**North Hinksey Parish Council**

Mrs Linda Morrison Allsopp, Clerk to the Parish Council Tel: 01865 861992 or 07494 054581   
E-mail: [clerk@northhinksey-pc.gov.uk](mailto:clerk@northhinksey-pc.gov.uk) 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 8th September 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**](https://www.dropbox.com/sh/465km3h7sethuux/AAC1xZv3ryRKs3KB85o83xO7a?dl=0)

To view the meeting from a computer, tablet or smartphone, use this link:    
<https://us02web.zoom.us/j/5977854491>

Alternatively go to the zoom website (zoom.us), click ‘join a meeting’, and enter    
Meeting ID: 597 785 4491

You will also be prompted to enter the following passcode:

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

*Linda Morrison Allsopp .*Linda Morrison Allsopp, Clerk to the Parish Council 2nd September 2022

**AGENDA**

**22/073: Apologies for Absence**

**22/074: Declarations of Interest**

**22/075: Approval of Draft Minutes of the** Parish Council Meeting held on21st July2022

**22/076: Note the following committee minutes:**

1. Personnel Committee – 25th July 2022
2. Finance & General Purposes – 28th July
3. Recreation & Amenities – 28th July
4. Planning Committee - 7th August 2022
5. Remembrance Day Committee – 1st September 2022
6. Planning Committee - 1st September 2022

**22/077: Matters raised by Members of the Public:** (Max 5 mins / question, 15 mins total)

**22/078: Reports from County & District Councillors** (10 minutes)

**22/070: Review of Actions** *(paper 1)*(5 minutes)

**22/080: CLERK’S REPORT** *(paper 2)* (5 minutes)

**22/081: COUNCIL MOTIONS**

**22/082: COUNCIL MATTERS** (Total 60 minutes)

1. **Finance**
2. Approval of Receipts and Payments since last full Council Meeting *(paper 3)*
3. To Note email correspondence from Vale of White Horse District Council re CIL Payments *(paper 4)*
4. To consider email from SAAA and to agree to continue with present arrangement where SAAA is responsible for appointing the External Auditor (Paper 5)
5. To Consider letter from present Internal Auditor and to review list of alternative internal audit suppliers (Paper 6)
6. To note confirmation from Pensions Regulator of redeclaration of compliance (Paper 7)
7. To Consider and agree a suitable annual charge to Seacourt Hall for the use of NHPC Broadband by their users.

NHPC pay an annual rental to Seacourt Hall for the use of the Parish Council Office at £720 per year and the Hall for Meetings at a cost of £900 per year. NHPC pay £177.32 per quarter £709.27 per year for Phone, Cloud Phone and Broadband. Users of Seacourt Hall have free access to this broadband and one of the first actions given to the Clerk in January, was to sort out the problems with the Broadband, because of complaints by Hall Users.

1. To authorise the Remembrance Day Committee spend against budget for the Remembrance Day Service.
2. To consider and agree the updated budget recommendations from the Community Arts Project Working Group *(paper 8)*
3. To consider and agree on a high interest easy access savings account provider *(paper 9)*
4. To consider and agree request by Cllr Potter to attend online training provided by SLCC/NALC Leadership in Challenging Situations *(paper 10)*
5. To consider and agree request by Cllr Potter to attend online training provided by SLCC/NALC **Resilience and Emotional Intelligence — What it means in practice for clerks and other council officers** *(paper 11)*
6. To consider and agree request by Cllr Berrett to attend online training provided by SLCC/NALC **Personal resilience and self-protection** *(paper 12)*
7. To consider and agree request by Cllr Berrett to attend online training provided by NALC **Local Councils and Communication Strategies** *(paper 13)*
8. To consider and agree if NHPC should re-join Berks Bucks and Oxon Wild Life Trust *(paper 14)*
9. **General**
10. **Pavilion Project Update -** Report from the Pavilion Project Working Group and their recommendations
11. that Council approve the planning application prepared by Jessop and Cook
12. that Council designate a working group with decision making powers to work with Jessop and cook on design details and the risk assessment *(paper 15)*
13. **Civility and Respect Pledge**

**To consider and agree how the Parish Council can implement the requirements of the Civility and Respect pledge before approving and signing it; to embed respectful behaviour in all council processes and procedures and to attend appropriate training courses** *(paper 16)*

1. **Governance Review**
2. **To acknowledge the results of the consultation on the proposed changes to the name of North Hinksey Parish Council, which would come into force after the elections in May 2023.**
3. **To note the change from Parish to Community Council is an internal matter for the Council** *(paper 17)*
4. **Personnel Papers.**

For Council to review the personnel Papers produced by Cllr Kay and agreed by the Personnel Committee *(paper 18)*

1. Recruitment Procedures 25.7.22 (Paper A)
2. Induction Procedures 25.7.22 (Paper B)
3. Employee Review Procedures 25.7.22 (Paper C)
4. Staff Review Form Template (Paper D)
5. Proposed amendments to NHPC Recruitment Policy (Paper E)
6. Proposed amendments to section 12 of the Terms of Reference for Committees (Paper F)
7. **GDPR**
8. To report on progress of training
9. To report on progress of review of policy documents
10. **Allotments**
11. To report on Allotment Plot Checks
12. For Clerk to notify Council of 2 requests for second plots.
13. **Public Arts Project Update**
14. To designate a Public Arts Working Group.
15. To note the positive decision on the Standing Stones Planning Application number P22/V1480/FUL.
16. To report on the Mosaic Sessions
17. For Council to consider and agree the proposals from the working group meeting of Monday the 5th 2022 (Paper 19)
18. **Central Oxford Travel Plan Consultation To note consultation and delegate response to Environment and Wellbeing Committee/Planning Committee** (paper 20)
19. **South Central Probation UPW Consultation Survey – for Council to consider and decide what response, if any, to make to this survey (Paper 21)**
20. **Draft Diversity and Inclusion - for Council to consider and decide what response, if any, to make to this survey (Paper 22)**

**22/083: Questions raised by Councillors:** (Max 5 mins / question, 15 mins total)

**22/084: Other Documents & Letters Received:**

**Date of Next Meeting:** 20th October 2022 at 7.30pm