



Botley & North Hinksey Parish Council



Mrs Julie Flenley, Locum Clerk to the Parish Council

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A Meeting of Botley & North Hinksey Parish Council will be held at 7.30pm on Thursday 15th June 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/86206022059?>

Alternatively go to the zoom website (zoom.us), click 'join a meeting', and enter

Meeting ID: 862 0602 2059

You will also be prompted to enter the following passcode: 115661

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

Julie Flenley.

Julie Flenley - Locum Clerk to the Parish Council

7th June 2023

AGENDA

23/040: Apologies for Absence

23/041: Declarations of Interest

23/042: Approval of Draft Minutes of the Parish Council Meeting held on 18th May 2023.

23/043: To NOTE the latest committee meeting draft minutes:

- Recreation and Amenities Committee
- Planning Committee

23/044: Matters raised by Members of the Public: (Max 5 mins / question, 15 mins total)

23/045: Reports from County & District Councillors (10 minutes)

23/046: Clerk's Report (Paper 2) (5 minutes)

23/047: Council Motions (5 minutes)

- a) Local Environment Action Plan (LEAP)

This council notes:

- The many pressures on our environment including overdevelopment, climate change and loss of green space;
- The national commitments to develop Nature Recovery Strategies and to reach net zero by 2050;
- The work being done to protect and improve our environment by the Oxfordshire Local Nature Partnership, Zero Carbon Oxford, local councils in Oxfordshire and many other organisations;
- Our existing commitments and plans;
- That despite our efforts progress in this area on these issues has been slow.

This council therefore proposes and commits:

- To develop a Local Environment Action Plan for the parish
- To authorise the Environment and Well-being Working Group (EWWG) to take a lead in this development

- To seek the active and collaborative engagement of local voluntary organisations in the EWWG to help develop this Plan
- To invite Vale of White Horse DC to nominate a point of contact for this work with their relevant staff team
- To consult widely across the parish on the aims and targets for this Plan
- To liaise with the Oxfordshire Association of Local Councils and other relevant bodies to learn from good practice elsewhere
- To request the EWWG to prepare an initial outline paper for discussion at our September meeting
- To set an initial budget of £200 to cover any relevant expenses.

Proposed: Chris Church

Seconded: Lorna Berrett

23/048: Finance

- a) Approval of Receipts and Payments since last full Council meeting (*Paper 3*)
- b) For Council to consider approval of grant applications from The Sprout and Counselling Carers (*Papers in Dropbox*)
- c) Contracts review – John Kogel and Oxford Tree Surgeons
- d) Training course expenditure approval
- e) Review of the asset register (paper)

23/049: Building Projects

a) Pavilion Project Update

For [P22/V2377/FUL](#) for the Louie Memorial Pavilion the target deadline is now July 26th Vale Planning Committee. To agree the information required from Jessop & Cook for the discharge conditions detailed in dropbox paper.

b) Skatepark Project Update

For Council to note the request from the District regarding an extension of deadline to 28th June 2023 in order to consideration of Planning Application [P23/V0842/FUL](#) for the new skatepark in the Upper Louie Memorial Playing Field.

23/050: General

- a) To NOTE and ADOPT the Code of Conduct with references pertaining to the Vale Council amended to reflect the Parish Council, etc. (Paper in dropbox)
- b) General Parish Maintenance – to agree parish-wide bench maintenance works which is overdue. Paper from Graham Sillman with quote (EMAIL – Q1033) Papers on Dropbox
- c) Confirm appointment to Committees, Working Groups and external groups
- d) Emails and website update
- e) Public Arts Project Update – Progress report from Cllr Berrett
- f) Allotment footpath update – Cllrs Kay & Dowie
- g) Allotment Inspections – request for 2x volunteers to carry out inspections as and when required
- h) To DISCUSS the Flood Scheme alleviation letter
- i) To agree meeting dates for 2023-24 financial year (Paper on Dropbox)

23/051: Questions raised by Councillors: (Max 5 mins / question, 15 mins total)

23/052: Other Documents & Letters Received:

Council is required to pass the resolution under the Public Bodies (Admission to Meetings) Act 1960 Section1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they involve agreeing the terms of employment of new staff members and as such the press and public are excluded from this part of the meeting

Confidential session:

23/053: Staff recruitment

Following an update on current applications and projected recruitment timescale, for Council to confirm offers and salary proposals to preferred candidates for the roles of:

- i. Parish Clerk.
- ii. RFO
- iii. Grounds Keeper

Date of Next Meeting: 27th July 2023 at 7.30pm