

**FOREST HILL WITH SHOTOVER PARISH COUNCIL
PARISH COUNCIL MEETING AGENDA**

Councillors are hereby summoned to attend a meeting to be held on **Thursday 14th September 2023 at 7.00pm in Forest Hill Village Hall**

Members of the public and press are welcome to attend. Members of the public may make representations to the council under item 175, according to the Council's Standing Orders.

Signed:

Sue Cox, Clerk/RFO to the Parish Council

No. Item

- 66. APOLOGIES FOR ABSENCE** – To receive and accept.
- 67. DECLARATIONS OF INTEREST** – To receive requests for declarations of interests from Councillors relating to items on the agenda.
- reminder to Cllrs to complete their Register of Interests form and return to Democratic Services asap.
- 68. CO-OPTION OF A COUNCILLOR TO THE PARISH COUNCIL**
Forms to be completed and signed by candidate:
- Application for Co-option onto Parish Council
 - Declaration of Acceptance of Office
 - SODC Register of Members' Interests
- 69. PUBLIC FORUM** – To facilitate public participation.
Members of the public are welcome to raise matters of concern or ask questions of the council.
- 70. MINUTES OF LAST MEETING OF THE PARISH COUNCIL** held on Thursday 3rd August 2023 – previously circulated – to confirm.
- 71. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING** – Chairman/Clerk to report on progress of outstanding items that do not require further decision.
- Online banking and updating Bank Mandate to add more signatories
 - SODC and Old Cemetery hedge and wall - meeting with Parks tbc
 - Church Hill potholes
 - No 6, 8 and 10 Mickle Way – garden fences
 - Stiles and Footpaths – handrail for stile on footpath 1
- 72. OCC and SODC MATTERS** – To receive reports from the County and District Councillor Tim Bearder

73. **PLANNING** – To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated.

Applications:

P23/S2833/FUL

Field - part of the Shotover Estate Land, 1 Shotover Estate, Wheatley, OX33 1QN

Provision of a temporary Works /CDM compound to support essential upgrades to the electrical infrastructure of overhead lines and underground cables managed and owned by SSEN in the Wheatley area.

P23/S2747/S73

Monks Farm House & Monks Farm Cottage, Shotover Hill, OX3 8TD

Variation of condition 11 (Landscaping Scheme) on application reference number P19/S1295/FUL (Phased) Demolition of two existing dwellings and outbuildings and erection of two replacement dwellings with gardens and new outbuilding and associated works. Continued use of existing buildings within walled area for storage of grounds maintenance equipment and sundries and its maintenance) - to allow provision of the landscaping for the first new house to be undertaken and allow occupancy of the first new dwelling.

Planning Amendment Consultation - P22/S4618/O - BEC

An amendment relating to application number P22/S4618/O has been deposited with the District Council as Local Planning Authority.

Decisions:

P23/S2296/LDP

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

Install solar panels onto the existing main roof of the property.
Certificate of Lawful Use or Development

P23/S2121/PDS

Oak Apples, Old Road, Shotover Hill, OX3 8TA

Enlargement of a dwellinghouse by the construction of 1 additional storey with new windows matching existing ground floor windows positions. Proposed new roof with same roof pitch as existing roof.
Prior Approval Agreed

P23/S2038/HH

Manor Farm, Main Street, Forest Hill, OX33 1EB

Erection of oak-framed garage.
Refusal of Planning Permission

P23/S2164/HH**Manor Farm, Main Street, Forest Hill, OX33 1EB**

Erection of oak framed garden room to rear of existing dwelling.

Planning Permission granted**P23/S2040/HH****Far Outlook, Old Road, Shotover Hill, OX3 8TA**

Rear single storey extension, extension to existing two storey stair tower.

Removal of existing bay windows to rear and construction of two new bays. Front single storey extension to utility room.

Planning Permission granted**74. FINANCE – To receive, approve, consider, and review the following:****a) Balances at bank – as of 30th August 2023**

Business Reserve Account	£29,486.22
Current Account	<u>£21,733.15</u>
Sub Total	£51,219.37

Less: Unpresented cheques	£5,964.04
Plus: 2 nd Half Precept 2023/24 on 6/9/23	<u>£9,250.00</u>
Sub Total	£54,505.33

Less: CIL balance	£22,583.77
Less: Earmarked reserves	£10,000.00
Less: Earmarked reserves traffic calming	<u>£30,000.00</u>

Total available funds	-£8,078.44
-----------------------	-------------------

Receipt included in above figure	
Business account interest	£33.12

b) Payment requests

Admin to the Parish Council - August	£424.40
HMRC – PAYE Qtr. 2 to 5 th August	£134.54
HMRC Qtr. 2 to 5 th October	£240.94
A Waite Brown – Earth Anchor reimbursement	£191.94
S Petrus – installing picnic tables	£250.00
The Play Inspection Company – annual inspect	£87.54
Tactical Facilities Management Ltd - July	£77.33
Tactical Facilities Management Ltd - August	£51.55
Moore – 1 st reminder letter for AGAR 2022/23	£48.00
Moore – 2 nd reminder letter for AGAR 2022/23	£48.00
Green Scythe Ltd - July	£732.00
Reids Playground Maintenance Ltd - repairs	£3,678.00

- 75. CLERK / RFO:**
 - 20-mph wheelie bin stickers available to collect at the meetings
 - 2022/23 AGAR and Internal Audit
- 76. SECTION 137 EXPENDITURE:**
- 77. BUS SERVICE and TRANSPORT:**
- Report from the PTR
 - OCC Community Transport Grants – extended to 13th October 2023
 - OCC Proposals for improved rural transport: briefing document
- 78. VILLAGE and PARISH MATTERS:**
- Parking outside 2 Mickle Way blocking vision and nowhere for vehicles to pull in from oncoming traffic
 - Concerns over planned housing developments and traffic impact – email from two residents of Forest Hill
 - Request for a sign to the Church from the Churchwarden
- 79. VILLAGE HALL – To receive a report and updates**
- a. Managing Trustees report – August 2023**
- | | |
|-------------------------|------|
| Current account balance | £tbc |
| Deposit account balance | £tbc |
| Total Reserves | £tbc |
- 80. RECREATION GROUND:**
- a) Installation of new picnic benches – update
 - b) Changing facilities – update
 - c) Playground Inspection report and actions
- 81. CEMETERY:**
- Request for a kerb set following a burial in an existing plot
- 82. ALLOTMENTS:**
- 83. OALC / NALC** - all updates previously circulated.
- 84. LAND NORTH OF BAYSWATER BROOK:**
- 85. INFORMATION and CORRESPONDENCE** – all circulated when received.
- Chapman Worth Accountants - Tax Enquiry - Fee Protection Service
 - OCC Winter Preparedness – Salt Bags and Salt Bins
 - The Maple Tree – Autumn Programme

- Please can you nominate The Maple Tree for a Movement for Good £1k award?
- Final reminder: Closing date for Expressions of Interest for EV Microhubs Scheme is 15 September 2023
- Revolutionise Your Parish with Six Circles Community Software
- Police and Crime Commissioner - One week left to apply to Community Fund
- OCC Tree Service - Community Planting Project Submissions
- Gresswell Environment Trust – Response to planning application amendments for LnBB
- Temporary Road Closure and No Waiting Restriction at - Stanton St John & Forest Hill, B4027 Wheatley Rd (Site-34). A temporary Notice is being made to implement the temporary closure and will operate **from 22/10/2023 to 27/10/2023 (each night from 20:00hrs to 06:00hrs).**
- Landscape evidence study now open for comments until 29th September

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

Meeting of the Parish Council on **Thursday 19th October 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 \(parish-council.com\)](http://parish-council.com)