

**Present:-**

Councillor E Mulvaney (Chairman) (EM)  
Councillor R Stacpoole (RS)  
Councillor Mrs C Clarke (CC)  
Councillor J Stacpoole (JS)  
Councillor J Stevens (JS)

R Norton - Clerk (RN)

**Key:**

SODC South Oxfordshire District Council  
OCC Oxfordshire County Council  
HPC Highmoor Parish Council  
OALC Oxfordshire Association Local Councils  
CIL Community Infrastructure Levy  
Conservators – Nettlebed Commons Conservators

**026.23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Ms J Robb.

**027.23 MEMBERS' DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS**

None received

**028.23 MINUTES**

**RESOLVED** that the minutes of the last meeting held on 8<sup>th</sup> March were adopted and signed by the Chairman.

**029.23 OXFORDSHIRE COUNTY COUNCIL**

- OCC General Report January 2023 – The report from David Bartholomew was circulated which did not generate any questions. (Copy available on request)
- Traffic Speed Awareness SID posts to be installed – timing to be agreed

**030.23 SOUTH OXFORDSHIRE DISTRICT COUNCIL**

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

**RESOLVED** that RN in future agendas and minutes is to list the dates and each enforcement was originally raised by HPC with SODC, to add details of the enforcement item relating to Swan Wood to the list and chase each enforcement item.

**031.23 HIGHMOOR PARISH COUNCIL**

(a) Council assets

Recreation Ground –

Discussion was held in respect of the complaints received from the residents at the recently built Rosewood House cricket balls landing in their garden. RS has contacted the cricket clubs representative and they agreed speak to the house owner.

Action: Review at next meeting

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

Action: RN to invite Ms S Craig to attend the next meeting with Councillors to discuss ideas she may have.

Common Land Grass Cutting – Suggested that Conservators to pay £180 incurred for grass cutting.

Action: RN to contact Conservator Clerk (Mark Taylor) to find what contractors they use.

De-fibrillator – Mrs Debbie Warren-Price (Highmoor resident and designated guardian of the equipment) will contact Millie’s Dream Charity to ask them to pay for the cost to restore,

Action: DWP to contact Millie’s Dream.

Other Assets – RN EW RS CC walked the assets.

**Highmoor Parish Assets**

Inspected 21 Mar 23 EM,RS,CC,  
RN

**Action Required**

1	<b>Bus Shelter B181 (nr Holly Cross)</b>	Good Condition
2	<b>Gates and Fences (Rec Ground off B481)</b>	Good Condition
3	<b>Recreation Ground (off B481)</b>	Good Condition
4	<b>The Glebe (off B481)</b>	Consider car parking area, and how to develop are
5	<b>Telephone Kiosk (the Triangle, Highmoor Cross)</b>	Deep Clean, Grass cut round base, Replace photos (EM Museum of Rural Life)
6	<b>Dog Bins x 3</b>	Create hardboard signs
7	<b>War Memorial (Village Hall car park)</b>	Minor attention
8	<b>Noticeboard (Village Hall)</b>	Clean and re-oiling in next year
9	<b>Village Entrance gates (from North)</b>	Good Condition
10	<b>Village Entrance gates (from South)</b>	Good Condition
11	<b>Wooden Posts (Highmoor Cross Triangle)</b>	Some will need replacing

**032.23 PLANNING**

Planning applications

P23/S0582/FUL Satwell House

This application is causing a great deal of concern within the community.

It was noted by the Councillors that many complaints had been logged on the SODC website.

Councillor R Stacpoole had prepared and circulated a very thorough response to the application which was discussed and agreed unanimously.

**RESOLVED** that the Council object to the planning application and that all of the points set out in the document prepared by RS be submitted to SODC in writing through the webform on the SODC Planning website no later than 8<sup>th</sup> April 2023.

**033.23 FINANCE**

Finance:-

(a) Expenditure – (inc VAT if applicable)

Mr R Norton	Salary (March)	£ 464.80
“	Tax	92.96
“	Allowance	26.00
OALC	Annual Membership	150.00
	Highmoor Memorial Hall Hire for 5 <sup>th</sup> April 23	18.00
	* Website Training 2 Commune	180.00

Finance was discussed.

RN stated that he wanted to check salary calculations with Jane Olds (internal auditor) as February calculations may have been over-stated. RN to report back next meeting.

**RESOLVED** that expenditure listed be approved and that RN be added as a signatory with Barclays Bank, and Jean Pickett removed as a signatory, as a matter of urgency.

**034.23 Community Levy Infrastructure (CIL) 2023**

The Council agreed for SODC to continue to hold the funds.

Action: RN to inform SODC of the decision taken at the meeting 8<sup>th</sup> March 2023.

**035.23 Litter**

The litter pick was agreed for 16<sup>th</sup> April – dependent on equipment availability.

The meeting concluded at 20:32