

# HPC

## Highmoor Parish Council

Councillors are summoned to attend the meeting of Highmoor Parish Council which will commence at 7.00 pm on Wednesday, 1 September 2021 in the **Rotherfield Greys Village Hall, Greys Green RG9 4QG**. The following business will be transacted

*Note: Public speaking will be for a maximum 15 minute period with each speaker to try and limit their time to no more than 3 minutes when raising issues/ points related to council's work- if a member of the public wishes to raise a specific question (related to the work of the parish council including planning applications to be considered by the Council) please contact the Clerk (see below) 48 hours before the meeting thus giving time for up to date information to be sought. If it is not possible to access required information for the meeting then either a written response will be made at a later date or the question will be included on the next Council agenda.*

**COVID: Whilst Covid restrictions have been lifted the Highmoor Parish Council continues to be mindful of the need to remain cautious and continue sensible measures for the foreseeable future – the venue will receive appropriate measures for disinfecting and ventilation. Whilst legal restrictions have been removed those attending are asked to consider maintaining precautionary measures and wear a mask when entering/ leaving the venue and to maintain social distancing when seated.**

**Key:** HPC - Highmoor Parish Council  
OCC - Oxfordshire County Council  
SODC - South Oxfordshire District Council  
FMS - Fix My Street

1. Apologies for absence
2. To receive declarations of personal and prejudicial interests from councillors
3. To receive and approve minutes of 2 June 2021
4. Oxfordshire County Council:-
  - (a) To receive the monthly report from County Councillor D Bartholomew
  - (b) OCC related highway matters including updates:-
    - ( i ) **9 December 2020** – HPC sent queries to County Councillor S Gawrysiak on his proposal for weight restriction of 7.5 tonnes on HGV's travelling through Henley on Thames plus 5 mile radius attendance – replies awaited
    - ( ii ) To consider progress on Council's complaints on the OCC's Fix My Street website – see attached list (copies available upon request)
    - (iii) To approve cost of speed survey £360 + VAT to be carried out in Highmoor in autumn 2021
    - (iv) To note details received about entering into a voluntary Speedwatch Schedule
    - ( v ) To consider further options relative to reducing speeding traffic through Highmoor including – a "pinch point" installation at both north and south entrances to the village
5. South Oxfordshire District Council
  - (a) To receive monthly report from District councillors J Robb and L Hillier
  - (b) SODC related matters including updates:-
    - ( i ) Enforcement ref: SE21/102 – change of use of land from agricultural to mixed use without planning permission at The Woodman, Highmoor Cross
    - ( ii ) The Lamb at Satwell - residents`ongoing long term protests/concerns re unneighbourly/hazardous behaviour/illegal residential occupation of the property/unpaid use of Council services ie waste collection/has planning permission been granted for erection of high fence and gate adjacent to the highway?

- ( iii) "Little Sparrows", Sonning Common (PP19/S4576/O) –  
Development of community care village for continuing care of up to 133 residential units/ancillary communal and care facilities/landscaping – is there a timetable for submission of a judicial review
- ( iv) \* At its 15 July 2021 Council meeting SODC councillors voted against the officers` recommendation for continuation of the measures introduced during Covid restriction for parish/town councils ie requirement to ask a district councillor to consider taking a parish/town council`s objection to the SODC Planning Committee as opposed to being determined under officer`s delegated powers.  
The decision was effective immediately which means that as from that date any objections from a parish/town council will automatically be referred to the SODC Planning Committee for determination and SODC officers as part of a constitution review were asked to look at ways of improving the planning system for parish/town councils.

The Council will suspend Standing Orders to allow a period of 15 Minutes for Public speaking

#### 6. Highmoor Parish Council

To consider issues relevant to Council`s assets:-

- ( i) Recreation Ground –
    - (a) the lease
    - (b) memorial rowan tree and plaque for 100<sup>th</sup> anniversary of Armistice – to consider possible planting in a small identifiable area on Recreation Ground
  - (iii) The Glebe –
    - (a) meter housing – meeting held with SSE in August 2021/
    - (b) cost of removing branch from oak tree
  - ( iv) Telephone kiosk (sited on The Common and managed by Nettlebed & District Conservators) –
    - (a) costs of decorating/planning application/shelving.
- Other issues – The Common (administered by Nettlebed & District Conservators)
- grasscutting/wild flower area/removal of rubbish

#### 7. Planning matters:-

##### ( i) Planning applications

**P21/S1647/FUL** 2 Stonehouse Cottages, Highmoor Cross RG9 5DU  
2 storey side extension/demolish existing garage and erect a new 2 storey detached house

HPC – Objection to application and subsequent amendments for various reasons including over-development/unneighbourly/insufficient parking space/increasing numbers of vehicles requiring access onto the already over-used B481

HPC Objection as originally stated be retained  
(decision taken under HPC delegated powers policy)

(\*Note: as a result of the SODC's decision being taken with immediate effect it meant that this particular application would not be determined for possibly another 6/8 weeks unless HPC was willing to retract its objection bearing in mind that the officer under delegated powers had determined that the application should receive permission and that the applicant advised that only one resident retained an objection. HPC councillors noted the request as well as recognising the residents' objection but also the objection by the Chiltern's Society which was strongly confirmed via telephone. HPC recognised the delay created by the decision taken by SODC for immediate effect but agreed that the democratic process particularly for an application in the Chiltern's AONB should be followed and advised the SODC accordingly – it is understood from the planning officer that due to holidays it was unlikely that the application would be submitted to SODC Planning Committee until 22 September 2021)

P21/S3031/FUL – Satwell House, Satwell

Demolition of garage/staff accommodation bungalow/tractor shed with construction of replacement garage and staff accommodation with landscaping and associated development

P21/S3338/HH – Autumn House (Section of B481) Bolts Cross to Highmoor Cross, Rotherfield Greys

Extension to rear of dwelling to house leisure area including a sitting room. Gym, covered swimming pool with changing facilities and a plant room plus proposed extension to garage with accommodation above served by dormer window

( ii) Planning SODC and HPC decisions

P21/S2864/HH – 5 Holly Close, Highmoor Cross, Oxon RG9 5DY

HPC - No objection

SODC - planning permission granted

8. Finance:-

(a) To approve expenditure (inc VAT):-

Mrs J E Pickett -	
Salary - July	£ 232.27 (nett)
Tax - "	58.06
Allce - "	20.84
Mrs J E Pickett –	
Salary - August	£ 232:27 (nett)
Tax - "	58:06
Allce - "	20:84
Hire of Rotherfield Greys	
Village Hall (1 September 2021)	18.00

(b) To consider and appoint auditor for 2021/22 Audit

(c) Bank reconciliation as at 31 July 2021 (for information)

(d) Bank mandate – confirmed that signatories and mandate now agreed

(e) To consider CIL contributions for the year 2021/22

9. Information/publications received since 2 June 2021:- (see attached list – copies available upon request)

Mrs J E Pickett  
Clerk to the Council  
01491 577474  
Email: [clerk@highmoorparishcouncil.org.uk](mailto:clerk@highmoorparishcouncil.org.uk)

  
Clerk to the Council

# HPC

## Highmoor Parish Council

### Council Meeting 1 September 2021

Agenda item 4 b (ii)

To consider progress on Council's complaints to OCC website FMS (Fix My Street) ie highway issues submitted to Oxfordshire County Council for action by way of Fix My Street website eg overgrown hedging blocking footpaths/damaged traffic signs/highway signage renewal required. Reports are made via the County Council's Fix My Street (FMS) website

<u>DATE OF REPORT</u>	<u>FMS REF:</u>	<u>DETAILS OF PROBLEM/HAZARD</u>	<u>DATE OF REMEDIAL ACTION</u>
26/11/20	20881382	damaged/poor condition of sole public access footpath (on west side of B481) leading to Fp19 and access to Highmoor Recreation Ground due to lack of gravel and grass uneven surface pedestrian hazard being immediately adjacent to B481 with high traffic volume travelling at speed	
12/03/21	21889941	grass verge encroachment reducing width of highway/ opposite former public house Dog & Duck – (verbal report made at meeting with OCC in March 2020)	
14/03/21	21890064	collapsed surface gully at the side of highway plus encroachment of private grassed area on frontage of former public house The Lamb at Satwell reducing highway width	road repairs June 2021 ?
01/04/21	21891668	damaged/poor condition of grass verges sole public access (on east side of B481) from The Glebe leading to Fp 19 and access to Highmoor Recreation Ground due to lack of gravel and uneven grass surface pedestrian hazard being immediately adjacent to B481 with high traffic volume travelling at speed	
28/04/21	21893402	hazardous grass verge footpath on east side of busy B481 between Highmoor village and new residential development on the site of former Dog & Duck public house and public footpaths in the vicinity	

<u>DATE OF REPORT</u>	<u>FMS REF:</u>	<u>DETAILS OF PROBLEM/HAZARD</u>	<u>DATE OF REMEDIAL ACTION</u>
28/06/21	21899026	heavily overgrown hedging (increasing in size) leading along Stoke Row Road prior to its junction with road to Witheridge Hill as a <u>matter of urgency</u> needs cutting back as hazard for motorists and pedestrians	
11/08/21	2928110	speed 30 mph limit road signage completely obliterated travelling south on B481 prior to corner at entrance to new residential development (former Dog & Duck public house) – location has recorded serious road traffic accidents most recently November 2019 and May and August 2021	
11/08/21	2928138	travelling south on B481 prior to corner at the entrance to new residential development (former Dog & Duck public house) no demarcation of grassed pedestrian verge and highway- hazardous both for traffic and pedestrians – location has recorded serious road traffic accidents most recently in November 2019 and May 2021 and August 2021 (verbal report made at meeting with OCC in March 2020)	

25 August 2021

# HPC

## Highmoor Parish Council

### Council meeting 1 September 2021

Agenda item 9 –

Information received since 2 June 2021:-

- SODC - South News 14 May 2021
- SODC - Litter Bugs Activity Trail half term
- SODC - Great Britain Spring Clean/Volunteer Week 1/7 June 2021
- SODC - Update Climate Action
- CAB - In Touch with You – Spring 2021
- SODC - Councillor Jo Robb appointed Chairman of District Council
- SODC - Helping local businesses re-open
- SODC - Details of Climate Change Forum
- SODC - Litter Bug Trail – August 2021
- SODC - Closure of symptom free sites in Oxfordshire
- SODC - £405K government grant for 3 garden projects
- OCC - FMS – ENQ 21890064 – work to take place on highway 22/25 June 2021
- OCC - Consultation for proposed updates to OCC's local list of information requirements for validation of planning and related applications
- CPRE - Campaign updates June 2021
- SODC - June News
- SODC - Planning application P21/S1647/FUL (amendment) – 2 Stonehouse Cottages, Highmoor Cross RG9 5DU – submission of an arboricultural assessment
- Chilterns Area of Outstanding Natural Beauty – New future
- Wingham Parish Council – Eco green testimony
- SODC Communications - welcome proposals to protect & enhance Chiltern's AONB
- OCC Report - July 2021
- OALC - CILCA for Clerks & training for experienced councillors
- OALC - June update
- NALC - Levelling-up response to NALC by Friday 9 July 2021
- SODC- July Report (any queries please advise)
- Internal Audit - Mr T Light of "Lightatouch" advises resignation as internal auditor
- SODC - planning application P/21/S2864/HH – 5 Holly Close, Highmoor Cross
- OALC - impact of mobile coverage in rural areas
- TVP - speeding car through Highmoor village – speed watch?
- SODC - Letter from Sonning Common Parish Council seeking HPC support by way of letter to ODC requesting judicial review in respect of Inspector's decision to approve Appeal ref: APP/Q3155/W/20/3265861 for 133 continual Care retirement units with ancillary communal care facilities at Sonning Common
- Note: already circulated - Letter of support sent to SODC
- SODC - Communications / views on the above appeal decision with action to be taken plus notification that the former system whereby if parish council planning observation differs from that of the planning officer the application will automatically be referred to the SODC Planning meeting
- OALC - COVID –what to do after 19 July 2021
- OALC - Mapping training 8 December 2021
- SODC - Local Development Order for Milton Park

- SODC - Planning application P21/S1647/FUL – 2 Stonehouse Cottages, Highmoor
- SODC - Planning application P21/S1647/FUL today an email has been received from SODC asking whether ,based on the views of the planning officers (approval) and noting the return of the system providing for submission of applications to SODC planning meetings when parish council's observations differ from those of the planning officer causing possible long delay would HPC wish to withdraw its objections
- SODC - South News
- SODC - Extending support for Chiltern AONB area
- SODC - New starter homes at Great Western Park
- S Ox
- & Vale - Consultation on Oxford/Cambridge Arc end date 12 October 2021
- SODC - Reply to enforcement query Ref SE20/268 – The Lodge
- SODC - Planning officer asking whether HPC withdraw objection to P21/1647/FUL – HPC retains objection application to go to SODC Planning Committee – Cllr Jo Robb is asking whether HPC will send a representative to the meeting?
- HPC - Letter to SODC Ch Ex supporting Sonning Common PC request for judicial review against Planning Inspector's granting appeal for plg app P19/S4576/O – Little Sparrows,development of up to 133 retirement continuing care units outside village area of Sonning Common and in Chilterns AONB
- SODC - Registration letters for elections coming soon
- OCC - is Oakley Wood tip in danger of being closed
- OCC - OCC sign cleaning equipment received
- SODC- dog fouling
- SODC - expansion of activity trails for children
- OCC - electric vehicles event
- OALC - July update
- TVP - Speedwatch information
- SODC - suspension of garden waste collections for at least a month
- SODC - Table tennis in south Oxfordshire (see attached)
- SODC - decision taken to pursue a judicial review in respect of the recent granting of an appeal by a Planning Inspector for proposed residential continuing care dwellings on land at Little Sparrows, Sonning Common (see attached)
- SODC - decision taken to pursue a judicial review in respect of the recent granting of an appeal by a Planning Inspector for proposed residential continuing care dwellings on land at Little Sparrows, Sonning Common – copy letter of support submitted by Chiltern Society
- SODC - Project Gigabit rollout
- SODC -planning application P21/S3031/FUL Satwell House,Satwell
- SODC -check on single occupancy in the District
- SODC - South News – August 2021
- SODC - planning application P21/S3338/HH – Autumn House (Section of B481) Bolts Cross to Highmoor Cross, Rotherfield Greys  
Extension to rear of dwelling to house leisure area including a sitting room.  
Gym, covered swimming pool with changing facilities and a plant room plus proposed extension to garage with accommodation above served by dormer window
- SODC - planning decision P21/S2864/HH – 5 Holly Close, Highmoor Cross, Oxon RG9 5DY
- S Ox - submit sites for new Local Joint Plan 2041 for suitable land and buildings
- & Vale - available for change
- OALC - webinars to learn more about Oxfordshire Plan 2050
- Cllr R - list of Fix My Street complaints
- Stacpoole