

HIGHMOOR PARISH COUNCIL

WEDNESDAY 15 JANUARY 2025

Clerk & Responsible Financial Officer

Theresa Goss
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Middleton Cheney
Banbury, OX17 2GD

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8 January 2025

Dear Councillors,

A meeting of the Parish Council will be held on **Wednesday 15 January 2025 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 13 November 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/S3797/HH
Cherry Hill House Highmoor Henley-on-Thames
Demolition of existing extension and porch to south elevation and replacement with single storey oak framed Orangery extension
No objections
- P24/S3814/HH
Cherry Hill House Highmoor
Single storey oak framed extension to north elevation
No objections
- (ii) To discuss the following planning application: None
- (iii) To note the decisions made by South Oxfordshire District Council since the last meeting: None
- (iv) Enforcement Matters – To discuss the enforcement matters at Haywood House, Satwell House and Rosewood House/The Wood Cutter.

9. **Village Matters**

7:45pm – 8:05pm

- (i) Noticeboard – To discuss purchasing a new notice board to be located by The Glebe.
- (ii) The Glebe – To discuss maintenance at The Glebe and sowing seeds in March 2025.
- (iii) Highways Engagement Team – To discuss the outcomes following the meeting with the County Council's Highways Engagement Team.
- (iv) Proposed 20mph Speed Restrictions – To receive an update on the proposal for 20mph speed restrictions in the village.
- (v) Village Deep Clean and Litter Pick – To discuss the deep clean being carried out by the District Council and agree a date for the village litter pick.
- (vi) Holly Close Highways Works – To discuss the works to the highway in Holly Close.

10. **Finance**

8:05pm – 8:10pm

- (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. **(To follow)**

(ii) Budget Monitoring – To note the budget monitoring report for 2024/2025.

11. **Correspondence** – Items of correspondence will be circulated to Councillors.

8:10pm

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

Wednesday 12 March 2025

Wednesday 14 May 2025 (Parish Council Meeting and Highmoor Annual Parish Meeting)

8:10pm

(Timings are only an approximate guide. If you are interested in a particular item, please arrive for a 7pm start)