

Present:- Councillor Ms E M Mulvaney (Chairman)
Councillor R Stacpoole (Vice Chairman)
Councillor Mrs C Clarke

Oxfordshire County Council - Councillor D Bartholomew (part meeting)

Mrs J E Pickett - Clerk

Key: SODC South Oxfordshire District Council
OCC Oxfordshire County Council
HPC Highmoor Parish Council
FMS Fix My Street
TVP Thames Valley Police
OALC Oxfordshire Association Local Councils
CIL Community Infrastructure Levy

001.23 APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Mrs J Stacpoole, Mrs J Stevens – and District councillor Ms L M Hiller – possible late arrival by District councillor Mrs J Robb due to District Planning meeting this evening

002.23 MEMBERS' DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None received

003.23 MINUTES

RESOLVED that the Minutes of the meeting held on 11 December 2022 be amended under Public Question Time, Chairman's response 4th paragraph by inserting (after the words 'ways of the words "**continuing and enhancing the Council's current communication systems**"... ensuring all local residents

that with the aforementioned amendment the Minutes be adopted

004.23 OXFORDSHIRE COUNTY COUNCIL

(a) OCC General Report January 2023 – the meeting acknowledged receipt of the Report (copy available upon request) and County Councillor D Bartholomew spoke to each item –

Climate lockdown - expressed concerns re traffic proposals due to split Oxford City into 4 sectors – councillors concurred noting possible detriment to not only residents but visitors/increase in journey times contradicting the objective of climate change/loss of tourism income/

Council Budget 2023/24 – small allocation to Highways bearing in mind poor condition of some roads. High costs for Children's Care needs addressing by government to provide better system

New OCC Chief Executive appointed Dr Martin Reeves

Living wall installed in front of County Hall in August 2022 at a cost of £30,000 now to be removed
SEND (Special Educational Needs) – acknowledgement by OCC that some parents and students have experienced difficulties in the delivery of SEND and efforts are being made to improve implementation

- (a) No items specific to Highmoor to report
- (b) Query raised as to distribution of CIL monies received by OCC – Councillor Bartholomew confirmed that all relevant information can be found on OCC website and that expenditure is contained within the specific powers of the County Council – joint projects can also be entered into, by agreement, with District and or Parish/Town Councils
- (c) Awaiting update re possible purchase of SID signage/installation for driver awareness scheme
- (d) FMS Reports – the sudden appearance of a pothole (on the B481 outside Greenman Cottage) has been dealt with and repair complete

005.23 SOUTH OXFORDSHIRE DISTRICT COUNCIL

- (a) Report from SODC councillors already received and circulated – copy available upon request
- (b) Awaiting updates from SODC on enforcement items still being triaged – see below:-
 - Ref: SE21/102 The Woodman** - query land use change (July 2022)
 - 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

No public question time

006.23 HIGHMOOR PARISH COUNCIL

- (a) Council assets
 - (i) Recreation Ground –

The Clerk reported that agreement has been reached between Highmoor Cricket Club and two Clubs (Reading Lions and West Berkshire) for all current grasscutting equipment to be retained by the two latter Clubs. Discussion was held in respect of the complaints received from the residents at the recently built Rosewood House cricket balls landing in their garden – Clerk advised that duty of care etc be advised to Clubs – noting the recent press reports of a similar instance in Dorset the Chairman said she would like to investigate further – no decision taken

- (ii) The Glebe – referring to the recent approach from local resident for the creation of a possible Community Garden the meeting recognised existing suggestions for a wildflower area/memorial section/landscaping around garages – example of community garden at Stoke Row

RESOLVED – that Ms S Craig be invited to attend a meeting with Councillors to discuss ideas she may have

(b) Highmoor related issues

The Common

(i) No progress to date re creation of an embankment to protect the Triangle from cars parking. Future maintenance of wooden posts (installed by HPC) to prevent cars parking) remains unresolved – comments were made as to whether the posts should simply be removed and wait and see if a problem occurs – no decision taken

(ii) Silt traps – on Common land vegetation requires regular maintenance after which OCC will visit twice a year to effect clearance and possible maintenance requirements – noted that the possible future creation of Highmoor volunteer group would be helpful in this instance

007.23 PLANNING

(a) Planning applications

P22/S4127/FUL The Lamb at Satwell - Conversion of public house into residential dwelling

Noting the response from SODC – “ a residential use of the premises would be in breach of Enforcement Notice SE16/078 – which requires the owner to cease the unauthorised residential use of the public house” it was

RESOLVED – that the Council object to the application there being no change in the ongoing residential use of the property

(b)Planning decisions – none received

008.23 HIGHMOOR PUBLIC FOOTPATHS

The Council received notification from the Chiltern’s Society of the appointment of Mr Sean Clarke, as Highmoor Parish Footpath Officer who would report to the Council twice a year (if any issues need to be raised) and in an emergency would notify the Clerk for appropriate action

The appointment was welcomed and a report received from Mr Clarke indicating that two newly created/installed stiles on Fp HM1 (249/1) were in fact too high and did not conform to required standards.

RESOLVED that HPC write to the landowner and request an inspection of the stiles to assess whether a height reduction can be achieved. Reports, if information available twice a year (Spring/Autumn).

009.23 FINANCE

Finance:-

(a) Expenditure – (inc VAT if applicable)

| | | |
|---------------------------|---|----------|
| Mrs J E Pickett | Salary (January) | £ 232.27 |
| “ | Tax | 58.06 |
| “ | Allowance | 20.84 |
| “ | Expenses 22/23 (stationery/postage/ travelling etc) | 96.00 |
| Highmoor Memorial Hall | Hire of Memorial hall (11 January 2023) | 18.00 |
| Microsoft 365 | annual renewal | 59.99 |

RESOLVED that the expenditure as listed be approved

(b) Precept and Budget for 2023/24

RESOLVED that the expenditure under General administration be amended by the addition of an item for software ie Microsoft 365 and Norton security in the sum of £200 both in 2022/23 and 2023/24 figures that the annual Precept for 2023/24 remain at £8885

- (c) Applications for financial assistance from:
Community First Oxfordshire (annual subscription £35)
Sue Ryder Palliative Care (donation)

RESOLVED that no subscription be taken out with Community First Oxfordshire
that Sue Ryder Palliative Care be reminded that a grant has already been made in this financial year and suggest re-apply in financial year commencing 1 April 2023

010.23 DIVERSITY AT WORK POLICY

A draft copy of the newly introduced Diversity at Work Policy was received with a copy of guidance notes for its use

RESOLVED that the Diversity at Work Policy be adopted and note that it be used in conjunction with the guidance notes provided

011.23 INFORMATION/PUBLICATIONS

- SODC - District councillor reports for November/December 2022
- S Craig - Community Garden
- A Yeo - Social Media Strategy course
- SODC - South News – December 2022
- OCC - OCC Cty Councillor D Bartholomew – Highmoor December 2022/ January 2023 reports
- SODC - District Councillors J Robb and L Hillier – reports December 2022 January 2023
- SODC - further emergency weather alert – Level 3
- SODC - illegal taxi hire
- SODC/VWH - revised timetable for Joint Local Plans
- RESOLVED** - that the above documents be NOTED

012.23 CONFIDENTIAL

Vacancy – Clerk to the Council