

HIGHMOOR PARISH COUNCIL

WEDNESDAY 10 JULY 2024

Clerk & Responsible Financial Officer

Theresa Goss

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Middleton Cheney

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3 July 2024

Dear Councillors,

A meeting of the Parish Council will be held on **Wednesday 10 July 2024 at 7.00pm** 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.
7:00pm – 7:05pm
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.

7:05pm – 7:10pm

4. **Minutes** – To consider the minutes of the meeting held on 8 May 2024 and any matters arising from those minutes. **(Attached)**
7:10pm – 7:15pm
5. **Chairman's Announcements**
7:15pm – 7:20pm
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
7:20pm – 7.30pm

7. **Reports from County and District Councillors** - To receive reports from the Highmoor County Councillor and District Councillors.

7:30pm – 7.40pm

8. **Planning**

7:40pm – 7:45pm

- (i) To note the Parish Council's comments on the following application:

P24/S1450/O

The Lamb Satwell

Demolition of part of former pub and erection of a new dwelling and garage

Objection

P24/S1563/OH

Nuffield (NUFF) E2/E3/E4 11kV circuit Nuffield

The replacement of 79 x 11kV wooden electricity poles on the Nuffield (NUFF) E2/E3/E4 11kV circuit

No objections

- (ii) To discuss the following planning applications: None

- (iii) To note the decisions made by South Oxfordshire District Council since the last meeting:

P24/S1045/HH

13 Holly Close Highmoor Cross

Proposed single storey side extension

Granted

P23/S0582/FUL

Satwell House Satwell

Landscaping works including the creation of a new access, the creation of a lake and substantial tree planting (amended plans and additional information received 27 September 2023 and 07 November 2023 and 02 January 2024).

Refused

P10/E0825/NM

Non-material amendment to planning permission P09/E0982 to alter the roofing material of the approved single storey rear extension

7 Highmoor Cross Highmoor

Approved

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).

P24/S1260/HH & P24/S1261/LB

The Woodman Highmoor Cross

Proposed kitchen and utility room extension -variant on permission P22/S1364/HH

Approved

- (iv) Enforcement Matters – To discuss the enforcement matters at Hayward House, Satwell House and Rosewood House/The Wood Cutter.

9. **Village Matters**
7:45pm – 8:00pm

- (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 and planters to be located in The Glebe.
- (iii) Tree Survey – To consider a tree survey at The Glebe. **(Previously circulated)**
- (iv) Footpaths on Holly Close and Witheridge Hill – To receive an update on the meeting with the County Council regarding maintenance works to these footpaths.
- v) Traffic Survey – To consider the results of the traffic survey carried out by Oxfordshire County Council. **(Previously circulated)**
- vi) The Glebe – To discuss grass cutting in The Glebe.
- vii) Asian Hornets – To discuss purchasing traps to capture Asian Hornets.
- viii) Wildflower Planting – To discuss wildflower planting in the village.

10. **Parish Council Matters**
8:00pm – 8:20pm

- (i) Memorial Hall Car Park – To discuss parking in the Memorial Hall car park and the proximity to the War Memorial.
- (ii) Civility and Respect Pledge – To discuss supporting the National Association of Local Council's Civility and Respect Pledge.

11. **Finance**
8:20pm – 8:25pm

- (i) Financial Matters
 - To approve the accounts for payment; and
 - To note the income received since the last meeting, the uncashed receipts & uncashed payments and the bank reconciliation. **(Reports to follow)**

11. **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 item numbered 12 on the grounds that it could involve the likely disclosure of private and confidential information.
8:25pm

12. **Quotes for Tree Work** – To discuss quotes for tree works at the Recreation Ground.
8.25pm – 8.30pm

13. **Next Meetings** – Future meeting dates to be agreed as follows and will commence at 7:00pm at the Memorial Hall, Highmoor.

Wednesday 11 September 2024, Wednesday 13 November 2024
Wednesday 15 January 2025, Wednesday 12 March 2025
Wednesday 14 May 2025 **8:30pm**

