HIGHMOOR PARISH COUNCIL

TUESDAY 17 NOVEMBER 2026

Clerk & Responsible Financial Officer
Theresa Goss **clerk@highmoorparishcouncil.gov.uk**
3 Tanners Close **www.highmoorparishcouncil.gov.uk**
Middleton Cheney **(01295 710965)**
Banbury, OX17 2GD

10 November 2026

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 17 November 2026 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 Ben Higgins 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 22 September 2026 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 County and District Councillors for Highmoor.
7:30pm – 7.40pm

8. **Village Matters**
7:40pm – 7:55pm

i) Fix My Street Report – To note the highways report which had been submitted to the County Council's Fix My Street website.

ii) 20mph Speed Restrictions – To discuss the County Council's review of the 20mph speed restrictions.

iii) Maintenance Works to Trees – To discuss the works required to the trees at The Glebe and the Recreation Ground, following a review by Nigel Payne.

9. **Parish Council Matters**
7:55pm – 8:05pm

i) Applications for Co-option – To consider any applications for co-option onto the Parish Council.

ii) Succession Planning – To discuss succession planning and the Parish Council elections being held in 2027.

10. **Planning**
8:05pm – 8:10pm

i) To note that no objections have been submitted to South Oxfordshire District Council in respect of the following applications:
P26/S4157/HH
Janes, Witheridge Hill, Highmoor
Garage conversion and extension to provide two parking spaces and ancillary residential accommodation, including gym, study, games room and living space (roof amendment to approved application P25/S0572/HH)

P25/S3988/RM
The Lamb, Satwell
Reserved matters application for appearance, layout, scale, landscaping and details of SAP and external lighting following outline planning permission P24/S1450/O (Outline application for demolition of part of former pub and erection of a new dwelling and garage with all matters reserved except for access).

P26/S4756/S73
Belmont Cottage Section Of B481 Through Highmoor Cross, Highmoor Cross
Variation of Condition 2 (Approved Plans), Condition 3 (Materials) and Condition 4 (Glazing Details) in regard to householder application P25/S2071/HH

P26/S4506/HH
St Pauls, Highmoor Cross
Installation of a greenhouse in the existing curtilage of property

ii) To note the planning applications currently being considered by the Parish Council: None

iii) To note the decisions made by South Oxfordshire District Council since the last meeting:
P26/S4229/DIS
Swan Wood, Highmoor, RG9 5DH
Discharge of condition 13(external lighting) on application ref. P24/S4105/FUL
Permitted

11. **Finance 8:10pm – 8:20pm**

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 2026/2027 – To note the budget monitoring report for 2026/2027. **(To follow)**

iii) Annual CIL Report 2025/2026 – To note the CIL Report for 2025/2026. **(To follow)**

iv) Budget & Precept 2027/2028 – To discuss and agree the Budget and Precept for 2027/2028. **(To follow)**

12. **Correspondence** – Items of correspondence will be circulated to Councillors.
8:20pm – 8:25pm

13. **Next Meetings** – Future meeting dates to be agreed as follows and will commence at 7:00pm at the Memorial Hall, Highmoor.
Tuesday 19 January 2027
Tuesday 16 March 2027
Tuesday 18 May 2027 (Annual Parish Meeting at 6.30pm, Parish Council Meeting at 7pm)
Tuesday 13 July 2027
Tuesday 21 September 2027
Tuesday 9 November 2027
8:25pm

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