

## FOREST HILL WITH SHOTOVER PARISH COUNCIL

Councillors are hereby summoned to attend a meeting to be held on  
Thursday 4 November 2021 at 7.00pm in Forest Hill Village Hall

Signed:

Helen Cross, Clerk to the Parish Council

**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  |
|-----|---|
| 87. | <b>APOLOGIES FOR ABSENCE</b> – To receive and accept.   |
| 88. | <b>DECLARATIONS OF INTEREST</b> – To receive requests for declarations of interests from Councillors relating to items on the agenda.   |
| 89. | <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.  |
| 90. | <b>MINUTES OF LAST MEETING OF THE PARISH COUNCIL</b> held on Thursday 23 September 2021 - previously circulated - To confirm.   |
| 91. | <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>i) <b>Replacement or repair of a gate on the rec</b> - 2020/77iii.<br>min.2021/98iii of these minutes refers.<br>ii) <b>Planning applications</b> – min.2021/73.<br>All Parish Council comments submitted.<br>iii) <b>Dog waste bin emptying</b> – min.2021/78iii.<br>Tactical Facilities Management Ltd (TFM) provided confirmation of their licence and insurance which was circulated to Councillors. An agreement was made with TFM and the agreement with SODC was terminated. The service with TFM begun on 19/10/2021.<br>iv) <b>Grant request from Managing Trustees of Village Hall</b> – min.2021/79ii.<br>Clerk has written to Managing Trustees notifying them of the Council's decision and requested copies of invoices for the work done. |
| 92. | <b>OCC and SODC MATTERS</b> - To receive reports.<br>PC's issues regarding resurfacing of Forest Hill village roads and plans for A40 lay-bys (since September 2021 min. 2021/72).<br><b>Action:</b> Clerk to write to Cllr.Bearder.  |
| 93. | <b>PLANNING</b> - To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated.<br>i) <b>Planning applications</b> – for information only.<br>a) <b>P21/S2829/LDE</b> – Longcott, 8 Shotover Kilns, Shotover Hill, Oxford<br>APPROVED.<br>b) <b>P21/S3560/LDP</b> – Long Leys, The Ridings, Shotover Hill, Oxford.<br>APPROVED.   |

ii) **Notifications of planning permission** - for information only.

a) **P21/S2878/HH** – Mulberry House, The Ridings, Shotover Hill, OX3 8TB. GRANTED.

b) **P21/S3231/HH** – The Willow House, The Ridings, Shotover Hill, OX3 8TB. GRANTED.

c) **P21/S3761/HH** – Bramley Cottage, Main St., Forest Hill, OX33 1DY. GRANTED.

94. **FINANCE** - To receive, approve, consider and review the following:

i) **Balances at bank – as at 5 October 2021**

Business Reserve Account	29,243.47
Current Account	<u>34,774.84</u>
	64,018.31
Less: Unpresented cheques	<u>2,408.55</u>
	61,609.76
(This includes a current remaining CIL balance of	<u>22,231.04</u> )
	39,378.72
Less: Earmarked reserves	<u>10,000.00</u>
<b>Total available funds</b>	<b>29,378.72</b>

**Receipts included in above total**

V.A.T. refund	1,794.71
Precept – 2 <sup>nd</sup> half	9,250.00

ii) **Payment requests:**

Admin to the Council	587.08
A Waite Brown – reimbursement for new bin liner for recreation ground	48.70
Green Scythe Ltd – Inv.13813	
Grass cutting 07-24/09/2021	1,173.60
Arien Designs Ltd – Inv:FOR008	
Notice board for Shotover Hill (CIL)	1,065.60
Subbi The Handyman – Inv.#29	
Installation of new notice board on Shotover Hill	250.00

iii) **Grant request**

Forest Hill Baby and Toddler Group.

iv) **2<sup>nd</sup> quarter internal check and budget comparison** – documents previously circulated.

v) Draft budget for 2022/23.

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

i) The new allotment lease has been received. There are now 2 original leases to be taken to the bank for storage.

ii) Poppy wreath for Remembrance service received.

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

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

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

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

ii) **Installation of car charging point outside the village hall** – to discuss possibilities.

- iii) Installation of Shotover notice board and recreation ground gate**  
 Four local Handyman/Maintenance providers had been approached for quotes. Only one had replied with a quote. Two could not take on the work and one did not reply. Due to the amount of money involved the Chair agreed to the quote from Subbi The Handyman of:  
 £250 to remove the existing notice board and install the replacement.  
 £365 to install the new gate in the recreation ground.
- 99. VILLAGE HALL** - To receive a report, updates and any matters for consideration.  
**i) Managing Trustees report**
- 100. RECREATION GROUND** - To receive a report, updates and matters for consideration.  
**i) Proposed new project and rewilding** (since Aug 2021 min 2021/60vi)  
 – to receive an update and further discussion.  
**Ongoing**  
**ii) Ground repairs to cricket net area**
- 101. CEMETERY** - To receive a report, updates and matters for consideration.  
**i) Burials for non-residents** – to review current procedure.  
**Action:** Clerk to update website check on the legalities of refusing burials for non-residents.  
**ii) Measurements of headstones** – to review.  
**iii) Exclusive Right of Burial and privacy notice** certificate or letter – to consider.
- 102. ALLOTMENTS** - To receive a report, updates and any matters for consideration.
- 103. COMMUNITY EMERGENCY RESILIENCE PLAN** – To receive an update.  
**Action:** Cllr. Massey
- 104. Land North of Bayswater Brook** – To receive an update.
- 105. A safer pace, safer place campaign** – To discuss.
- 106. OALC / NALC** - To receive a report.  
**i) OALC newsletter** – previously circulated.
- 107. INFORMATION and CORRESPONDENCE** – all circulated when received.
- 108. DATE, TIME AND PLACE OF NEXT MEETING**  
 Thursday 9 December 2021 at 7pm in Forest Hill Village Hall.