

HPC

Highmoor Parish Council

Councillors are summoned to attend the meeting of Highmoor Parish Council which will **commence at 7.00 pm on Wednesday, 07 September 2022 in the Memorial Village Hall, Highmoor RG9 5DX**

(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 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: The Highmoor Parish Council notes the government's lifting of Covid restrictions but continues to be vigilant with regard to the Covid virus and the venue will receive appropriate cleaning measures for disinfecting and ventilation. If those attending the meeting wish to socially distance/wear face masks the Council asks that such individual choices be respected.

Key:	HPC	Highmoor Parish Council
	OCC	Oxfordshire County Council
	SODC	South Oxfordshire District Council
	VWH	Vale of White Horse District Council
	FMS	Fix My Street
	OALC	Oxfordshire Association Local Councils

The following business will be transacted:-

1. To receive apologies for absence
2. To receive declarations of personal and prejudicial interests from councillors
3. To receive and approve minutes of Council meeting held on 06 July 2022
4. Oxfordshire County Council:-
 - (a) To receive the August/September reports from County Councillor D Bartholomew
 - (b) OCC related highway matters including updates:-
 - (i) To receive updates re proposed 20 mph traffic calming scheme
 - (ii) To receive new FMS reports:-
ENQ:3795022 – fading dash markings on B481 nr Hayward House
5. South Oxfordshire District Council
 - (a) To receive the monthly report(s) from District Councillors J Robb and L M Hillier
 - (b) SODC related matters including updates:-
 - (i) Enforcement – awaiting updates:-
 - Ref: SE21/102 The Woodman** - query land use change
 - Ref: 388921 - Hayward House/Brooks Barn**, residential dwellings on site of former public house (The Dog & Duck) Highmoor – query breach of planning by incorrect siting of gated access plus annexation of intended garden area (to the front and side of Hayward House and into the adjacent Paddock plus use of Hayward House as holiday let.
 - Ref: 388927 -The Paddock, Highmoor, Highmoor** adjacent to site of Hayward House and Brooks Barn – very large amount of soil deposited at the top of this site – query possible development
 - Ref: 388937 & SE22/141 - Satwell House, Highmoor** – new building erected and creation of new gated access onto the B481 – new photographs of gate now available

If required the Council will suspend Standing Orders to allow a period of 15 Minutes for public speaking

6. Highmoor Parish Council
- (a) To consider issues relevant to Council's assets:-
- (i) Recreation Ground –
- information from Lunnon family for siting memorial bench
- (ii) The Glebe –
(a) cost of signage/bollards
- (iii) Telephone kiosk
- (b) To consider issues relevant to The Common
(i) response of Commons Conservators re parking/pond clearance
7. Planning
- (a) Planning applications:-
P22/S2879/FUL – Highmoor Farm, Highmoor RG9 5DH
An ancillary dwelling
HPC – observation required
- (a) Planning decisions:-
P22/S2441/HH – Satwell House, Satwell RG9 4RB
Re-cladding of external walls
HPC - no objection
SODC - permission granted
- P22/S2007/HH – Maple Lodge, Highmoor loft conversion to form 2 additional to front bedrooms plus 1 bathroom consisting of a flat roof dormer to rear elevations and 3 roof lights to front elevation
HPC - no objection subject to compliance with HPC's Dark Skies Policy
SODC - permission granted
- P22/S2211/HH – “Bluebells” Rocky Lane RG9 4RD – Two storey and single storey extensions and alterations to existing house and garage/erection of replacement tractor store
HPC - no objection
SODC - permission granted
8. Finance:-
- (a) To approve expenditure (inc VAT where applicable):-
- | | |
|--|--------|
| Mrs J E Pickett – July 2022 | |
| Salary | 232.27 |
| Tax | 58.06 |
| Home office allowance | 20.84 |
| Mrs J E Pickett – August 2022 | |
| Salary | 232.27 |
| Tax | 58.06 |
| Home office allowance | 20.84 |
| S J Cook – grasscutting The Glebe | 400.00 |
| Zurich annual insurance premium | 450.39 |
| Tax | 58.06 |
| Home office allowance | 20.84 |
| CPRE – annual subscription | 36.00 |
| Hire of Memorial Hall 7 September 2022 | 18.00 |
- (b) To consider opting out of external audit
- (c) To consider action on internal audit report 2021/22
- (d) To consider appointment of internal auditor for 2022/23
9. CIL contributions
To consider whether to accept CIL contributions (if available in October 2022)

10. Dignity at Work Policy
To consider support for the production of the above policy for adoption by Council
(based on draft received from OALC)
11. Civility and Respect Pledge
To consider support and adoption of the Civility and Respect Pledge (based on
draft received from the OALC)
12. Information/publications received since 6 July 2022 (see attached list – copy
available upon request)
- 13 **CONFIDENTIAL**
Vacancy – Clerk/RFO

Signed



Date 31 August 2022

Clerk to the Council -
Mrs J E Pickett
Tel: 01491 577474

Email: clerk@highmoorparishcouncil.org.uk

Agenda 7 September 2022

Item 12 - Information/publications received since 6 July 2022

OCC Winter preparedness
SODC FREE Litter Bug Detectives trails
ECO environmental stations
Green
Communities
SODC emergency planning heat alert
SODC/ financial boost to keep residents active
VWH calling for communities to plant trees in record numbers
SODC plans to help sustainable food production and reduction
of food waste
South News – July 2022
SODC/ residents asked to check voter registration details
VWH
SODC questionnaire on settlements in south Oxfordshire and Vale of White Horse
Keep Love Parks week 2022
Britain
Tidy
Jo Robb 5 year housing land supply
OALC Newsletter July 2022
“ Civility & Respect project – next agenda
CPRE 250,000 tonnes vegetables lost to development per annum
South survey – community `unpaid work`
Central
Probation
SODC/ Draft Diversity & Inclusion Plan
VWH
SODC help with energy bills (separate email)
SAAA option to opt out of external audit
CPRE walk around Jericho, Oxford
OALC Dignity at Work policy – agenda 7 September 2022
“ Civility & Respect Pledge – agenda 7 September 2022
SODC WasteTeam tour
SODC/ relocation of offices
VWH
OCC OCC Report September 2022 – agenda 7 September 2022
SODC views on Diversity & Inclusion Plan
OALC newsletter August 2022