

FOREST HILL WITH SHOTOVER PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING
held on Thursday 9 December 2021 at 7.00pm in Forest Hill Village Hall

Present: Cllrs M Leeding (Chair), W Blyth, J Hobbins, C Massey,
Clerk and RFO H Cross

No. Item

109. APOLOGIES FOR ABSENCE

The Council received and accepted apologies from Cllrs A Waite Brown, G Blomley, T Bearder

110. DECLARATIONS OF INTEREST

Cllr Leeding declared an interest in the Village Hall and OFOG.

111. PUBLIC FORUM

There were no members of the public in attendance.

112. MINUTES OF LAST MEETING OF THE PARISH COUNCIL held on Thursday 4 November 2021

The Council **RESOLVED** to agree and confirm as a true and accurate record. Duly signed.

113. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING

i) Planning applications – min.2021/93i

Clerk submitted all Councillors comments.

ii) Cemetery burial procedures and headstone measurements

min.2021/101iii

Clerk updated procedure document and website.

114. OCC and SODC MATTERS

Cllr Bearder had emailed his report to Councillors and in addition his feedback on the matters of concern raised with him at the last parish council meeting, quote:

“On the resurfacing I have asked the teams to factor in better community dialogue before works are carried out and we are working out how best to factor that in with our contractors Milestone, but also recommend that all parishioners regularly use FixMyStreet because this is the best way to alert problem areas to the council.

On the laybys. I have composed a letter to the Secretary of State and I am waiting on the leaders sign off for it to be sent. Should he refuse to help in spite of the need for better HGV facilities I have told the team to immediately demolish the buildings as I can't get agreement from the District to take on maintenance and the property department can't see a route to financially maintain them.”

115. PLANNING

Notifications and decisions from South Oxfordshire District Council – all previously circulated.

i) Planning applications

P21/S3997/DIS – Monks Farm, Shotover Hill.

Amendment for: As amplified by drainage information received 11 November 2021. SODC website link refers.

The Council **RESOLVED** to agree no objections.

P21/S4843/HH – Long Leys, The Ridings, Shotover Hill, OX3 8TB

General refurbishment including partial enclosure of an existing balcony, modifications and addition of new windows.

The Council **RESOLVED** to agree no objections.

P21/S4479/FUL – Keepers Cottage, Wheatley Rd, Forest Hill, OX33 1EP – Demolition of existing house and replacement with new single dwelling.

The Council **RESOLVED** to agree no objections.

P21/S4939/HH – Shotover Edge, Old Rd, Shotover Hill, OX3 8TA.

A child's treehouse at the rear of the garden.

The Council **RESOLVED** to agree no objections.

Notifications received since writing agenda:

P21/S5029/HH – Minchin Court, Stanton Rd, Forest Hill, OX33 1DT
Conversion of an outbuilding within the curtilage of Minchin Court into ancillary accommodation.

P21/S5030/LB – Minchin Court, Stanton Rd, Forest Hill, OX33 1DT
Listed building consent on above.

The Council **RESOLVED** to agree, no objections.

Action: Clerk to submit Council's comments on all of above.

Decision received since writing agenda – for information only

P21/S3574/HH – Glennwood, Wheatley Rd, Forest Hill

APPROVED

The Council did not receive the full application details at the time of publication and so were not able to discuss and comment.

Action: Clerk to write to planning office to record this.

116. **FINANCE**

i) Balances at bank – as at 5 November 2021

| | £ |
|---|-------------------------|
| Business Reserve Account | 29,243.71 |
| Current Account | <u>32,406.29</u> |
| | 61,650.00 |
| Less: Unpresented cheques | <u>3,786.98</u> |
| | 57,863.02 |
| (This includes a current remaining CIL balance of | <u>20,915.44</u>) |
| | 36,947.58 |
| Less: Earmarked reserves | <u>10,000.00</u> |
| Total available funds | <u>26,947.58</u> |

ii) Payment requests

| | |
|---|--------|
| Administration to the council | 498.60 |
| Green Scythe Ltd – Inv 13993 | |
| Grass cutting 13/10/21 | 492.00 |
| Thames Water | |
| Water to the rec changing facility service charge | 48.97 |
| Forest Hill Mother and Toddler Group | |
| First ½ of grant (agreed min.2021/94iii) | 350.00 |
| Received since writing agenda: | |
| Michael's Tree Svs. – Inv | |
| Tree planting on recreation ground | 450.00 |

iii) Sponsor request

| | |
|---|-------|
| Wheatley Park Prizegiving | 50.00 |
| The Council RESOLVED to agree all payments. Duly signed. | |

iv) Final Budget 2022/23

The Council **RESOLVED** to agree the budget. Duly signed.

v) Precept 2022/23

The Council **RESOLVED** to agree the Precept figure of £18,500.

Action: Clerk to complete and submit the Precept request form.

117. CLERK / RFO

i) SODC requires a copy of the declaration and report showing income and expenditure of CIL monies by 31 December 2021.

Action: Clerk to complete and submit the declaration.

118. GOVERNANCE

i) The Clouncil **RESOLVED** to agree the Parish Council meeting dates – previously circulated.

Action: Clerk to book village hall for meetings.

119. BUS SERVICE and TRANSPORT

Cllr Leeding reported that the numbers using the Otmoor Flyer remain steady and passengers enjoy the service. OFOG has enough funds to pay for the service for at least another 6 months.

Cllr Leeding had circulated his report on the last Parish Transport Representatives meeting he attended.

120. VILLAGE and PARISH MATTERS

i) Grass cutting

Cllr Hobbins reported that the grass cutting had finished for this year. The Council have been pleased with the service provided and will request a quote from the company for 2022/23.

Action: Cllr Hobbins to request a quote in the new year.

ii) A safer pace, safer place campaign (since November 2021 min.2021/105)

Cllr Waite Brown applied to OCC for Forest Hill to be included in the campaign. The request has been acknowledged.

Ongoing

Cllr Blyth requested that the Parish Council might consider funding the cost of replacing the hedge that lies along the Cemetery wall. This was cut back by SODC 3 years ago in order for it to re-grow. There does not appear to be any sign of re-growth and is considered an eye-sore.

Action: Clerk to write to SODC to re-open the discussion which ended in June 2020 regarding the crumbling wall and the condition of the hedge.

121. VILLAGE HALL

i) Managing Trustees report

The reserves as at 2 November 2021:

Current Account £3,730.85, Deposit Account £2,887.85, Total £6,618.70.

Since 2 November, the balance on the new windows of £1,049.00 has been paid so the reserves are reduced. Bookings are picking up.

Forest Hill get-together tea in the hall on the 21 November raised £75.00 and proved very successful.

122. RECREATION GROUND

i) Proposed new project and rewilding (since Aug 2021 min 2021/60vi)
200 tree saplings have been planted as part of the rewilding.

Ongoing

ii) Ground repairs to cricket net area

Cllr Hobbins will delay the grass seed planting until the Spring due to the soil conditions in the area.

Ongoing

123. CEMETERY

i) Exclusive Right of Burial and privacy notice documentation –
(since November 2021 min.2021/101iii)

The Clerk requested that this item be deferred until the next meeting to enable Cllr Blomley to participate.

The Council **RESOLVED** to agree.

124. ALLOTMENTS

There was nothing to report.

125. COMMUNITY EMERGENCY RESILIENCE PLAN

Ongoing

126. OALC / NALC

i) OALC November newsletter – previously circulated.

127. INFORMATION and CORRESPONDENCE – all circulated when received.

i) Clerk & Councils Direct – November issue

128. DATE, TIME AND PLACE OF NEXT MEETING

Thursday 13 January 2022 at 7pm in Forest Hill Village Hall

Signed as a true and accurate record

A Waite Brown (Chair)

13 January 2022

min.2022/132