

## Minutes of the South Hinksey Parish Council at South Hinksey Village Hall

Monday 6<sup>th</sup> April 2009

---

**Present:** Sarah Balaam, Clive Briffett (Chair), Sheridan Edward (Clerk), Elizabeth Halcro, Liz LeFevre, Maggie Rawcliffe (Vice-Chair).

**Parishioners:** Sue Burrows, Nick Frearson, Richard King, Rachel Marsden, Adrian Porter, Peter Rawcliffe, Linda Slater

### Apologies

None

### Declarations of interest

None

### Parishioners' comments

a) Community land. RK, PR and LS had submitted a report to the Council outlining several issues that needed to be addressed when taking the project forward. There followed a discussion and particular issues included ongoing maintenance costs; whether fencing or markers should be installed; and the use of the land for the Burrow's horse.

AP also noted that since the scheme was originally devised, there had been several changes of ownership to adjoining properties and that the new residents should be consulted on the scheme.

It was agreed that as the issues were several and complex and that a steering group should be formed to draft a comprehensive proposal and consult with local residents and stakeholders. CB agreed to chair the group with other members being RK and PR. It was also suggested that a member of the Village Hall Management Committee and Peter Burrows be included. **Action: CB to arrange steering group meeting and parish meeting to discuss further.**

### Minutes of 3<sup>rd</sup> March meeting

Read and agreed.

## Matters arising

- a) Flooding. The Brookes student's presentations were due later in April. **Action: CB would present at next meeting.** PR reported that the EA meeting had been very busy and successful. Final comments were due by 12<sup>th</sup> May. **Action: CB to draft email asking for feedback and forward to LS to email on SHInfo.** SB reported that the parish had been downgraded from flood warning to flood watch. However, the Council could still receive automatic updates. **Action: Councillors to register for email updates.** PR reported that desilting was taking place at the culvert at Kennington and that the disused bridge further up would be next. The bridge furthest up is no longer owned by EWS and Network Rail was negotiating with the new owners. PR also raised the issue of obstacles in the ditch on Nick Frearson's land. **Action: SE/PR to discuss with Nick.**
- b) Ramps. Peter Challis is unwilling to prepare costings until a licence is granted. **Action: CB/PR to gain estimates for the work and PR to investigate cost of licence.**
- c) Wildflower area. The new contract with Matthew Ellett had been confirmed and would commence in the coming weeks. **Action: PR to discuss slight variation to specs with Matthew Ellett.**
- d) Ditch clearance. NPS to clear ditch along John Piers Lane in the coming weeks. **Action: CB to ask NPS about clearance of Barleycott Lane ditch and look into options for disposal of debris (e.g. a skip).**
- e) EH had received correspondence from SE and was preparing a summary for Evan Harris. **Action: EH to arrange a meeting at the A34 during a weekday day-time. SE to chase up results of air pollution tests.**
- f) Goldace Developments Ltd had partially cleaned-up the old car park, but further work was needed. **Action: CB to chase.**
- g) Speed controls. The 40mph request on Hinksey Hill was accepted and work is due in the coming year. The 20mph speed limit in the village was rejected. **Action: SE to request that the 30mph sign on Parker Road is moved back towards the A34.**
- h) Notice boards. A quote had been requested from DJ Cullen and SE was awaiting response. **Action: SE to chase.**
- i) Footpaths. CB had investigated different stiles and would discuss further with landowners. MR had investigated the history of John Piers Lane and although a proposal to downgrade its status from vehicle to footpath had been proposed in 1994, there was no indication as to whether an application was actually made.
- j) Tree felling by Wyevale Centre. CB / MR reported that the trees were felled due to bank erosion and road collapse, but that they were due to be replanted. CB also reported that the litter along the South Hinksey stretch of the A34 had all been removed last week.

- k) Sewage. SB had contacted Kennington and North Hinksey Parish Councils and was awaiting a response. SB also reported that for every incidence of visible sewage, the homeowner was entitled to up to half of waste disposal bill back to a maximum of £75. **Action: SB to inform relevant parishioners and draft letter to Thames Water.**
- l) Free trees. MR and CB to confirm planting of twelve trees to replace dead trees.

### Finance – payment and receipts

#### Payments

CB – Expenses	£49.62
SE – Clerk wages Jan-Mar	£334.62
EH – Expenses	£5.47
MR – Expenses	£141.00

#### Receipts

Forestry Commission (Community Woodland grant)	£4614.40
---	----------

### Planning applications

SHI/11818/3 Land Adjacent To Cross Keys House, 16 Manor Road  
Conversion of barn to three-bed house

The barn is currently leased to Peter and Sue Burrows, and they have not been formally notified of the planned conversion. In addition, concerns were raised over the wording of the application (that horses were felt to detrimental to the village). There were also concerns over the possible impact on parking. **Action: Parishioners to submit individual comments and councilors to submit comments to SE by 14<sup>th</sup> April.**

SHI/2195/7 The Firs, Hinksey Hill  
Demolition of single-storey building and erection of two-storey side extension

Council raised no objections.

### Correspondence

Adult Learning booklet – to be put on village notice board.

### External audit report

SE had received the external auditor's report for 2007/8. The following observations were made:

a) RFO was a Councillor. This was a temporary measure due to the absence of a Parish Clerk at the time of audit. SE reminded Council that this was in breach of s151 of the Local Government Act 1972.

b) Risk Assessment. The Council had not minuted their review of the risk assessment. **Action: SE to bring up-to-date asap.**

c) Internal Auditors Report. The audit restated the recommendations of the internal auditor's report. SE reported that all points had either been complied with or were being actioned.

### **Littering and cleanliness report**

Due to various current issues regarding the cleanliness and presentation of land in the parish, SE submitted a report on the powers of local government under s.215 of the Town and Country Planning Act 1990. It was clarified that powers to enforce s.215 lay with the Planning dept. of the District Council.

SE recommended that all complaints be forwarded to the local planning authority (LPA) and that Council monitors and ensure a resolution is reached. **Action: Councillors to forward any current issues to SE to raise with LPA.**

CB once again raised the cleanliness problems, supported with photographs, arising at Chilswell Path where the Parish Council woodland site was being illegally used for car parking, rubbish skip dumping and wood piles by owners of No 1. It was agreed a warning letter would be sent to the owners asking for immediate removal. **CB to action.**

There were six other vehicles parked alongside the access path including a full size horsebox, a large size container and two abandoned cars. The partly constructed hardcore bridge over the Chilswell stream was obstructing the water flow and damaged trees were hanging over the water course. It was recommended the planning authority be informed and the Environment Agency contacted re: the stream course obstructions. **SE to action.**

### **Community grassland**

CB had circulated all with a detailed proposal for converting land off the public footpath to the Chilswell Nature Reserve belonging to the council to a hedgerow, shrub and grassland status. This was leased to Nick Frearson and had been used as set-aside for the last three years. Research needed to be conducted on monitoring current plantlife and wildlife. CB had consulted with various experts who were prepared to assist in doing this during the summer. After more data was collected a more detailed scheme could be prepared. He suggested funding could be obtained in a similar way to the woodland and he would be prepared to organize this.

It was felt that although the project was a good idea in principle, with the current volume of ongoing projects, Council did not have the time or resources to undertake the project at present. CB confirmed he was happy to do all the work needed. Concern was expressed about future maintenance costs but it was stated that this would be minimal due to the site being allowed to develop as a natural resource. Existing conditions such as the need to cut back edge vegetation from trees and keeping the stream course clear will need to be financed anyway as long as we own

it. Concern was also raised about a proposed new pond on the site. CB confirmed that a recent site visit revealed the stream course to be too deep to achieve this anyway.

It was noted that Nick Frearson's current arrangement with DEFRA came to an end in September and it was asked whether Nick would be able to convert its use to conservation area was possible.

**Action: CB to discuss with Nick Frearson.**

### **Council house sale**

Oxford City Council was in the process of selling two properties opposite the Village Hall. The Council was concerned at the state of the property and dumping of rubbish in the car park used by the Village Hall users. MR had contacted the City Council about it. It was also noted that there was a possibility of the creation of a building plot in the garden of the house. **Action: Council to monitor the development.**

### **VWHDC Core Strategy**

CB/MR had circulated a report on the meeting attended by MR and himself. All Council comments had now been submitted.

### **APM**

Council set Tuesday 12<sup>th</sup> May 2009 at 7:30pm as the date for the Annual Parishioner's Meeting. It was noted that the Village Hall committee wish to make a presentation at the start of this meeting.

### **Any other business**

a) Flood Plan. EA had informed SB that it was advisable for South Hinksey to create a flood plan. Council was in agreement. **Action: SB to look into.**

b) Potholes. LLF and CB reported that work was underway to repair the damaged, sunken pavements and potholes on Hinksey Hill and that the County Council had been alerted to other serious road damage at Betty Lane which needs immediate attention..

c) Hedges on Parker Road. A work party comprising MR/PR and CB had cut back choking climbers to re-expose hedging plants and trees but more extensive trimming back of brambles was needed. **Action: CB to ask NPS. SE to check whose responsibility it was for maintaining land between Parker Road and the A34 fence boundary.**

d) Stile at end of Manor Road. SB reported that the stile was loose and presented a hazard. **Action: SE to contact Paul Harris, Footpaths Officer.**

**Date of next meeting: Tuesday 12<sup>th</sup> May 2009 at 7:30pm**