

FOREST HILL WITH SHOTOVER PARISH COUNCIL
UNAUTHORISED MINUTES of the PARISH COUNCIL MEETING
Held on Thursday 20th April 2023 at 7.00pm in Forest Hill Village Hall

Present: Cllrs A Waite Brown, C Massey, J Hobbins, M Leeding, W Blyth,
G Blomley
Clerk and RFO Sue Cox

Members of the public: 9

No. Item

158. APOLOGIES FOR ABSENCE – received from Cllr D Waters

159. DECLARATIONS OF INTEREST – Cllr Leeding declared an interest in the Village Hall, OFOG, The Holford Trust, Gardening Club and as a resident of Mickle Way.

160. PUBLIC FORUM – Mickle Way and football – the children play football in the square. SOHA have written a letter to a resident and a reminder to all residents' letter. The Police have previously sent a letter to a resident about Anti-Social Behaviour and how to report it. Resident's concerns were that it is dangerous for the children with footballs and children have been into gardens collecting the balls. There is concern over hitting a child and damage to vehicles. A SOHA letter dated 30th March 2023 has been sent to residents. Cllr Leeding had not received a letter but has had a ball in the garden. The turning circle is part of the public highway. Football can be played in the Rec, but children cannot be made to go there. There is a safety issue for the children, but the PC has no authority to do anything about it. Options are to write to SOHA on behalf of the residents and ask them to take the matter seriously as it is Anti-Social behaviour. Write to the police and ask them to visit the houses. As a PC we have no authority to do anything. The PC could put something in the newsletter to remind residents about ball games. The PC does not want to inflame the situation and will do what they can. **Action:** Cllr Bearder to write to SOHA. We could ask Highways about playing football and scooters on the turning circle but there are no laws stopping these activities on the Highway. The safety of the children is the main concern. Roads and Potholes – there is no money to repair Church Hill. Milton Crescent and Powell Close have been resurfaced. **Action:** AWB to put a cone in the pothole. The flooded road has had work done on it, but the soakaway has been invaded by tree roots. It was cleared two years ago but the whole area needs doing again, and Church Hill. The stream needs to be culverted. Corner House – overhanging branches. Churchyard – overhanging branches from Shotover Estate. **Action:** PC to ask DW to have a look. The PC are not planning any events for the Coronation. The public forum closed at 20:05 and Cllr Bearder left the meeting.

161. MINUTES OF LAST MEETING OF THE PARISH COUNCIL held on Thursday 16th March 2023 – agreed and signed as an accurate record.

162. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING –
Chair/Clerk to report on progress of outstanding items that do not require further decision.

- **Closure of NatWest in Headington** – there are papers in the vault. Cllr Leeding will take in or out, papers from the Bank with a letter of authorisation from the PC.
- **Telephone banking** – no progress.
- **Payroll and Pension Service for Clerk** – being finalised.
- **Clerk's pay and expenses** – pay increase backdated to 1.4.22 has been included.
- **Old Cemetery hedge and wall** – Clerk to contact SODC
- **Stile on Footpath No 1 - from Main Street across Gerald Williams' field and down the bank into Shotover land** – ongoing.
- **Speed Awareness Wheelie Bin Stickers 20 mph** - Clerk to order 100 stickers
- **CIL (Community Infrastructure Levy)** – ongoing
- **Church Hill** –due to be resurfaced in 2024/25. Public asked to keep reporting the problems on Fix My Street

163. OCC and SODC MATTERS – Cllr Bearder updated the PC in the public forum session.

164. PLANNING

Applications:

P23/S1098/HH

46 Turner View, Barton, OX3 8GG

Erection of a single storey outbuilding to be used as office/hobby space.

PC agreed to Support the application with No Objections

Decisions:

P23/S0659/LB

Merry Cottage, Main Street, Forest Hill, OX33 1DY

Infill a non-structural opening formed in 2005, in materials to match to restore the building into two separate dwellings.

Listed Building Consent granted on 27th March 2023

P23/S0657/FUL

Merry Cottage, Main Street, Forest Hill, OX33 1DY

Proposed infilling of ground floor doorway opening, and to revert to two separate dwellings.

Planning Permission granted on 27th March 2023

P23/S0160/S73

Bayswater Farm, Bayswater Farm Road, near Barton, OX3 8BY

Variation of Condition 2 (approved plans) following planning permission P22/S0519/FUL for internal alterations comprising the insertion of a wall at the end of each of the bedrooms to create a small self-contained study.

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erection of two apartments accessed from Bayswater Farm Road

Planning Permission granted on 13th March 2023

P22/S4605/LDP

The Oaks, Old Road, Shotover, OX3 8TA

Garden store.

The proposal is not lawful and therefore the certificate of lawful development is refused.

165. FINANCE:

a) Balances at bank – as of 1st March 2023 - statement for April not received at the time of writing the agenda. **Action:** AWB to contact the Bank on 21st April 2023 to reinstate monthly statements for the Clerk.

Business Reserve Account	£29,348.87
Current Account	<u>£28,690.91</u>
Sub Total	£58,039.78
Less: Unpresented cheques	<u>£4495.20</u>
Sub Total	£53,544.58
Less: CIL balance	£22,583.77
Less: Earmarked reserves	<u>£10,000.00</u>
Total available funds	£20,960.81
Receipt included in above figure	
Business account interest	£20.25

b) Payment requests

TFM dog bins - March	£51.55
Otmoor Flyer Organising Group grant	£750.00
FH Baby and Toddler Group grant	£600.00
OPFA Membership 2023/24	£45.00
Smart wheelie 20 mph stickers	£95.00
Lincoln College – annual rent	£125.00
New College – annual rent	£350.00

Admin to the Parish Council - Clerk	£1983.05
HMRC – PAYE – Months 8-12	£495.60

c) Remittance Advice:

1 st Half Precept 2023/24	£9,250.00
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166. CLERK / RFO:

a) Solar speed limiter – a quote has been received for £3,500 for a new device. The old sign has been changed to 20 mph. The battery lasts for two weeks. The old sign monitors the traffic, but the new sign would not. AWB changes the batteries every six weeks. We need to get a traffic survey done for the choke point on the Wheatley Road to record the speed and number of cars. Highways -? proceed with traffic survey by the Rec. Park the solar meter project for another day.

b) Oxon SA – Clerk to submit

c) The Pensions Regulator – Clerk to submit

d) Arvato and Thames Water – no further contact

167. SECTION 137 EXPENDITURE: £750 grant to OFOG towards running the community bus.

168. BUS SERVICE and TRANSPORT:

a) Comet Service – a report was given at the Annual Parish Meeting.

169. VILLAGE and PARISH MATTERS – To receive any updates and matters for consideration.

a) To receive Grass Cutting Quotes for 2023 from Cllr Hobbins:
Quote received for £451 for the village and £90 for the Rec per visit. The quote was £480 and £83 last year for an annual price. All approved and the Rec to be cut as soon as possible. **Action:** Cllr Hobbins to confirm.

b) Forest Hill planters – PC to look at as part of the choke point project.

c) Fix My Street – residents are asked to report any issues to Fix My Street via the website [FixMyStreet \(oxfordshire.gov.uk\)](https://www.oxfordshire.gov.uk/fixmystreet)

170. VILLAGE HALL – To receive a report and updates

a. Village Hall trustees and Parish Council:

b. Managing Trustees report – April 2023

Current account balance £5,141.64

Deposit account balance £2,895.93

Total Reserves £8,037.57

171. RECREATION GROUND:

a) Rec clear-up: the PC to undertake a spring clean at some point. The old benches are fixed to the ground but should be easy to remove and dispose of.

b) Purchase of new picnic benches - Action: AWB to order three new benches.

c) Changing facilities: ongoing and JH has spoken to the Chair of SSJ Cricket Club, and they are quite interested.

d) PC to draft an article for the Four Parishes News Magazine asking for ideas for the Rec. Football Group – can the PC do anything to get this off the ground? It requires people to step up and offer to help. How do we encourage adults and children to get involved. Do we need a kick wall?

172. CEMETERY:

- Request from Jennifer Kent to inter her brother's ashes in the cemetery and to erect a suitable headstone later – interment to take place on 20th May 2023.
- Joe Smith – Cemetery Tree – fallen branches – PC agreed for JS to go ahead and clear the fallen branches in the Cemetery.

173. ALLOTMENTS – Allotment fees for 2023 have all been paid.

174. COMMUNITY EMERGENCY RESILIENCE PLAN – All Cllrs to sign the consent form. **Action:** CM to take a form to DW to sign for the next meeting.

175. OALC / NALC – OALC AGM to be held at Beckley Village Hall in July.

176. LAND NORTH OF BAYSWATER BROOK: currently going through the planning process.

177. INFORMATION and CORRESPONDENCE:

- **Forest Hill Baby and Toddler Group** – £600 grant awarded and cheque to be sent to the Baby and Toddler Group.
- **No 8 Mickle Way** – AWB to have a look again at the two houses. The

PC has received a response from SOHA. Action: keep monitoring the situation.

- **Elections on Thursday 4th May 2023:** WB to be co-opted back on to the Parish Council after the elections. Five Cllrs have been duly re-elected uncontested. Photo ID is required to vote in person.
- **Distribution S-14(2) NOTICE - Temporary Road Closure and “No Waiting” restriction at T11863 Forest Hill with Shotover, A40 Layby E-B V2 (near Forest Hill) from 26/06/2023 to and include 29/06/2023 (full closure 24hrs each day)**
Anti-social behaviour has increased at the A40 layby recently.

178. DATE, TIME, AND PLACE OF NEXT MEETING:

Thursday 18th May 2023 at 7.00 pm in the Village Hall at Forest Hill

- **Agendas and Minutes** are available on the notice boards and website: Forest Hill with Shotover Parish Council | Home (parish-council.com)
- Meeting closed at 20:44

Signed as a true and accurate record of the meeting:

Chair:

Date: