

FOREST HILL WITH SHOTOVER PARISH COUNCIL
Unauthorised MINUTES of the PARISH COUNCIL MEETING
held on Thursday 22nd June 2023 at 7.00pm in Forest Hill Village Hall

Present: Cllrs A Waite Brown (Chairman), G Blomley, C Massey, D Waters

Clerk and RFO Sue Cox

Members of the Public: 3

No. Item

25. APOLOGIES FOR ABSENCE – Cllr J Hobbins

26. DECLARATIONS OF INTEREST – None

27. PUBLIC FORUM – Three members of the public observed the meeting.

28. MINUTES OF LAST MEETING OF THE PARISH COUNCIL held on Thursday 18th May 2023 and previously circulated. Agreed as an accurate record of the meeting and signed by the Chairman.

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

- Telephone banking, Bank Statements and updating Bank Mandate - the contact address for the bank statements has been updated. **Action:** Clerk to investigate online banking recommendations with OALC.
- SODC and Old Cemetery hedge and wall - **Action:** Clerk to write to SODC about the wall on the opposite side to Manor Farm. Clerk to write to Lincoln College and ask them to inspect the wall between Manor Farm and the road opposite the cemetery.
- Stiles on Footpaths – 215/33 and 215/76 along path 215/3/10 - defective and reported by a member of the public to Oxfordshire Rights of Way on 12th May 2022. The public are asked to report any defects found, with a photograph, if possible, to Countryside Services as the PC has the same powers as the public to report issues to Countryside Services.
- Church Hill potholes – Clerk has written to Tracy at Highways and received a reply asking for this issue to be raised via Fix My Street so that it is recorded in the correct way. Tracy is aware that works are due at some point for surfacing/patching but is not sure of any timescale yet. Tracy will look at this road when next in the area and raise any defects that meet OCC's intervention levels to be fixed.

- Nos 6, 8 and 10 Mickle Way – garden fences – AWB to look again. Clerk to write to SOHA and thank them for their letter and ask if there is a plan to tidy up the area? The PC would like further information and confirmation of what measurements have been taken. The fences are still up, and the PC will continue to monitor.

30. OCC and SODC MATTERS – To receive reports from the County and District Councillor – No report given due to Cllr Bearder's absence.

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

Applications:

P23/S2038/HH

Manor Farm, Main Street, Forest Hill, OX33 1EB
Erection of oak-framed garage
The PC has No Strong Views on this application

P23/S1764/FUL

Home Farm, Shotover Estate, Wheatley, OX33 1QP
Change of use of part of the central range from general agricultural use to category B8 storage.
The PC agreed to Support this application with No Objections

P23/S1450/FUL

5 Shotover Kilns, Shotover Hill, OX3 8ST
Proposed demolition of existing residential structure and existing garage with canopies. Erection of a new residential two-storey dwelling with associated landscaping.
The PC has No Strong Views on this application

P23/S2040/HH

Far Outlook, Old Road, Shotover Hill
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.
The PC has No Strong Views on this application

Decisions:

P23/S1098/HH

46 Turner View, Barton, OX3 8GG
Erection of a single storey outbuilding to be used as office/hobby space.

(As amended by plan received 23 May 2023).

Planning Permission granted on 31st May 2023

P22/S2670/FUL

Layby A40 (southbound) London Road, Headington, Oxfordshire

Change of use of land for mobile Food Van from 6:30 am - 2:30 pm.

Withdrawn prior to determination on 25th May 2023

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

a) Balances at bank – as of 1st March 2023 – April to June statements not received at the time of writing the agenda.

Business Reserve Account	£29,348.87
Current Account	<u>£28,690.91</u>
Sub Total	£58,039.78

Less: Unpresented cheques	£
Sub Total	£

Less: CIL balance	£22,583.77
Less: Earmarked reserves	<u>£10,000.00</u>
Total available funds	£

Receipt included in above figure	
Business account interest	£

b) Payment requests

Admin to the Parish Council – May	£424.20
HMRC – PAYE Qtr. 1 to 5.07.23	£246.80
Clean Slate - donation	£150.00
Tactical Facilities Management Ltd - May	£51.55
Green Scythe Ltd – April	£624.00
Green Scythe Ltd – May	£732.00
St Nicolas PCC Forest Hill – repair gravestones	£100.00

33. CLERK / RFO:

- Printer – Agreed for Clerk to purchase a printer up to £100 if needed
- 20-mph wheelie bin stickers - available to collect at PC meetings

34. SECTION 137 EXPENDITURE: None.

35. BUS SERVICE and TRANSPORT: The Otmoor Flyer service is still running and can continue to run for a few more months. Future passengers would be helpful. The Government to give more assistance to community transport.

There is a Public Transport Representatives Group meeting taking place on 4th July and there may be more information coming out from this meeting. **Action:** PTR Group to send the emails to the Clerk to be forwarded onto ML. The H5 bus is going round nearly empty all day long and OCC are subsidising that service. Some Ukrainian families use the Horton-cum-Studley bus. ML to continue for as long as he can with the buses.

36. VILLAGE and PARISH MATTERS:

Village Fete on Saturday 8th July 2023 from 1-4 pm

37. VILLAGE HALL – To receive a report and updates

a. Managing Trustees report – June 2023

Current account balance	£5,768.75
Deposit account balance	<u>£2,897.60</u>
Total Reserves	£8,666.35

Finances have been boosted by credit from Castle Water - £300 for inconvenience when the water supply was disrupted, plus £147 for over-estimations. A bill from SSE has not been received since February and could be for a large amount. The kitchen window is being replaced as it does not open properly, and the glass is blown. Also getting advice on repairs to the Hall floor. The Village Fete is on July 8th and this year will make more use of the Hall.

38. RECREATION GROUND:

a) Purchase of new picnic benches – three benches have been ordered and these will need to be built before use in the next 2-3 weeks. AWB and DW to put the benches together. The benches cost £150 each plus £50 delivery. The benches will be fixed to the ground.

b) Changing facilities – no update – JH absent

c) Hire form for parking on the Rec for Village Fete - not required

d) Playground Inspection booked for July – the tidy up has not been done yet but it will be done when the benches have arrived or the last weekend in July. The PC strimmer is at CG's house.

39. CEMETERY:

- Gravestone – Miss Sylvia Stanier. The PC has agreed the rules not to exceed 29 inches in total. The PC to visit the cemetery and gravestone and then respond with a decision.

40. ALLOTMENTS: No matters of concern to report from BD.

41. COMMUNITY EMERGENCY RESILIENCE PLAN: no further action – item closed.

42. **OALC / NALC** - all updates previously circulated. OALC Invitation to AGM Monday 3rd July 7.30pm Beckley Village Hall.

43. **LAND NORTH OF BAYSWATER BROOK:** No updates on the main planning application. Planning application has been submitted to move the Boundary Stones in the field proposed for a new bus route.

44. **INFORMATION and CORRESPONDENCE** – all circulated when received.

- web enquiry from RA - Repair to Stiles 215/33 and 215/76 - reported to OCC in May and are in extremely poor condition. **Action:** Clerk to write to RA and advise that Countryside Services is the best course of action for reporting defective stiles on footpaths.

- Gallager/UK Community Renewals – questionnaire to complete and return – the PC reviewed the renewals form, and this was signed by AWB for the Clerk to return to Gallager.

- OCC – Community Tree Care Volunteers - the PC will water the tree recently planted by OCC.

- web enquiry from MB – are there any plans to install Power Points to charge electric vehicles? There are EV power points on lampposts in London. OCC and Highways would be responsible for EV chargers in Forest Hill. **Action:** Clerk to write to MB to say that the PC will look at other options for EV chargers. PC to monitor and think about it further.

- Temporary Road Closure at – Forest Hill with Shotover, Old Road to operate **for one day on 29/06/2023 (from 09:30hrs to 15:30hrs).**

45. **DATE, TIME, AND PLACE OF NEXT MEETING:**

Meeting of the Parish Council on **Thursday 3rd August 2023 at 7.00 pm** in the Village Hall at Forest Hill - there are two vacancies on the PC, please come along to the meeting if you are interested in becoming a Parish Cllr.

• **AOB – for information only**

- Michael Hawkins – AWB to look to see if the work has been completed.
- Bonfires on Saturday and Sunday in the previous week. There are no bonfire rules, but residents are asked to be mindful of their neighbours.
- Porch – residents can report to SODC planning if an extension has been built too big.
- Footpath on Polecat Lane – the grass is long.
- Heras fencing – DW is not responsible. Contact Shotover Estate.

- **Agendas and Minutes** are available on the notice boards and website:

- Meeting closed at 19:55