



North Hinksey Parish Council



Mrs Julie Flenley, 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 27th April 2023 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](#)

To view the meeting from a computer, tablet or smartphone, use this link: <https://us02web.zoom.us/j/84561933863>

Alternatively go to the zoom website (zoom.us), click 'join a meeting', and enter Meeting ID: 845 6193 3863

You will also be prompted to enter the following passcode: 692833

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

Julie Flenley .

Julie Flenley - Locum Clerk to the Parish Council

19th April 2023

AGENDA

23/001: Apologies for Absence

23/002: Declarations of Interest

23/003: Approval of Draft Minutes of the Parish Council Meeting held on 23rd March 2023.

23/004: Approval of Draft Minutes of the following committee meetings by the relevant committee members:

- a) Environment & Wellbeing – 26th May 2022 and 8th December 2022
- b) Remembrance Day – 27th October 2022
- c) Communications - 9th February 2023
- d) Recreation and Amenities – 9th February 2023
- e) Personnel – 2nd March 2023
- f) Planning Committee – 13th April 2023
- g) Finance & General Purpose – 20th April 2023

23/005: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

23/006: Reports from County & District Councillors (10 minutes)

23/007: Review of Actions (Paper 1) (5 minutes)

23/008: CLERK'S REPORT (Paper 2) (5 minutes)

23/009: COUNCIL MOTIONS (5 minutes)

23/010: COUNCIL MATTERS (Total 60 minutes)

1. Finance

- a) Approval of Receipts and Payments since last full Council meeting (*Paper 3*)
- b) For Council to approve changing the Unity Trust mandate to allow the Locum Clerk and Cllr Bastin to make payments and view accounts.
- c) For Council to consider and agree moving the budgeted cost of £2,000 from the tree survey which did not happen in financial year 2022/23 to the EMR for the Copse Maintenance Fund.
- d) For Council to consider and agree moving £3,000 from the general reserve to the EMR for Elections in anticipation of District Council charges for the upcoming May election.
- e) For Council to note the comments from the Internal Auditors report and agree Sections 1 statements 1-9 (*paper 4*) and 2 (parish finances 2022-23) of the AGAR 2022-23 (*paper 5*).
- f) For Council to agree the dates of the Exercise of Public Rights as being 5th June - 14th July 2023.
- g) For Council to consider approval of a grant application from Botley Bridges (*Paper 6*)

2. Building Projects

a) Pavilion Project Update

For Council to note the updated timescale for consideration of Planning Application [P22/V2377/FUL](#) for the Louie Memorial Pavilion, and to note the architect's advice on confirming next steps once planning permission is granted to proceed with:

- i) Clearing pre-commencement decisions to allow for
- ii) A demolition package to be produced, tendered for and carried out for at least the former scout hut if not the Louie Memorial Pavilion as well, to help mitigate the increasing health and safety risk of the continually dilapidating former scout hut.
- iii) Continuing with stage 4 design of the project up to building control level, which would allow for better cost estimates for fundraising.
- iv) Initiating the Nick Moore (13C Consulting) fundraising plan.

The fees for these would be for stage 4 onwards as per the previously agreed contract.

b) Skatepark Project Update

For Council to note the consultation period for Planning Application [P23/V0842/FUL](#) for the new skatepark in the Upper Louie Memorial Playing Field.

3. General

a) Staff recruitment

Following an update on current applications and projected recruitment timescale,

- i. For Council to confirm interview panel members for the Groundsperson's position which requires 2 councillors and the Clerk/further councillor.
- ii. For Council to confirm interview panel members for the replacement Clerk/RFO's position which requires 3 councillors and the Clerk/further councillor.

b) Playpark inspection quarterly report – to note the contents (*paper 7*) and subsequent report of damaged trampoline, and agree actions for repair works:

- i. to obtain quotes from HAGS for replacing the trampoline and two pendant seats on the Titan swing at LM Playing Field, with review of equipment warranty.

- ii. to authorise Clerk approval of fixes to the equipment in the play area in the lower field, graffiti removal, and re-seeding under the trim trail equipment (needed for parallel bars) by Graham Sillman subject to receipt of satisfactory quotes up to a maximum spend limit of £1000
- c) **General Parish Maintenance** – to agree parish-wide bench maintenance works which is overdue.
- d) **Public Arts Project Update** – Progress report from Cllr Berrett (*paper 4*)
- e) **The Coronation of the King** – Update on plans including risk assessments and recruitment of volunteers – Cllr Berrett
- f) **Allotment footpath update** – Cllrs Kay & Dowie.
- g) **Seacourt Hall update** – for Councillors to note the establishment of the new CIO structure and its first annual meeting scheduled for 5th June.
- h) **To agree meeting dates for 2023-24 financial year**

23/011: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

23/012: Other Documents & Letters Received:

Date of Next Meeting: 18th May 2023 at 7.30pm (Annual Meeting of the Parish Council)