



North Hinksey Parish Council



Mrs Helen Broughton, Locum Clerk to the Parish Council

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A Meeting of North Hinksey Parish Council will be held at 7.30pm on Thursday 14th October 2021 in the Seacourt Hall and via video conference

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/85918011157>

Alternatively go to the zoom website (zoom.us), click 'join a meeting', and enter Meeting ID: **859 1801 1157**

8031 You will also be prompted to enter the following passcode: **575011**

To listen by telephone (including mobiles), dial: 203 481 5237

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

Helen Broughton

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7th October 2021

AGENDA

21/145: Apologies for Absence

21/146: Declarations of Interest

21/147: Approval of Draft Minutes (5 minutes)

1. Council Meeting 9th September 2021
2. Recreation and Amenities Committee 16th September 2021
3. Environment and Wellbeing Committee 16th September 2021
4. Communications Committee 30th September 2021

21/148: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

21/149: Reports from County & District Councillors (10 minutes)

21/150: Review of Actions (Paper 1) (5 minutes)

21/151: CLERK'S REPORT (Paper 2) (5 minutes)

21/152: COUNCIL MOTIONS (Total 30 minutes)

1. Motions proposed by Cllr Potter and seconded by Cllr Berrett - new Louie Memorial Pavilion
 - a) Council to consider the draft project brief (*Paper 3*) for Phase 2 works towards the new Louie Memorial Pavilion (i.e. detailed architectural design and completing pre-construction planning conditions), and to agree the project brief content.
 - b) Council to send the agreed project brief out to architectural firms with invitations to tender for the work.
 - c) Council to appoint a panel to consider received project bids and to recommend a preferred Phase 2 architect to Council.

2. Motion proposed by Cllr MacKeith and seconded by Cllr Blase: Skatepark
 - a) Council to agree the draft design brief (*Paper 4*) for the Skatepark.
 - b) Council to authorise the Skatepark Working Group to put the design brief out to tender, with a view to framing a planning application which will be brought back to Council in due course.

21/153: COUNCIL MATTERS (Total 45 minutes)

1. Finance

- a. Approval of Receipts and Payments since last full Council Meeting (*Paper 5*)
- b. To note that NHPC has not yet been issued with its External Auditor Report and Certificate as an objection has been received in relation to the 2020/21 AGAR that remains under consideration.
- c. To approve a recommendation from the Communications Committee that a laptop be purchased at a cost of up to £400.
- d. To approve a grant of £1,500 to the Food for Charities (Botley Community Larder) (*Paper 6*)
- e. To approve legal costs of £450 following a complaint to the ICO.

2. General:

- a. To appoint Cllr Bolder to the Personnel Committee.
- b. To appoint a Councillor to the Finance and General Purposes Committee.
- c. To agree the model and colour of bus shelter to be installed at Westminster Way.
- d. To receive a response from the Innovation Hub Manager at Oxfordshire County Council on potential options (including retrofitting) of green initiatives following the decision to proceed with a standard bus shelter.
- e. To receive an update from Cllr Berrett on the Public Arts Project.
- f. To agree a response to a consultation on new arrangements for considering allegations of a breach of the Code of Conduct from the Vale of Whitehorse (deadline 12th November)

3. Communications

To approve the following recommendations from the Communications Committee:

- a. that members of the public be permitted to attend meetings in person but that hybrid meetings continue.
- b. that NHPC use Mailchimp for contacting allotment holders for newsletters and all other allotment related communication, where possible.
- c. That data protection training be arranged for the Council at a cost of £20 per head
- d. That an external Data Protection Officer be appointed and asked to undertake a review of NHPC's data protection compliance (*Paper 7*)

4. **Nature Reserve & Allotments:** Report back from the allotment tenants meeting on 3rd October by Cllr Kay, and to agree the next actions.
5. **Recreation and Amenities**
 - a. To receive a report from the Committee Chairman.
 - b. Council to consider quotes for maintenance work in the Memoria Garden.
6. **Environment and Wellbeing:** to receive a report from the Committee Chairman.
7. **Remembrance Day:** Update by Cllr Fairclough on the Remembrance Day Service.
8. **Clerk/RFO Role:** Update by Cllr Potter on recruitment of new Clerk.

21/154: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

21/155: Other Documents & Letters Received:

21/156: Date of Next Meeting: 25th November 2021

End of Meeting