

# HIGHMOOR ANNUAL PARISH MEETING

## Minutes of the Highmoor Annual Parish Meeting held on 5 April 2023 at Highmoor Memorial Hall

Present	Chairman, Councillor Ms E M Mulvaney (Chairman of Highmoor Parish Council)
	Parish Councillors J Stacpoole, R Stacpoole, C Clarke and J Stevens
	Clerk R Norton
	County Councillor None present
	Members of the public Ms D Warren-Price

The Chairman welcomed those in attendance to the Annual Parish meeting noting, with disappointment, little public present.

1. **Apologies for absence** - Apologies for absence were received from South Oxfordshire District Councillor, Ms J Robb. *and County Councillor David Bartholomew. GM.*
2. **Minutes of the Parish Meeting held 13 April 2022** - The meeting approved the above Minutes which were duly signed by the Chairman.
3. **Highmoor Parish Council - Annual Report 2022/23** - The Chairman of Highmoor Parish Council, Councillor Ms E M Mulvaney noted that all existing councillors are standing again for Highmoor Parish Council, and that we await to In February 2023. Mr Roger Norton (known as Ben) was appointed as our new parish council clerk and we said farewell to Mrs Jean Pickett who had served as clerk since being appointed in December 2019. Electors can contact the clerk on mob: 07801088760 or at [clerk@highmoorparishcouncil.org.uk](mailto:clerk@highmoorparishcouncil.org.uk).

Full details of the clerk and all councillors are available on the Council's website [www.highmoorparishcouncil.org](http://www.highmoorparishcouncil.org).

Electors should be aware that elections will take place this year on 4 May 2023 for both parish and district councillors.

### Meetings

Public meetings are currently held at Highmoor Memorial Hall. Notices and details of Council and Parish meetings are posted on the parish noticeboard (located in the car park of the Memorial Hall) and also on the Council's website [www.highmoorparishcouncil.org](http://www.highmoorparishcouncil.org).

### Accounts, Policies and Audit

The Council has set a realistic Precept for the year 2023/24 of £8885 (unchanged from last year) and will seek to ensure value for money for the parish.

New policies and procedures have been adopted to assist with the Council's administration and these are reviewed on an annual basis.

A successful internal audit was carried out for 2021/2022 and improvements made in systems used.

### Planning

Highmoor Parish Council retains a high level of vigilance when considering new planning applications for the parish and seeks to draw attention to the need for any development which may affect the climate or environment to be aware of its Dark Skies and Friendly Lighting Policy.

Another area of concern is that of planning applications affecting Areas of Outstanding Natural Beauty and rural environments where planning permissions may impact the wider infrastructure

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of the District or County. The Council continues to participate in all relevant planning issues which perhaps may have an impact on the village.

The Council welcomes input from residents on relevant planning applications.

#### Traffic calming measures

The Council continues to seek ways of reducing the increasing levels of traffic speeding through the village as well as protecting and improving the environment and to this end works with the highways authority, Oxfordshire County Council, towards achieving the best possible solutions.

A new driver awareness scheme will be introduced in 2023 which will involve the erection of three metal posts on the B481 and the Stoke Row Road and one Vehicle Activated Sign which will show vehicle travelling speeds. The sign will be displayed on each of the three posts on a rotating basis as required by regulation.

As part of this scheme a new School sign will also be installed to denote the existence of the Nursery school held daily at the Memorial Village Hall.

Following the County Council's decision to support the Implementation of 20 mph traffic schemes in the County, with the support of our County Councillor and local support from electors, the Parish Council has submitted a request for the village to be considered for such a scheme although it is unlikely that this request will be considered until at least 2024.

In due course OCC will ask all residents for their views on any proposal to introduce a 20mph speed limit and will send out consultation documents including a Public Notice, Statement of Reasons, Consultation Plan(s), and a Draft Traffic Regulation Order. The proposed Traffic Regulation Order will be advertised in the Henley Standard newspaper and details will also be available to view on Oxfordshire County Council's consultation portal, and any objections or other representations may be submitted in the usual way.

#### Highway Issues

The Council has successfully used the Fix My Street website for Oxfordshire as well as direct contact with the County Council and assistance from County Councillor D Bartholomew to achieve a quick response to repairs of potholes, renewing road markings and cutting back of hedges in the village.

#### Miscellaneous

The Glebe – tree maintenance continues annually, and future use of the area is under consideration.

Recreation Ground – under the current lease 2 cricket clubs continue to maintain the area and use for fixtures throughout the year.

Website – improvements are being made for this website to facilitate and improve communications with local residents.

#### Future

The Councillors would welcome a closer working relationship with the community to hear electors' comments on all issues relevant to this beautiful rural area giving a better understanding of how its residents see the future of the village and how best to ensure the retention of its character and peaceful environment.

The next year will start with newly elected councillors attending the Annual Council meeting followed by a Council meeting both of which will take place on Wednesday 10th May 2023 to be held in the Memorial Village Hall commencing at 7.00 pm.

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Public attendance is welcome and agendas, as always can be found on the Council's website [www.highmoorparishcouncil.org.uk](http://www.highmoorparishcouncil.org.uk) and the village notice board (Memorial Hall car park, Highmoor)

#### 4. **Highmoor Education Charity**

**Trustees Report for the year ended 31st December 2022** - The charity was established under a Charity Commission scheme dated 22nd January 1982. The capital of the fund arose from a one-third share in the proceeds of the sale of the Church of England school serving the parish of Highmoor at that time.

##### **Objectives**

Under the terms of the trust deed governing the charity the trustees are to apply the net income of the charity:

- a) to promoting in such ways as they think fit the education of persons under the age of 25 who are resident in the parish of Highmoor and who are in need of financial assistance in accordance with the principles and doctrines of the Church of England;
- b) in or towards providing such special benefits of any kind not normally provided by the local education authority for any school in the maintained sector attended by children resident in the parish, provided trustees have regard to the principles of the Church of England; and
- c) for the benefit of any Sunday school in Highmoor.

The income is not to be used for the relief of public funds.

##### **Parochial Restructuring**

On 1st June 2012 a pastoral measure combining the parish of Highmoor with the parish of Nettlebed was approved and the parish church of St Paul was closed. Based on consultation with the Oxford Diocesan Office the trustees are of the opinion that the trust continues in its existing form. Eligible beneficiaries remain the young people resident in the historical Ecclesiastical Parish of Highmoor.

##### **Management**

The charity is managed by trustees. Under the terms of the charity there are three ex-officio trustees and two co-opted trustees. The ex-officio trustees were the officiating minister and churchwardens of St Paul's Church Highmoor. The co-opted trustees are people who through residence, occupation or employment have special knowledge of the Ecclesiastical Parish of Highmoor. The trustees are as stated below.

Throughout the year 2022, unless otherwise stated, the trustees were:

- Mrs Charlotte Earle A'Hern – Churchwarden, an Ex-officio Managing Trustee appointed 8<sup>th</sup> June 2016 and Chairperson appointed 22 May 2018
- Mrs Judith Anne de Vere Stacpoole – Resident of Highmoor – a Co-optative Managing Trustee appointed 2<sup>nd</sup> May 2017
- Ms Elaine Mary Mulvaney – Resident of Highmoor - a Co-optative Managing Trustee and Treasurer appointed 22 May 2018
- Ms Michelle O' Sullivan – Resident of Highmoor - a Co-optative Managing Trustee and Treasurer appointed 26 March 2021
- Mrs Catherine Clarke – Resident of Highmoor - a Co-optative Managing Trustee and Treasurer appointed 26 March 2021

##### **Review of the year to 31 December 2022**

The trustees actively seek opportunities to assist children of the parish within the objects of the charity.

##### **Grants**

Total grants in 2022 amounted to £5000 (compared with £200 in 2021).

##### **Income and dividends**

At the balance sheet date the undistributed accumulated income amounted to £58,030.00 (compared with £64,032.41 as at 31 December 2021 and £57,214.14 as at 31 December

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2020). This variation is due to the ongoing impact of Covid 19 and the war in Ukraine which have each had a negative effect on investment values in 2022, and to the fact that one grant of £5000 was made in 2022 which resulted in payments out being in excess of income by way of dividends for the year and a consequent reduction in the closing bank balance for the year.

The total annual dividends arising out of the charity's investments was £2,931.87 in the year ending 31 December 2022 (compared with £2,835.52 in the year ending 31 December 2021, and £2,738.18 in the year ending 31 December 2020).

The trustees welcome notification of needs within the parish. In the absence of the incumbent these should be addressed to Ms Judith Stacpoole.

5. **Highmoor Memorial Hall** – As Chair of the Charity for the Highmoor Memorial Hall Councillor R Stacpoole gave a verbal appraisal of the Memorial Hall annual report and subsequently submitted a written summary:-

This report covers the period from Sept 2021 to Aug 31<sup>st</sup> 2022.

This year we were still experiencing slight aftereffects of Covid. The Parish Council has been able to resume meetings in the hall, but we have no other occasional users.

We ended the year with a balance of £ 11,954 down from £ 14,814 at the start of the year.

During the year we have had repainting work done on the inside and outside of the hall at a cost of £560. In December old heaters and light fittings were replaced with more efficient versions, at £992. We are of course seeing a large increase in our electricity cost, so we shall be monitoring use carefully.

In the next year we will be looking into the possibility of using some form of solar power, though maybe just for water. We are hoping to install window blinds that would replace the curtains and provide increased security.

Support from the Parish Council is always very welcome and useful.

We continue with a committee of three, which has allowed us to make decisions quickly over times when we can't actually get together.

6. **Items for submitted for discussion** - None
7. **Items for discussion from electors** - Ms D Warren Price offered to erect a movement sensitive light above the defibrillator

(Meeting closed at 7.42pm)

*Ernie Nutway*