

HIGHMOOR PARISH COUNCIL

TUESDAY 22 SEPTEMBER 2026

Clerk & Responsible Financial Officer
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15 September 2026

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 22 September 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 15 July 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 Highmoor County Councillor and District Councillors.

7:30pm – 7.40pm

8. **Village Matters**

7:40pm – 7:55pm

- i) Asian Hornets – To discuss the monitoring of Asian Hornets in the village. **(Previously circulated)**
- ii) Maintenance Works – To discuss grass cutting at The Glebe and tree works at the Recreation Ground.

9. **Parish Council Matters**

- i) 20mph Speed Restrictions – To discuss the County Council's review of the 20mph speed restrictions.
- ii) Remembrance Sunday – To discuss the purchase of the poppy wreath and who will be laying it on Remembrance Sunday.
- iii) Succession Planning – To discuss succession planning and the Parish Council elections being held in 2027.

10. **Planning**

7:55pm – 8:05pm

- i) To note that no objections with observations have been submitted to South Oxfordshire District Council in respect of the following applications:

P26/S2625/HH

Buck's Barn Witheridge Hill

New single storey side extension

P26/S3298/HH

Sadlers, Highmoor Cross, Henley-on-Thames

Single storey side extension to existing house. Alterations to fenestrations, new porch, new gate and parking areas

P26/S3746/HH

Astbury, Satwell Close, Rotherfield Greys

Retrospective application for single storey side extension to replace substandard conservatory

- 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: None

11. **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 2026/2027 – To note the budget monitoring report for 2026/2027. **(To follow)**

12. **Correspondence** – Items of correspondence will be circulated to Councillors. **8:10pm – 8:15pm**

13. **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 14, 15 & 16 on the grounds that it could involve the likely disclosure of private and confidential information.
8:15pm
14. **Works at the Recreation Ground** – To consider a quote for works to the hedge at the Recreation Ground. **(Previously circulated)**
8:15pm – 8:20pm
15. **Staffing Matters** – To note that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026/27 to be implemented from 1 April 2026.
8:20pm – 8:25pm
16. **Kissing Gate** – To consider a quote from the Chiltern Society for a new kissing gate at the Recreation Ground. **(To follow)**
8:25pm – 8:30pm
17. **Next Meetings** – Future meeting dates to be agreed as follows and will commence at 7:00pm at the Memorial Hall, Highmoor.
Tuesday 17 November 2026
8:30pm

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