted to enter the following passcode: **606467**

To listen by telephone (including mobiles), dial: 0203 481 5240

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

Helen Broughton

Helen Broughton, Locum Clerk

3rd September 2021

AGENDA

21/063: Apologies for Absence

21/064: Declarations of Interest

21/065: Request from Cllr Dowie for a dispensation to a pecuniary interest as an allotment plot holder and Trustee of Seacourt Hall Management Committee (SHMC) to speak and vote on matters relating to SHMC, transfer of earmarked reserves, allotments, allotment tenancies, proposed allotment association and matters relating to these subjects. The request is that the dispensation is granted in the interests of persons living in the parish.

21/066: Approval of Draft Minutes (5 minutes)

1. Council Meeting 5th August 2021
2. Remembrance Day Committee 2nd September 2021

21/067: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

21/068: Reports from County & District Councillors (10 minutes)

21/069: Review of Actions (Paper 1) (5 minutes)

21/070: CLERK'S REPORT (5 minutes)

21/071: COUNCIL MOTIONS (Total 45 minutes)

1. **Motion by Cllr Potter, seconded by Cllr Kay - Personnel Committee (paper2)**
 - a. **Members to agree to establish a Personnel Committee.**
 - b. **Subject to 4a members to agree membership of the Personnel Committee.**
 - c. **Subject to 4a members to approve changes to the Terms of Reference for Committees.**

2. **Motion by Cllr Church, seconded by Cllr Berrett – Westminster Way bus shelter (paper 3)**
Members to agree:
 - a. **to authorise the County Council to install a standard bus shelter at Westminster Way at the earliest opportunity, to the specification previously agreed and using the available S106 funds and to ask the Clerk to urgently action this request.**
 - b. **to review the ‘green bus shelter’ proposal with the County Council to explain our reasons for not supporting this and to consider other options to reduce air pollution and improve local transport infrastructure with a focus on active transport. Such options would not rule out retrofitting green systems within a bus shelter, at a later date.**
 - c. **to review through the Environment Committee alternative options for reducing air pollution and other transport related environmentally friendly options, potentially using remaining S106 funds available after the installation of other new bus shelters required on West Way and Westminster Way.**
 - d. **to discuss with appropriate agencies obtaining a live bus arrival times screen to be installed in the shelter.**

3. **Motion by Cllr Fairclough, seconded by Cllr Rankin – Earmarked Reserves for Community Hall**
Members to agree that the sum of £40,000 be reallocated from the Earmarked Reserves for the New Community Hall to the Earmarked Reserves for the Playing Field/Pavilion.

4. **Proposed by Cllr Potter, seconded by Cllr Kay – New Louie Memorial Pavilion (paper 4)**
Members to agree to proceed with, and authorise funds for, remaining pre-construction work for new Louie Memorial Pavilion.

5. **Motion by Cllr Fairclough, seconded by Cllr Rankin – Scout Hut**
The former 4th Oxford Scout Hut is a burden to NHPC as an unusable asset. It is unsafe, ecologically unfriendly and unfit for use as a community facility. Left standing, its maintenance will incur increasing costs for NHPC that could be put to better use and it will become an increasing target for vandalism. To relieve NHPC of this burden and to enable development of the new Louie Memorial Pavilion Project, the Scout Hut should be removed and be disposed of safely.
Members to agree that the Scout Hut be removed and disposed of safely.

6. **Motion by Cllr Fairclough, seconded by Cllr Rankin – Working Group**
Members to agree that a working group be established to plan and implement, at the earliest opportunity, the removal and safe disposal of the former 4th Oxford Scout hut.

7. **Proposed by Cllr Berrett, seconded by Cllr Rankin – West Way toilets**
Background: The West Way shopping centre's original public toilets were demolished in 2018. Temporary portaloos were provided during the construction phase. However, since Phase 1 construction has been completed, a variety of shops and the community building have opened, leaving the Centre without public conveniences. The replacement toilets in the new community block have remained locked depriving the community, especially more elderly shoppers, and

visitors, of these essential facilities. Many parishioners have complained and have approached parish councillors and other community leaders, including Revd. Clare Sykes, for help in securing the opening of these facilities. We understand that the provision of public toilets is a condition of the planning permission granted for the new development and that, now that COVID restrictions are lifted, there should be no further impediment to the full opening of these essential facilities.

Members to agree that North Hinksey Parish Council write to Savills, Mace and Botley Development Company insisting that the public toilets be opened, available and clearly signposted during the core hours of business in West Way Square including weekends.

21/72: COUNCIL MATTERS (Total 45 minutes)

1. Finance

- a. Approval of Receipts and Payments since last full Council Meeting (Paper 5)
- b. Approval of a £10,000 budget for Locum Clerk fees with funds to be vired from the General Reserves.
- c. Approval of the release of £1,000 from the skatepark earmarked reserve as a working budget, of a maximum of £1000, for the group to consult on skatepark designs and then submit a planning application for the preferred design.
- d. Approval of acceptance of £46,113.90 towards the public art project at West Way (Paper 6)

2. General:

- a. **Oxfordshire 2040 consultation:** to note the Parish Council's response (Paper 7)
- b. **Oxfordshire Plan 2050:** to agree a response to the Oxfordshire Plan 2050 (deadline 8th October 2021)

3. Nature Reserve & Allotments:

- a. To approve the felling, removal and stump grinding of T2 Contorted Willow at a cost of £470 plus vat (paper 8)
- b. To approve works to pollard a Cherry-Plum tree at the school end of the North Hinksey allotments at a cost of £420 plus vat.

4. Planning: To agree potential action regarding a proposed upgrade to existing radio base station installation at CTIL 117188125, land adjacent to convenience Store, Laburnum Road.

5. Remembrance Day: Update by Cllr Fairclough on the Remembrance Day Service.

6. Seacourt Hall Open Day: Update by Cllr Berrett on the Open Day held on 4th September.

7. Clerk/RFO Role: Update by Cllr Potter on recruitment of new Clerk and to agree action.

8. Chairs report: Update on the outcome of a complaint to the Vale of Whitehorse

21/73: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

21/74: Other Documents & Letters Received:

21/75: Date of Next Meeting: 14th October at 7.30pm

End of Meeting