

# HIGHMOOR PARISH COUNCIL

WEDNESDAY 3 APRIL 2024

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
**3 Tanners Close**  
**Middleton Cheney**  
**Banbury, OX17 2GD**

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22 March 2024

Dear Councillors,

A meeting of the Parish Council will be held on **Wednesday 3 April 2024 at 8.00pm, or at the conclusion of the Annual Parish Meeting (whichever is the later)** 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.  
**8:00pm – 8:05pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**8:00pm – 8:05pm**
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.**  
**8:00pm – 8:05pm**

4. **Minutes** – To consider the minutes of the meetings held on 11 March 2024 and any matters arising from those minutes. **(Attached)**  
**8:05pm – 8:10pm**
5. **Chairman's Announcements**  
**8:10pm – 8:15pm**
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.  
**(10 minutes maximum/3 minutes per person)**  
**8:15pm – 8.25pm**

7. **Reports from County and District Councillors** - To receive reports from the Highmoor County Councillor and District Councillors.  
**8:25pm – 8.35pm**

8. **Planning**  
**8:35pm – 8:40pm**

- (i) To note the Parish Council is considering the following application:  
P23/S3990/FUL  
Astbury, Satwell Close, Satwell  
Proposed demolition of existing bungalow and erection of a replacement two storey dwelling house with attached double garage. (As amended by plans 2024 03-15 to re-orientate the proposed replacement dwelling).
- (ii) To discuss the following planning applications: None
- (iii) To note the decisions made since the last meeting: None

9. **Village Matters**  
**8:40pm – 8:50pm**

- (i) Community Garden – To receive an update on the proposal for a community garden at The Glebe.
- (ii) Memorial – To receive an update on the Memorial Bench, planters and event to remember Vicky Horgan and Emma Watson.

10. **Parish Council Matters**  
**8:50pm – 9:10pm**

- (i) Artificial Pitch at the Recreation Ground – To discuss a request from the Cricket Club to support an application for grant funding from the ECB for an artificial cricket pitch at the Recreation Ground.
- (ii) General Power of Competence – To pass the following resolution:

**Resolved** that Highmoor Parish Council meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk and has the General Power of Competence.

The General Power of Competence gives councils the power to do anything an individual can do, provided it is not prohibited by other legislation. The criteria states that a Parish Council must have two thirds of its Councillors appointed by an election and a Clerk who has the Certificate in Local Council Administration. (CiLCA). For more information visit:

<https://www.local.gov.uk/sites/default/files/documents/general-power-competence--0ac.pdf>

11. **Finance**  
**9:10pm – 9:20pm**

- (i) Accounts for Payment & Income – To approve the accounts for payment and note the income since the last meeting.
- (ii) Parish Council Bank Account – To discuss closing the Barclays bank account and opening a new account at Unity Trust Bank.

- (iii) Grant Application – To consider an application from Mille’s Dream for grant funding for 2024/2025.
  - (iv) CIL – To discuss the Parish Council’s CIL funds held at South Oxfordshire District Council.
12. **Next Meeting** – Wednesday 8 May 2023 at 7pm at the Memorial Hall, Highmoor.  
**9:20pm**