**North Hinksey Parish Council**

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**A Meeting of North Hinksey Parish Council**   
**will be held at 7.30pm on Thursday 24th November 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/73avtrllue1epn9/AACfW_gXvkqjozRNIUdcuvSFa?dl=0)

To view the meeting from a computer, tablet or smartphone, use this link:    
<https://us02web.zoom.us/j/83586908396>?

Alternatively go to the zoom website (zoom.us), click ‘join a meeting’, and enter    
Meeting ID: 835 8690 8396

You will also be prompted to enter the following passcode: 639461

To listen by telephone (including mobiles), dial: +44 203 481 5237

*Linda Morrison Allsopp .*Linda Morrison Allsopp, Clerk to the Parish Council 18th November 2022

**AGENDA**

**22/98: Apologies for Absence**

**22/99: Declarations of Interest**

**22/100: Approval of Draft Minutes of the** Parish Council Meetings held on 20th October 2022.

**22/101: Note the following committee minutes:**

1. Remembrance Day Committee – 27th October 2022
2. Planning Committee – 27th October 2022
3. Personnel Committee- 10th November 2022
4. Finance & General Purposes – 17th November 2022
5. Planning Committee – 17th November 2022

**22/102: Matters raised by Members of the Public:** (Max 5 mins / question, 15 mins total)

**22/103: Reports from County & District Councillors** (10 minutes)

**22/104: Review of Actions** *(Paper 1)*(5 minutes)

**22/105: CLERK’S REPORT** *(Paper 2)* (5 minutes)

**22/106: COUNCIL MOTIONS (**5 minutes)

**22/107: COUNCIL MATTERS** (Total 60 minutes)

1. **Receipts and Payments**

Approval of Receipts and Payments since last full Council Meeting *(Paper 3)*

1. **Building Projects**
2. **Pavilion Project Update -** Report from the Pavilion Project Working Group and their recommendations for the following
3. Council to review and approve Pavilion Project Financial Draft Risk Assessment as recommended by the working party *(Paper 4)*
4. Update from Jessop & Cook and the required approvals *(Paper 5)*
5. To agree a quote for an ecology Survey (*Paper 6)*
6. To note the previously agreed draft Business Plan and updated prospective usage information (*Paper 7)*
7. **Skatepark Project Update -** 
   * + 1. Advice from Clerk, following consultation with OALC *(Paper 8)*
       2. Review the Draft Financial Risk Assessment for the Skate Park and agree the amendments from working party and contractor *(Paper 9)*
       3. Consideration and approval of the design proposal recommended by the working group *(Paper 10)*
       4. For Council to consider how the new Botley Bowl Skatepark is to be funded and if Members wish to consider a Public Works Loan and a consequent increase in the precept to pay for all or part of the costs *(Paper 11)*
8. **Finance**
9. Review of CiL Submission and Draft Budget as recommended by F&GP *(Paper 12)*
10. For Council to consider and agree the purchase of a large wheelie bin with drop-down side for weekend storage of rubbish bags at the Louie Memorial Playing Fields, cost exceeds what was previously agreed *(Paper 13)*
11. To review and agree the higher quote for cutting back the trees overhanging the pavement across from the Louie Memorial Pavilion *(Paper 14)*
12. To review and agree a Skipton Building Society Savings Account. The one picked at the last meeting was withdrawn the follow day. *(Paper 15)*
13. To consider request, forwarded by Layla Moran MP, for a Bus Shelter, with seat, to be erected at St Paul’s Crescent Bus Stop. If Council agree to the request for a bus shelter, to consider a proposal for the purchase of a second-hand shelter from another Parish Council, to rent the land to put the shelter on from VOWHDC at a nominal rent of £1 and to pay £500-£600 for the base and £360.10 plus VAT for a bench seat and to delegate the Clerk to organise. In the interim to remove the Sprout bench to that position, as promised by Cllr MacKeith, obtain the required permissions and have it installed *(Paper 16)*
14. To consider request, forwarded by Cllr Emily Smith of VOWHDC for the installation of a seat in the brick built bus shelter near Louie Memorial Playing Fields at a cost of £360.10 plus VAT and the cost of installation (*Paper 17)*
15. To Consider Grant applications from Food for Charities, Hinksey Trail Regeneration Citizens Advice and Botley WI and decide what grant, if any, to pay from the available grant monies (*Paper 18)*
16. To note and agree the conclusions of the NJC pay negotiations with the increase in salary of £1925 and an additional day of holiday from the 1st of April 2023 *(Paper 19)*
17. To agree the renewal of BT Contract on similar terms to the present ones *(Paper 20)*
18. To note costs previously agreed for the Remembrance Service *(Paper 21)*
19. **General**
20. **New Code of Conduct**
21. For Members to confirm they have completed the Code of Conduct training
22. For Members to agree to the New Code of Conduct *(Paper 22)*
23. For each Member to complete their new Register of Members Interest Form and return to the Clerk for transmission to VOWHDC Monitoring Officer *(Paper 23)*
24. **Staffing –To receive a report from the Personnel Committee and consider and agree recommendations for**
25. The recruitment of the part time Louie Memorial Groundskeeper and occasional staff. *(Paper 24)*
26. Plans for the appraisal of the Clerk on or around the 10th of January *(Paper 25)*
27. The negotiations with staff on the Personnel Policies and Procedures *(Paper 26)*
28. Review of Report *(Paper 27)*
29. **Structure Review – to report on progress**. For Council to note that Chris Moses could only provide a review of the Clerk’s Job Description and advised contacting SLCC for a Structure Review.

For members to consider and agree LCC Proposal to provide a Structure Review *(Paper 28)*

1. **Play Equipment Safety report** and matching quotations. The timings of the safety reports are no longer synchronised with the Recreation and Amenities Committee Meetings. This report was received after the last meeting. For members to note and agree action on the safety items. Bollards and Benches to be referred to the next Recreation and Amenities Committee Meeting. *(Paper 29)*
2. **GDPR Deferred from meeting of 29th September 2022**
3. For members to report on completion of individual training set up in June. Only two certificates have been received in the Parish Council Office.
4. To report on progress of review of policy documents.
5. Decision on SharePoint to be deferred to the new Council in May.
6. **Public Arts Project Update**
7. To report on the progress of the final mosaic and the session on the 3rd December 2022.
8. To report on the agreement with Eleanor Greenhalgh on the final mural location (Paper 30)
9. **Burial Ground Campaign Feedback – to report on the follow up with Oxford City Council** *(Paper 31)*
10. **All in One Room Project - To report on progress** *(Paper 32)*
11. **For Council to note the Central Oxford Travel Plan submission** *(Paper 33)*
12. **For Council to note the response from Louie Memorial Pavilion Trust to the suggestion that like Acer Trust, they rent the playing field, so they can hire out the pitch.** *(Paper 34)*

**22/108: Questions raised by Councillors:** (Max 5 mins / question, 15 mins total)

**22/109: Other Documents & Letters Received:**

**Date of Next Meeting:** 15th December 2022 at 7.30pm