

## FOREST HILL WITH SHOTOVER PARISH COUNCIL

**Councillors** are hereby summoned to attend a meeting to be held on **Thursday 23 September 2021 at 7.00pm in Forest Hill Village Hall**

**Helen Cross, Clerk to the Parish Council**

**Members of the public and press** are welcome to attend. Members of the public may make representations to the council under item 49 , according to the Council's Standing Orders. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders and Recording of Meetings Policy.

**All Attendees:** To continue to protect everyone as much as possible against COVID-19 infection social distancing rules remain in place.

### PARISH COUNCIL MEETING AGENDA

- | No. | Item   |
|-----|--|
| 67. | <b>APOLOGIES FOR ABSENCE</b> – To receive and accept.  |
| 68. | <b>DECLARATIONS OF INTEREST</b> – To receive requests for declarations of interests from Councillors relating to items on the agenda.  |
| 69. | <b>PUBLIC FORUM</b> – To facilitate public participation.<br>a) Members of the public are welcome to raise matters of concern or ask questions of the council.   |
| 70. | <b>MINUTES OF LAST MEETING OF THE PARISH COUNCIL</b> held on Thursday 12 August 2021 - previously circulated. To confirm.  |
| 71. | <b>UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING</b> – Chairman/Clerk to report on progress of outstanding items which do not require further decision.<br><b>i) Planning applications - min.2021/53</b><br>All Parish Council comments submitted.<br><b>ii) Replacement notice board for Old Rd,Shotover - min.2021/58ii</b><br>Ordered.<br><b>iii) Replacement dog waste litter bin for Village Hall – min.2021/58/iv</b><br>Ordered and received.<br><b>iv) A meeting for Councillors with John Howell MP – min.2021/65i</b><br>Arranged. |
| 72. | <b>OCC and SODC MATTERS</b> - To receive reports.  |
| 73. | <b>PLANNING</b> - To consider and comment on all recent applications received from South Oxfordshire District Council – all previously circulated.<br><b>i) Applications</b><br><b>a) P21/S3335/HH – Hazels, Old Rd, Shorover Hill, OX3 8TA –</b><br>Construction of a new single-storey garage – previously circulated.   |

**b) P21/S3761/HH** – Bramley Cottage, Main St., Forest Hill, OX33 1DY  
Construction of a rear single storey extension, demolition of existing garage, new rear door and repainting of existing windows and external door – previously circulated.

**ii) Decisions**

**a) P21/S3560/LDP** – Long Leys, The Ridings, Shotover Hill, OX3 8TB – previously circulated.

**APPROVED**

**iii) For information only**

**c) P21/S3560/LDP** – Long Leys, The Ridings, Shotover Hill, OX3 8TB – Certificate of Lawfulness for proposed single storey side and rear extensions – previously circulated.

**74. FINANCE**

**i) To receive the current finance report:**

**Balances at bank – as at 3 September 2021**

Business Reserve Account	29,243.47
Current Account	<u>25,035.97</u>
	54,279.44
Less: Unpresented cheques	<u>136.00</u>
	54,143.44
(This includes a remaining CIL balance of	<u>22,231.04</u> )
	31,912.40
Less: Earmarked reserves	<u>10,000.00</u>
<b>Total available funds</b>	<b>£ 21,912.40</b>

**Receipt included in above total**

£1,000 SODC grant received towards new rec-safer entrance.

**ii) To consider and approve payment of the following:**

Admin to the Council	TBA
Green Scythe Ltd. – Inv.13589	
Grass mowing on 21&22/07/2021	586.80
SP1 Solutions – Inv.18429	
Annual software licence	1,100.15
Advancedscape – Inv.AD05727	
Dob waste bin	80.00
Lincoln College – RENT05725	
Village Hall rent 29/09/21-28/09/22	250.00

**75. CLERK / RFO** – To receive a report.

Insurance 2021/22 has been confirmed.

VAT claimed on payments made for year 2020/21 totalled £1,794.71, not yet received.

**76. GOVERNANCE** – To receive any reports, updates and matters for consideration.

**77. BUS SERVICE and TRANSPORT** - To receive reports

**78. VILLAGE and PARISH MATTERS** – To receive reports, updates and any matters for consideration.

**i) Grass cutting** – to receive an update

**ii) Appointment of Maintenance Worker for the Parish** (since June 2021 min.2021/38vi) – to receive an update.

- iii) **Dog waste bin emptying** – to review current arrangement with SODC.
79. **VILLAGE HALL** - To receive a report, updates and any matters for consideration.
- i) **Managing Trustees** – to receive a report.
- ii) **Grant request from Managing Trustees** – previously circulated – to consider.
- iii) **Possible re-opening and re-imaging of the village hall** (since June 2021 min.2021/39iii) – to receive an update.
80. **RECREATION GROUND** - To receive a report, updates and matters for consideration.
- i) **Replacement of the litter bin on the rec** (since Aug 2020 min.2020/56).
- Ongoing. Action:** Cllr. Waite Brown will purchase a new bin.
- ii) **Replacement or repair of a gate on the rec** (since Nov 2020 min 2020/77iii) – to receive an update.
- iii) **Proposed new project and rewilding** (since Aug 2021 min 2021/60vi) – to receive an update and further discussion.
- Actions:** Clerk to write to New College.  
Cllr. Waite Brown to write an entry for 4 Parishes Newsletter.  
Cllr Waite Brown to apply for newly launched SODC grant.
- iv) **Ground repairs to cricket net area**
81. **CEMETERY** - To receive a report, updates and matters for consideration.
- i) **Burials for non-residents** – to review current procedure and charge.
82. **ALLOTMENTS** - To receive a report, updates and any matters for consideration.
- i) All plots are now taken.
83. **COMMUNITY EMERGENCY RESILIENCE PLAN** – To receive an update
- i) **Community Emergency Planning Survey – response requested** (since April 2021 min.2021/188i).
- Action:** Cllr. Massey to complete the survey
- ii) **Government Consultations 2021** – Cllr Leeding’s comments – previously circulated.
84. **OALC / NALC** - To receive a report.
- i) OALC August newsletter – previously circulated
85. **INFORMATION and CORRESPONDENCE** – all circulated when received
- i) Email from resident regarding the lighting of bonfires.
- ii) Clerks & Councils Direct, September issue.
86. **DATE, TIME AND PLACE OF NEXT MEETING**  
Thursday 4 November 2021 at 7pm in the Village Hall.