

FOREST HILL WITH SHOTOVER PARISH COUNCIL
UNAUTHORISED MINUTES of the Parish Council meeting
held on Wednesday 28th September 2022 at 7.00pm in Forest Hill Village Hall

Present: Cllrs A Waite Brown, G Blomley, C Massey, J Hobbins

Acting Clerk and RFO Claire Waite Brown

Absent: Cllrs M Leeding, W Blyth, D Waters

Members of the public: 1

No. Item

48. APOLOGIES FOR ABSENCE – M Leeding, W Blyth, D Waters

49. DECLARATIONS OF INTEREST – None received

50. PUBLIC FORUM – Nothing raised

51. MINUTES OF LAST MEETING OF THE PARISH COUNCIL

Held on Thursday 4th August 2022. All agreed and duly signed.

52. UPDATE ON PROGRESS FROM MINUTES OF LAST MEETING

a) Rectory Farm water request – a report is to be received from the Village Hall committee

b) Play equipment inspection, ongoing – the clerk received and filed the order acknowledgment from The Play Inspection Company to complete the next inspection in July 2023

c) Defibrillator – now listed on The Circuit, which means it can be found by South Central Ambulance Service on their Save a Life app. Battery has been replaced.

d) Scribe software – Cllr Waite Brown and Acting Clerk have begun setting this up starting with financial year 2022-2023

e) Recreation ground – Cllr Waite Brown has fixed the fencing surrounding the play area

f) Memorial stones for cemetery – the clerk signed and returned the permissions for the two stones.

53. OCC and SODC MATTERS

Cllr Waite Brown reported on a letter sent to Cllr Tim Bearder at OCC regarding the state of the road surface at Church Hill, Forest Hill.

A response was received from the Highways Team reporting that a scheme for highway maintenance in this location is likely to occur on 2024/25 financial year.

Quote

“The scheme is currently within a detailed planning process to ensure the works delivered ensure longevity of the road and also to assess where the scheme sits in the priority programme which we deliver country wide.”

54. PLANNING

a) Burger Shack Thornhill Farmhouse – the Acting Clerk has confirmed that the location is no longer Thornhill Farmhouse, but A40 layby southbound. The council has no objections.

b) Amendements regarding Keepers Cottage FH (grain store and demolition of old house) The Willow House S, Rock Villa FH, Hazels Old Road S, and Shotover House Estate, were discussed and no objections raised.

55. FINANCE

a) Balances at bank – as at 5 August 2022 (latest bank statements not received at time of writing agenda)

Business Reserve Account	£29,254.49
Current Account	£28,912.17
	£58,166.66

Less: Unpresented cheques	£3,649.44
	£54,517.22

Less: CIL balance	£20,465.44
Less: Earmarked reserves	£10,000.00
Total available funds	£24,051.78

Receipt included in above figure

Business account interest	£2.32
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b) Payment requests

Re-imburement of recreationg ground fencing	£71.95
Administration to the council	£683.65
Scribe software	£582.00
Green Scythe	£516.00
TFM dog bins	£77.33
Lincoln College village hall rent	£250.00
All approved	

c) CIL – council to discuss how CIL money should be spent
Traffic calming was discussed. Cllr Waite Brownt to check with SODC regarding the possible future impenetation of a 20MPH speed limit in Forest Hill, and whether that includes plans for other calming implementations.

Discussions around use of CIL money are ongoing

d) Precept – The council has received notification of the payment from SODC of the 2nd half precept of £9,250 that is not yet showing on accounts.

e) Donation for poppy wreath – £40 as agreed in 2018 minute 106c
The council agreed to make a donation to the Royal British Legion but to explore other options for a wreath to lay, that are more sustainable.
Council to ask local florist for an alternative option.

56. CLERK / RFO

Nothing to report

57. GOVERNANCE

All agreed to remove Governance from the Agendas moving forward

58. SECTION 137 EXPENDITURE

a) Request from Clean Slate – documents regarding their work and particular help in this parish were discussed. £150 donation was agreed.

b) Request from Home Start Southern Oxfordshire to support their ongoing work – the clerk has received no reply regarding their work in this parish. All agreed to take no further action unless the council is contacted again

59. BUS SERVICE and TRANSPORT

a) Parish Transport Representatives Group

b) Comet Service

c) Other bus issues

Reports received in writing from Cllr Leeding and read out at the meeting

38. VILLAGE and PARISH MATTERS

a) Grass cutting

Cllr Hobbins continues to communicate with the contractors.

The council agreed to give the contractors a map for next year.

Also consider sending out to tender for next year.

b) Old Cemetery hedge and wall (since Dec 2021 min.2021/120) -
council sourcing quotes for repairing the wall, ongoing.

c) New Parish Clerk/RFO recruitment (since June 2022 min.2022/219)
Ongoing.

d) Parking issues – No further action required

e) Deep cleanse by Biffa

No action taken. It was reported that when Cllr Waite Brown has requested specific areas of work these have not been taken into consideration by Biffa, who tend to instead go where they choose.

61. VILLAGE HALL - Report received

a) Managing Trustees report

Current account balance	£3,948.85
Deposit account balance	£2,888.47
	£6,837.32

62. RECREATION GROUND

a) Ordering new benches – consider deferring until spring. Cllr Waite brown to keep an eye on prices.

b) Reinstatement of ground in front of cricket net – Green Scythe have quoted £289 plus VAT. Agreed to go ahead

c) Changing facilities – Cllr Hobbins introduced the idea of re-siting to Stanton St John cricket ground – the club's current clubhouse is deteriorating.

It was reported that an architect would discuss the idea with Stanton St John parish Council.

Add to the agenda for the next meeting.

63. CEMETERY – Nothing to be considered.

64. ALLOTMENTS – No report received.

65. COMMUNITY EMERGENCY RESILIENCE PLAN –

a) Cllr Massey has sent the final plan to OCC

Cllrs at the meeting signed the GDPR documents. The Clerk will source signatures from the Cllrs not in attendance.

66. OALC / NALC – nothing to discuss

67. LAND NORTH OF BAYSWATER BROOK

a) Traffic meeting - Cllr Waite Brown reported on the meeting regarding traffic held with the developers on 22nd August

68. INFORMATION and CORRESPONDENCE

No comments.

69. DATE, TIME AND PLACE OF NEXT MEETING

10 November, 7pm at Forest Hill Village Hall