

HIGHMOOR PARISH COUNCIL

WEDNESDAY 7 FEBRUARY 2024

Locum Clerk & Responsible Financial Officer

Theresa Goss
3 Tanners Close
Middleton Cheney
Banbury, OX17 2GD

clerk@highmoorparishcouncil.gov.uk
www.highmoorparishcouncil.gov.uk

31 January 2024

Dear Councillors,

A meeting of the Parish Council will be held on **Wednesday 7 February 2024 at 7.00pm** at the Memorial Hall, Highmoor to transact the business set out in the Agenda below and you are summoned to attend.

County Councillor David Bartholomew and District Councillors James Norman and Jo Robb are also invited to attend.

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

1. **Welcome** – The Chairman to welcome members of the public and Councillors to the meeting.
7:00pm – 7:05pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7:05pm – 7:10pm
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
7:10pm – 7:15pm
4. **Minutes** – To consider the minutes of the meetings held on 6 December 2023 and any matters arising from those minutes. **(Attached)**
7:15pm – 7:20pm
5. **Chairman's Announcements**
 - Draft Oxfordshire Councils Charter – To remind Councillors to complete the consultation document.
 - Parish Council Web Site and Email Addresses – The new Parish Council web site and Parish Council email accounts have been activated.**7:20pm – 7:25pm**
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
7:25pm – 7.35pm

7. **Reports from County and District Councillors** - To receive reports from the Highmoor County Councillor and District Councillors.
7:35pm – 7.45pm
8. **Planning**
7:45pm – 7:50pm
 - (i) To note the Parish Council's responses to the following applications: None
 - (ii) To discuss the following planning applications: None
 - (iii) To note the decisions made since the last meeting:
P23/S3793/HH
Rosewood House Highmoor Cross
First floor extension. (As amended by plans received 20 December 2023 reducing size of dormers.)
Permitted

P23/S3923/HH
Autumn House Bolt's Cross
New triple garage to the front of the property with living accommodation in roof space extended from existing garage roof, and new single storey sun room to the rear of the property
Permitted

P23/S3926/HH
Autumn House Bolt's Cross
Single storey outbuilding forward of the main house elevation to house a garden shed and craft workshop. (as amended by plans and supporting arboricultural information received 21 December 2023).
Permitted
9. **Village Matters**
7:50pm – 8:20pm
 - (i) Annual Village Litter Pick – To confirm a date for the village litter pick.
 - (ii) The Glebe and Recreation Ground – To discuss tree works at The Glebe and the Recreation Ground.
 - (iii) Community Garden – To discuss the proposal for a community garden at The Glebe.
10. **Parish Council Matters**
8:20pm – 8:30pm
 - (i) **Vacancy** – To consider any applications for co-option onto the Parish Council.
11. **Finance**
8:30pm – 8:35pm
 - (i) **Accounts for Payment & Income** – To approve the accounts for payment and note the income since the last meeting.
12. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 13 & 14 on the grounds that it could involve the likely disclosure of private and confidential information. **8:35pm**

