

FOREST HILL WITH SHOTOVER PARISH COUNCIL
MINUTES of the PARISH COUNCIL MEETING
held on Thursday 13 January 2022 at 7.00pm in Forest Hill Village Hall

Present: Cllrs A Waite Brown (Chair), C Blomley, J Hobbins, M Leeding,
C Massey, D Waters
Clerk and RFO H Cross

No. Item

129. APOLOGIES FOR ABSENCE

The Council accepted apologies from Cllr W Blythe and Angela Loach.

130. DECLARATIONS OF INTEREST

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

131. PUBLIC FORUM

There were no members of the public in attendance.

132. MINUTES OF LAST MEETING OF THE PARISH COUNCIL

held on Thursday 9 December 2021.

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

133. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING

i) Planning applications – min.2021/115i

Clerk submitted all Councillors comments.

ii) Precept 22/23 – min.2021/116v

Clerk submitted the request to SODC before the deadline. Receipt was acknowledged.

ii) CIL declaration – min.2021/117i

Clerk submitted the SODC end of year declaration and report before the deadline. Receipt was acknowledged.

iii) Parish Council meeting dates 2022 – min.2021/118

Clerk has booked the village hall for all meeting dates.

134. OCC and SODC MATTERS

No reports were received.

135. PLANNING

The Council considered the following notifications from South Oxfordshire District Council – all previously circulated.

i) Planning applications

P21/S5096/HH – Elms View, Stanton Rd., Forest Hill OX331DT

Replacement of one dormer with a flat roof dormer and addition of a second flat roofed dormer to the roof. Internal remodelling to create a fourth bedroom. On the ground floor create a small garden room that is Substantially glazed.

The Council **RESOLVED** to agree to respond requesting that when considering planning permission the Planning Officer take into account the comments which the neighbour to the property had submitted.

P21/S5144/FUL – Hazels, Old Rd., Shotover Hill, OX3 8TA

(Proposed infill dwelling (4-bed) and associated works and operations)

Variations of conditions 2 (Approved plans), 3 (Levels), 4(Landscaping scheme), 5(Surface water drainage works), 6(Foul drainage works) & 7(Contaminated Land (preliminary risk assessment) in application

P20/S2047/FUL - Variation to proposed design and inclusion of single storey garage.

The Council **RESOLVED** to agree to object as it had previously done to the original 1st planning application P19/S4041/FUL in December 2019 min.2019/121a.

P21/S5211/HH – Glenavon, Wheatley Rd., Forest Hill, OX33 1EW
Erection of a detached garage.

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

P21/S5236/FUL – Mulberry House, The Ridings, Shotover Hill, OX3 8TB
Demolition of existing single storey side extension, construction of a two storey side extension and the sub-division of existing property to form additional dwelling and associated infrastructure.

The Council **RESOLVED** to agree to respond with its concerns about the continued developments on green belt and would like assurances that the current green belt restrictions are taken into account when considering this application.

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

ii) Decisions

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

136. FINANCE

i) Balances at bank – as at December 2021

(latest bank statements not received at time of writing agenda)

Business Reserve Account	29,244.20
Current Account	<u>28,869.31</u>
	58,113.51
Less: Unpresented cheques	<u>0</u>
	58,113.51
(This includes a current remaining CIL balance of	<u>20,465.44</u>)
	37,648.07
Less: Earmarked reserves	<u>10,000.00</u>
Total available Parish Council funds	<u>£27,648.07</u>

ii) Payment requests

Administration to the council	486.20
Tactical Facilities Management Ltd – InvSI-26	
Dog waste services Oct and Nov 2021	141.77
And InvSI-36	51.55
St Nicholas PCC Forest Hill with Shotover	
Donation in memory of the late Gordon Shepherd	50.00
(agreed at meeting on 23 Sept 2021)	
Forest Hill Village Hall	
Grant towards recent works done	979.00
(agreed min.2021/79ii – to be taken from CIL)	

The Council **RESOLVED** to agree all payments. Duly signed.

iii) Donation request

OSAV Citizens Advice

The Council **RESOLVED** to agree to donate £500 under S137.

137. CLERK / RFO – To receive a report.

Nothing to report.

138. GOVERNANCE – To receive any matters for consideration.

No matters.

139. BUS SERVICE and TRANSPORT

Cllr Leeding reported that the Comet bus continues to be well supported.

140. VILLAGE and PARISH MATTERS

i) **A safer pace, safer place campaign** (since November 2021 min.2021/105) - update. No further correspondence has been received.

Ongoing

- ii) Old Cemetery hedge** (since December 2021 min.2021/120)
The Clerk has corresponded with SODC who will re-assess the condition of the hedge. The Council discussed removing the hedge completely, leaving the wall as a feature.
Action: Clerk to contact SODC to ask for their advice.
- iii) Dog bins**
All is going well with the new service provider so far. A quote has been given by TFLM to replace two of the rotting dog bin posts of £192.00 incl. VAT.
The Council **RESOLVED** to agree the quote.
Action: Clerk to ask TFM to go ahead.
- iv) Queen's Platinum Jubilee celebrations**
The Council would like to support celebrations in the village and suggested that there could be an organising group of volunteers formed who would help with ideas.
The Church and other groups will be asked if they are organising any events.
Action: Clerk to write an entry for the newsletter and to contact the Church and other groups.
- v) Operation London Bridge**
Cllr Waite Brown will attend a Zoom presentation to be given by OCC and report back to the Council.
Action: Cllr Waite Brown
- 141. VILLAGE HALL**
i) Managing Trustees report
The reserves as at 3 January 2022
Current Account £3,139.67, Deposit Account £2,887.89, Total £6,027.56
Finances are slowly improving, the Hall is used a lot by Asian dance groups.
Fortunately a rise in (estimated) water costs last year has been reduced for this year. A meter reading will be requested.
- 142. RECREATION GROUND**
i) Proposed new project and rewilding (since Aug 2021 min 2021/60vi)
update.
The Council are to consider installing a fence around the newly planted trees to protect them from deer.
Action: Cllr Waite Brown to obtain quotes.
- ii) Cricket net**
Cllr Hobbins is concerned that the area is becoming unuseable due to it being over used. It was suggested that other clubs who use the nets should be asked to contribute towards the repairs.
Action: Cllr Hobbins will obtain quotes for re-surfacing and contact other users.
- 143. CEMETERY**
i) Exclusive Right of Burial and Privacy Notice – min.2021/101iii
The Council **RESOLVED** to agree to a letter confirming ERB.
- 144. ALLOTMENTS**
The fence facing the village hall needs some repairs. Bruce Davies will arrange the repair.
- 145. COMMUNITY EMERGENCY RESILIENCE PLAN**
Ongoing
- 146. OALC / NALC**
i) OALC December newsletter – previously circulated.
- 147. INFORMATION and CORRESPONDENCE** – all circulated when received.
i) Email correspondence from resident regarding parked cars blocking the access to Polecat Lane;
The Parish Council has no authority to get involved with this matter, it would strictly be a private matter for Thames Water.
Action: Clerk to respond to resident.

ii) Email correspondence from resident suggesting a village thermal imaging camera;

The Council would be unable to fund a camera with CIL money as it would not be considered to be infrastructure.

If a village group were organised to purchase a camera and organise the administration, maintenance and storage that would be involved the Council would consider co-funding the project.

Action: Clerk to respond to resident.

iii) The Parish Council has received the notice of retirement of the Clerk.

Action: Clerk to arrange a recruitment pack. Initial ads will be put into local newsletters and social media groups.

148. DATE, TIME AND PLACE OF NEXT MEETING

Thursday 3 March 2022 at 7pm in Forest Hill Village Hall.

The meeting closed at 8.10pm

Signed as a true and accurate record

Andrew Waite Brown

3 March 2022

min.2022/152