

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

Councillors are hereby summoned to attend a meeting to be held on **Thursday 25th April 2024 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

- 5. APOLOGIES FOR ABSENCE** – To receive and accept.
- 6. DECLARATIONS OF INTEREST**
- To receive requests for declarations of interests from Councillors relating to items on the agenda.
- 7. PUBLIC FORUM** – To facilitate public participation.
Members of the public are welcome to raise matters of concern or ask questions of the council.
- 8. MINUTES OF LAST MEETING OF THE PARISH COUNCIL** held on Thursday 29th February and Thursday 21st March 2024 – previously circulated – to confirm.
- 9. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING** – Chairman/Clerk to report on progress of outstanding items that do not require further decision.
 - Bank Signatories for Unity Trust Bank – JH to be added
 - Clerk's Appraisal – date
 - Damaged solar light on the A40 and Zeta
 - Two solar lights at the bottom of Church Hill and Zeta
 - 20 mph Speed Limit Survey – to start after Easter
 - Clean-up of the Recreation Ground
- 10. OCC and SODC MATTERS** – To receive reports from the County and District Councillor Tim Bearder
- 11. PLANNING** – To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated.

Applications:

Application Reference: P22/S4618/O (Outline)

Application Type (see definition over): Major

Amendment No. 10 - dated 5th April 2024

Address: Land North of Bayswater Brook near Barton

Comments by 12 noon on 10th May 2024

Decisions:

P24/S0133/O

**Land at Bayswater Farm, Bayswater Farm Road, near Barton
OX3 8EB**

Outline planning application (with all matters reserved except for access) for up to 121 dwellings and a care home, including open space and green infrastructure. (As amended by revised archaeological report received 11 March 2024)

Refusal of Outline Planning Permission

P23/S3144/HH

The Sun Trap, Main Street, Forest Hill, OX33 1EG

Demolition of existing outbuildings and proposed construction of two replacement outbuildings (as amended by drawing no PA_002.A and Arboricultural Impact Assessment received on 20/03/24)

Planning Permission granted

12. FINANCE – To receive, approve, consider, and review the following:

a) Balances at bank –

Business Reserve Account - Nat West	£29,768.49	at 31.03.24
Current Account – Nat West	£7397.59	at 31.03.24
Unity Current Account	£10750.57	at 31.03.24
Unity Reserve Account	£0	at 31.01.24

Sub Total **£47,916.65**

Less: Unpresented cheques £1258.97

Plus: unpresented receipts £375.00

Sub Total **£47,032.68**

Less: Earmarked reserves £10,000.00

Less: Earmarked reserves traffic calming **£30,000.00**

Total available funds **£7,032.68**

CIL balance £22,583.77

Receipts included in above figure

Business account interest Nat West £33.08

b) Payment requests – by Online Banking, DD or Cheque

Admin to the Parish Council - April	£464.06
ICO – renewal of Data Protection Fee by DD	£35.00
Tactical Facilities Management Ltd - March	£51.55
Chapman Worth – Payroll to 31.03.24	£138.00

c) Scribe Reports: Bank Reconciliation as at 31/03/24 -
Chair to approve and sign

d) Receipt: 1st Half Precept 2024/25 received 5.04.24 - £9,250
(to be included in April Bank Reconciliation)

e) To consider transferring funds to the Unity Trust Bank accounts.

f) To consider the Budget review for April 2024

g) To confirm the bank signatories for Unity Trust Bank

13. CLERK / RFO:

- Moore - Official notification to submit your authority's return 2023/2024

14. SECTION 137 EXPENDITURE:

15. BUS SERVICE and TRANSPORT:

- Report from the PTR

16. VILLAGE and PARISH MATTERS:

- **Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984. Temporary Road Closure / “No Waiting” / Speed Limit restriction at Cutteslowe, A40 Northern Bypass**
- In the interests of public safety, it will be necessary for Oxfordshire County Council to close the road and impose a ‘No Waiting’ restriction as detailed above to facilitate resurfacing of the carriageway and the subsequent reinstatement of all road markings and lines. A temporary Notice is being made to implement the temporary closure, no waiting and speed limit restriction and will operate from 11 July 2024 up to and including 12 July 2024. This will operate between 20:00 and 06:00
- **Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984. Temporary Road Closure and “No Waiting” restriction at Oxford / Forest Hill, A40 (Eastbound) (Junction with Merewood Avenue/Thornhill P&R to junction with Church Hill)**
- In the interests of public safety, it will be necessary for Oxfordshire County Council to close the road and impose a ‘No Waiting’ restriction as detailed above to facilitate road marking works. A temporary Notice is being made to implement the temporary closure and will operate from 22 May 2024 up to and including 24 May 2024. This will operate

between 19:00 and 06:00.

17. VILLAGE HALL – To receive a report and updates

a. Managing Trustees report – April 2024

Current account balance	£6,041.82
Deposit account balance	£2,924.07
Total Reserves	£8,965.89

We have gone ahead with the first stage of updating the electrics to fit a new board c/w surge protection device, plus additional sockets on the stage. Updating the lights to a more cost-efficient system is on hold for the moment. From 1st May the electricity bill will be significantly reduced as Octopus will replace SSE as our energy supplier.

18. RECREATION GROUND:

- a) Changing facilities – update
- b) Routine Monthly Playground Inspection and any actions
- c) Grounds Maintenance Tender from TFM

19. CEMETERY: to receive a report, updates and matters for consideration

- To discuss changing cemetery rules for headstones to meet new standards
- BRAMM Blue Book 2020 – circulated to Cllrs

20. ALLOTMENTS: to receive a report, updates and matters for consideration

21. OALC / NALC - all updates previously circulated.

22. INFORMATION and CORRESPONDENCE – all circulated when received.

- CPRE Oxon - Rooftop Solar Audits - would your community be interested?
- SODC - Erection of 1 new residential dwelling, now built and occupied and known as: Monks Farmhouse, Shotover, Headington, OXFORD OX3 8TD
- SODC Finance - Community Infrastructure Levy - Payment Notification
- Enrych - Funding to support adults with a physical disability – request for financial support
- SODC - Change of use of stable to provide self-contained 1-bed dwelling to be known as: Oakfield, The Ridings, Headington, OXFORD OX3 8TB

23. Items for next Agenda: all items for the next agenda to be submitted to the Clerk by Thursday 9th May 2024.

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

- Annual Meeting of the Parish Council on **Thursday 23rd May 2024** 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)