

FOREST HILL WITH SHOTOVER PARISH COUNCIL

A Meeting of the Forest Hill with Shotover Parish Council was held in the Village Hall on Thursday 1 October 2009 at 7.00 pm.

PRESENT:- Miss G Blomley
Mr C Goffey in the Chair
Mrs J Grandi
Mr M Leeding
Mr G Shepherd
Mr A Tolley

APOLOGIES:- Mr A Waite Brown

GUESTS:- 2 Parishioners representing Village Hall Committee

PUBLIC FORUM

- (a) The Village Hall Committee are carrying out an audit of key holders to the village hall and requested the names of Councillors who held keys. This information was given to them at the end of the Meeting.
- (b) Due to a higher demand for bookings of the village hall The Village Hall Committee have asked the Parish Council for provisional dates of future Meetings. It was agreed that the next Meetings will be on Thursday 19 November 2009 and 7 January 2010.

The Clerk will provide a list of Meeting dates for 2010 which will be at six week intervals. Mr Leeding has agreed to pass the above information to the Bookings Secretary.

1. MINUTES - The minutes of the previous meeting held on Thursday 20 August 2009, were circulated and signed as a true record.

2. RECREATION GROUND MATTERS

- (a) The rubbish bin in the recreation ground is not being emptied by South Oxfordshire District Council. The Clerk to inform them accordingly.
- (b) Mr Shepherd reported that a hot air balloon had landed in the recreation ground. As he was the only key holder available at the time he arranged for the recreation ground gate to be opened.

Mr Shepherd will arrange to provide a locking nut on the hinge of the gate to make the gate more secure.

- (c) Mr Grandi has repaired the damaged swing and play area fencing. See accounts for payment.
- (d) The Clerk will write to the Land Agent of New College requesting that the new lease for the recreation ground should be for 30 years from the expiry date of the existing lease.

3. PLANNING MATTERS

Decisions by Planning Authority

- (a) Hill House Old Road Shotover – Replacement garage and garden store, new vehicular access and driveway – Permission granted.
- (b) Ridings End (Shotover Thatch) The Ridings Shotover – Certificate of Lawful Use of Development – granted.
- (c) Sun Trap Church Hill – Demolish existing buildings and construct garage/workshop with first floor living accommodation – Application withdrawn

New Applications

- (d) Forest Sun Wheatley Road – Proposed rear single storey extension including window in east elevation - No Strong Views.
- (e) Quarry Cottage Shotover Hill – Extension to west of existing dwelling to provide one bedroom with ensuite bathroom - No Strong Views.
- (f) Saone Old Road Shotover – Two storey extension to side, single storey extension to rear with two pitched roof dormers – Decision deferred until next Parish Council Meeting.
- (g) Glenwood Wheatley Road – Single storey rear extension and internal alterations - No Strong Views.
- (h) Ridings End The Ridings Shotover – Proposed replacement dwelling (amended design) - No Strong Views.

Other Planning Matters

- (i) Following intervention from the Planning Enforcement Section the alleged breach mobile home at Manor Farm has now been removed and the area has now reverted to agricultural use.
- (j) Mr Goffey reported that the Land Agent of New College is in negotiations with South Oxfordshire District Council regarding the long term future of the Minchin Court Bus Depot site.

4. POLICE MATTERS

- (a) Two vehicle fires were reported at the Meeting. These were in Mickle Way and Main Street.
- (b) Mrs Grandi reported that “Smiley Sid” had operated on two occasions at the Wheatley Road end of the village. This operation has apparently proved most successful.

5. OXFORDSHIRE COUNTY COUNCIL MATTERS

- (a) It was agreed to accept a quotation from Oxfordshire County Council for the provision and installation of a village gateway on the B4027. The Clerk to inform them accordingly.

6. SOUTH OXFORDSHIRE DISTRICT COUNCIL MATTERS

No matters reported

7. SOUTH OXFORDSHIRE HOUSING ASSOCIATION MATTERS

No matters reported

8. OXFORD CITY COUNCIL MATTERS

No matters reported

9. BUS SERVICES

- (a) Mr Leeding has contacted Oxfordshire County Council regarding the position of the new bus stop in Oxford, at the junction of High Street/Turl Street, for the Forest Hill service. Their response is still awaited.

10. OALC MATTERS

- (a) Mr Leeding reported that the Annual General Meeting will be on 23 November 2009. The main subject of discussion will be allotments.

11. VILLAGE HALL

- (a) Mr Leeding on behalf of the Village Hall Committee has obtained a quotation for a structural survey of the village hall. It was agreed that further quotations will be obtained.
- (b) Mr Goffey reported that he has been in contact with Mr Peter Cooper the Land Agent of Lincoln College asking if the unused field at the rear of the village hall could be considered for village allotments.

12. BURIAL GROUND

- (a) Miss Blomley reported that she has received a request for a headstone. This request was approved subject to the agreed size restrictions.

13. PARISH RISK ASSESSMENT

No matters reported

14. FINANCIAL/PARISH COUNCIL MATTERS

- (a) It was agreed to form a sub committee to consider the village emergency plan. This will consist of the Chairman, Vice Chairman and one parishioner.
- (b) The Clerk reported that the external audit for the year ending 31 March 2009 has now been completed. The only item raised was the approval of accounts by Councillors being signed a few days late. The auditor's comments were noted by Councillors.
- (c) Following the impending retirement of Mr Rollinson of BR Consulting it was agreed to appoint Philip Hood of Arrow Accounting to be the internal auditor. The letter of engagement was signed by the Chairman and Responsible Financial Officer.

- (d) The Clerk reported that he has received confirmation from NatWest Bank that the interest for Clerks Gratuity Fund Account will now be paid at tax gross. The bank is currently looking into refunding the tax paid in previous years.

15. INFORMATION EXCHANGE

- (a) A letter has been received from the Chair of the newly formed Garden Club requesting a grant plants and bulbs. The Clerk to inform the club that we are prepared to give a grant up to £150. We request that the club provide the Parish Council with a planting plan.

The Clerk pointed out that there is a large financial benefit by ordering plants through a wholesaler. The Clerk will give details of a company to the club.

16. RECEIPTS AND PAYMENT OF ACCOUNTS

The following accounts were approved and passed for payment.

(a)	Mr Leeding – Photocopying	£10.56
(b)	Playsafety Ltd – ROSPA report 2009	£165.60
(c)	Mr Grandi – Repairs to swing and fencing	£65.00
(d)	Mick’s Garden Services – 2 Grass cuts play area plus additional	£136.00
(e)	Lincoln College – Village Hall ground rent	£50.00
(f)	BDO Stoy Hayward LLP – External audit fee 2008/09	£155.25
(g)	Ms Shepherd – Two cuts to recreation Ground	£120.00
(h)	Mr Preston – Two cuts to cemetery	£60.00
(i)	Mr Preston – Petrol for mower	£21.40
(J)	Mr Leeding – Wasp eradication recreation ground	£103.50
(k)	Mr Washington – Garden work to planters	£70.00

17. DATE OF NEXT MEETINGS – Thursday 19 November 2009 at 7.00 pm
Thursday 7 January 2010 at 7.00 pm