

Present

via Zoom:- Councillor E Mulvaney (Chairman)
Councillor A Stacey
Councillor Judi Stacpoole (Vice Chairman)
Councillor R Stacpoole

via telephone Councillor Mrs J Stevens

Mrs J E Pickett Clerk

OCC Councillor D Bartholomew (part meeting)

SODC Councillor J Robb (part meeting)

“ Councillor L M Hillier (part meeting)

Key: SODC South Oxfordshire District Council
OCC Oxfordshire County Council
HPC Highmoor Parish Council
RBC Reading Borough Council

027.21 APOLOGIES FOR ABSENCE

None received

028.21 MEMBERS' DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None received

029.21 MINUTES

RESOLVED that the Minutes of the meeting held on 3 February 2021 be adopted and signed by the Chairman

030.21 OXFORDSHIRE COUNTY COUNCIL

County Councillor D Bartholomew referred to his monthly report:-

General OCC report (already circulated) –

2021/22 Budget agreed/advice is still to stay at home to drive Covid cases down/rapid testing centres for public facing workers/Climate Cause – OCC has joined with Oxfordshire Greentech – nothing further to report re Highmoor

031.21 OXFORDSHIRE COUNTY COUNCIL RELATED MATTERS

County Councillor D Bartholomew (**DB**) responded to the items raised below as follows:-

(a) consider implementation of a reduction in the national speed limit (60 mph) to consistent 40 mph excepting residential areas requiring 30mph along the B481 (Cllr J Stacpoole) (**JS**)

DB - referred to criteria which excludes implementation in residential areas of which the B481 has a large area with only small distances in between each

JS - referred to areas successfully carrying a reduction ie Henley/Nettlebed; Park Corner/Cookley Green

DB - those areas do not have much residential development – mainly woodland

JS - the volume of traffic is overwhelming along the B481 which warrants a speed restriction to provide a safer environment for cyclists and pedestrians

DB – the OCC is unable to over-ride a national policy
Noted that were campaigns for a reduction in
speed limits developers use this as support for
residential developments

(b) proposal re weight restriction on HGV's travelling through the town of
Henley on Thames including the surrounding 5 mile radius – (questions
submitted to County Councillor S Gawrysiak (9 December 2020) reply
awaited)

DB - advised that County Councillor S Gawrysiak would be submitting
his presentation to a meeting of the OCC in March 2021 when
DB will abstain from voting as there is no explanation yet as to
how diverted HGV's will be successfully deflected from surrounding
villages

(c) damaged/poor condition footpaths/verges – entrance to Holly Close/
access to public footpaths 13 and 16 plus footpath 19 alongside B481/
opposite Tanners Cottage – raised by Councillor J Stacpoole..

Thames Water looked at complaint on damaged verges opposite to Tanners
Cottage and advise that the repair to the reinstatement of the highway after
completion of work is permanent and carried out to correct
standards – the issue of vehicles driving over verges is due to members of the
public ignoring warning closure signage and driving their vehicles onto the verges

DB - if verges are in an unsafe condition then OCC should be informed but not
for cosmetic reasons

(d) ownership of hedging opposite former public house Dog & Duck- reducing
highway width creating a traffic hazard

(e) encroachment of verges onto highway at the frontage of the former public
house, The Lamb creating a traffic hazard

County Councillor Bartholomew advised that items (d) and (e) be placed on
Fix My Street (FMS) for attention

Councillor R Stacpoole expressed concern that FMS lacks urgency in resolving
issues raised in one instance over a year – Councillor Bartholomew asked Councillor
Stacpoole to email the items of concern and he would chase for replies

Councillor A Stacey referred to proposals by SSE to commence cutting back of trees
and possible felling of trees north of the B481 towards Nettlebed commencing
Monday 8 March 2021 – concerned that Highmoor is going to be visually affected but
no notice given to residents/Council. SODC Councillors J Robb and L Hillier agreed to
investigate via SODC Forestry Officer/Tree Champions to see if information can be
found.

Councillor D Bartholomew was sympathetic but advised that this subject is outside
the remit of the County Council

County Councillor David Bartholomew then left the meeting.

032.21 SOUTH OXFORDSHIRE DISTRICT COUNCIL

District Councillors J Robb and L Hillier referred to the SODC Report (circulated earlier)
as follows:-

2021/22 Budget approved in February 2021 and deficit reduced
Council Tax increased by maximum possible/increase in car parking
charges and pre=planning advice/no return to former site at Crowmarsh
for Council offices

Local Plan 2035 – the proposed use of Chalgrove airfield for residential
commercial development is in doubt following the opposition received
from the Civil Aviation Authority but the large remaining level of housing
development within the Plan is sufficient to meet commitments A local

organisation Bioabundance is attempting to obtain permission for a Judicial Review of the Plan

Note creation of two new posts ie Tree Champions for South Oxfordshire (approach re SSE proposals for tree pruning/felling along B481)

Councillors R & J Stacpoole raised concern at the lack of controls for external lighting on private properties which in some instances is excessive and causes light pollution.

Councillor J Robb advised that an All Party Parliamentary Group (appg) has been set up and would be discussing “dark skies” with a view to introducing legislation to cover the level of external lighting permitted within new planning applications but was not aware of a means to exercise control over excess external lighting for existing properties. The current criteria for deciding whether external lighting is excessive is that it allows you to use it to read a book.

RESOLVED – that a letter be sent to John Howell MP requesting support for controls over external lighting for all properties old/new

Councillor R Stacpoole referred to the recent planning application for Swan Wood, Highmoor (P21/SO559/FUL) for a variation of conditions – this contained over 100 files creating great difficulties for public/parish councils to assess the content it would be an improvement if developers were required to present plans in a manner which ensured ease of understanding. Also the inclusion of one/two consultees raised a query as to whether enough care was being used when establishing relevant consultees for a planning application.

Councillors J Robb and L Hillier agreed to refer these comments to the SODC Planning Department

033.21 SOUTH OXFORDSHIRE DISTRICT COUNCIL RELATED MATTERS

Query the legitimacy of relocated Lodge to rear of Rosewood House – SODC Enforcement Case Ref: SE20/268 (August 2020)

Councillors R & J Stacpoole referred to this outstanding matter referred to SODC Enforcement Team in August 2020. – the Lodge was to be demolished and removed not relocated.

Councillor L Hillier expressed exasperation that a quick site visit would determine the response and avoid lengthy delays.

Noted that the Clerk repeatedly “chases” a response.

District councillors agreed to urge an early resolution to this query

Councillors J Robb and L Hillier left the meeting

An item raised by Councillor J Stevens was recorded – the erection of a new close- boarded fence in front of an established hedge at the boundary of a property in Witheridge Hill. The Clerk is investigating NOTED

Councillors E Mulvaney and Stacey queried the lack of progress at the development on the site of the former Dog & Duck public house – the Clerk to investigate – NOTED

No public present the meeting progressed

034.21 PLANNING

Applications

P21/SO559/FUL – Swan Wood, Highmoor replacement dwelling (P20/S1918/FUL)
variation of conditions

RESOLVED – no objection

Decisions

P20/SO4815/FUL –1 Post Office Cottages, Highmoor Cross, erection of
conservatory

HPC – objection

SODC – permission granted

NOTED

035.21 FINANCE

(a) The following expenditure was submitted:-

Mrs J E Pickett -	
Salary - March	£166.77
Tax	27.31
Allce	19.84
Expenses 2019/2021	
Telephone	£45.00
Copier ink	129.90
Copier paper	8.55
Staples/pins/	<u>6.78</u>
paper clips	190.23
Zoom (14 Feb /13 March)	14.39
B Hope (noticeboard)	262.00

RESOLVED – that expenditure as listed be approved

(b) Barclays bank asked to advise clearly exactly what paperwork is
required for the Council's bank mandate – reply awaited

(c) Councillors considered the appointment of an internal auditor for the
annual accounts 2020/21 and

RESOLVED

that an approach be made to T Light (Lightatouch Limited) to seek costs
and possible subsequent appointment for internal audit 2020/21

that in subsequent years use of a local accountancy company be considered

(d) A grant application was received from Riverside Counselling Services
after discussion

RESOLVED that no grant assistance be offered

(e) Bioabundance a local organisation seeking financial support to seek
a judicial review against SODC Local Plan 2035 - councillors discussed
the approach and whilst having concerns at some aspects of the Local
Plan 2035 felt that there was no indication as to whether the views of
parish/councils will be guaranteed a voice/if request for a judicial review
is granted what are the costs involved in total/how is public money from
councils to be held and who authorises expenditure as work progresses
etc.,

RESOLVED - that no financial support be given

036.21 MEETINGS

- (a) Cllr J Stacpoole queried whether consideration be given to re-arranging days of HPC meetings which currently preclude (for most of this year) attendance by District councillors due to a clash with SODC Planning Committee dates. Noting that SODC has yet to set dates for the whole of 2021 meetings and there being no guarantee that District councillors would be able to attend all HPC meetings in any case
RESOLVED – that dates of meetings remain as planned (up to September 2021 until further information is received
- (b)/ Currently the government has legislation in place to allow councils
(c) to hold meetings by way of virtual means until 7 May 2021 – should there be no formal guidance/legal advice forthcoming prior to this date HPC should determine how to proceed with Council business. After discussion the Council
RESOLVED
- that the Council will follow practical steps and re-visit the subject as and when the government advises what is to happen – such steps to include the holding of Zoom meetings as long as practicable/ face to face meetings to be arranged when restrictions lifted

037.21 CIL FUNDING

Councillors were advised of projected CIL funding for the Council as follows:-

P20/S4146/FUL - Land adjacent to 1 Post Office Cottages	£ 3623.65 (March 2021)
P20/S1918/FUL – Replacement dwelling etc., Swan Wood	£18527.89 (Jan2022)
	£18527.89 (Jan 2023)

Councillors agreed to discuss a comprehensive use of this money in accordance with CIL criteria and for the benefit of the village of Highmoor and its residents

038.21 RECREATION GROUND

- (a) Lease – the Council was advised that final comments had been sent by the Council to Mercers/the 3 Clubs are awaiting receipt of the approved draft from Council.
The Chairman expressed extreme dissatisfaction with Mercers and said that the company should not be used again – length of time taken to draft the lease/did not agree with legal terms used within the lease and proposed -

that if the final draft of the lease is unsatisfactory Mercers be requested to offer a meeting to discuss with herself and the Clerk

The motion was seconded and a vote was taken – motion carried

- (b) Dog bin – the Council thanked Councillor A Stacey for relocating the dog bin alongside the Recreation Ground
(c) Asbestos pipes cannot be located
A conversation with Reading Lions CC indicates that volunteers could be found to assist in ground clearance of the outfield. Pipes were visible earlier last year which would indicate that the area used to be kept clear as now overgrown. Advise Clubs of possible location and to clear with care wearing suitable gloves to be worn and pipes enclosed in a heavy duty rubbish bag for proper disposal. Awaiting reply from Clubs as to when can arrange ground clearance the Council to provide the skip.

(d) 3 Clubs seeking assistance for purchase of new grasscutting equipment (terms of lease indicate 50/50 financial contribution between tenants and Council) Noted further details have been requested from the Clubs including expenditure details of £300 contribution in recent years.

039.21 WEBSITE

Councillors received notes of informal meeting held on 12 February 2021. first training will be held on 4 March 2021 – NOTED

040.21 THE GLEBE

(a) Survey report was received from N H Payne – councillors were pleased with the detail given. After discussing the options provided it was **RESOLVED** – that Option 1 see below (priority) be progressed at a cost of £450 to be carried out within 6/9 months

No.	Type	Age/Class	Height	Condition	Work recommendation
T4	Hazel	S/M	7m	Fair	Thick Ivy, reduce overhang by 3m
T5	Thorn	M	6m	Fair	Thick Ivy, reduce overhang by 4m
T8	Holly	M	12m	Good	remove stem to Bird Cherry

(b) Residents of the Glebe notified of the removal of the bench for maintenance assessment NOTED Also need to clarify the future location of a refurbished bench plus both the silver birch and plaque donated by the SODC as a memorial of the tragic murders in the village in 2004

(c) SSE has now advised that the electricity sub-station is the responsibility of South Oxfordshire Housing Association therefore the annual payment of £4 to Highmoor Parish Council for a Wayleave Agreement has been cancelled NOTED Meanwhile enquiries are being pursued as to ownership of the small wooden box structure with the hazard logo and which stands to the rear of the sub-Station and is in a very poor condition.

Councillor A Stacey left the meeting

041.21 GRASSCUTTING

(a) Following the death of the grasscutting contractor Mr B Willis councillors acknowledged the need to appoint a new contractor. After discussion it was **RESOLVED** – that 3 quotations be sought for 7 cuts per season for The Glebe (Council owned) and The Triangle plus grass verges (administered by Nettlebed Conservators) – note the Conservators advise that Common land is usually only cut twice per season – the have no monies to effect any grasscutting). Also ask for a price per cut for each area.

The sowing of wild flower seeds at The Common was discussed – the idea to be raised with the Nettlebed District Conservators NOTED

(b) Information re the open burial ground was recorded as follows:- no new parochial church council has been appointed at St Bartholomew's Church, Nettlebed nor was anybody seemingly aware that following the closure of St Paul's Church, Highmoor that the open burial ground to the rear of St Pauls is now the responsibility of Nettlebed church – the relevant information has been passed to Nettlebed PC – NOTED

042.21 BUS SHELTER (at junction of Holly Close and B481)

Councillors were advised that Oxfordshire County Council would be carrying out maintenance work on the bus shelter – NOTED

043.21 NOTICEBOARD

Councillors noted the return of the refurbished noticeboard – padlock not working

044.21 INFORMATION/COMMUNICATIONS

CAB South & Vale – grant assistance
SODC Planning application – P21/S0310/DIS for development work at “Janes” Witheridge Hill (ref P20/S4268/HH – no public consultation required
SODC Communications 5 February 2021 – Covid/Oxfordshire vaccinations/ Mobile testing units/Community Hub update/extended deadline for grants for “wet-led” public houses/lockdown and Tier 4 grants/garden waste/flood warnings/Didcot Garden Town sounding board/£240K newt conservation/ Govmt consultation reforms for planning framework/Crowmarsh Neighbourhood Plan
SODC Communications 12 February 2021 – Covid 19/vaccinations Oxford/ Testing centre/Community Hub/Council Tax support/Market Traders guidance/taxis/garden waste service -
SODC – house name on land adjacent to 1 Post Office Cottages, Highmoor – “Sadlers”
CPRE – petition for rural bus services –
OCC Local Transport & Connectivity Plan Vision consultation
SODC Budget 2021/22
Bioabundance Community Interest Company – support for Judicial Review against SODC Local Plan 2035 –
TikSpace rebrand from ECO Green Communities
CAB - grants
SODC Communications 17 February 2021 – 2 District Councils joining Oxford Greentech
ECO Green Communities (4 pillars)
SODC Ecological Emergency
SODC Communications 18 February 2021 (Covid19/vaccinations/symptom free Testing/Community Hub support/shielding/emergency, self isolation and business grants/Census 21/help local businesses climate emergency/litter picking/dog fouling/ecological emergency/Oxfordshire Transport & Connectivity/Oxfordshire-Cambridge Arc area/ water resources south east regional plan.
ECO Green Communities (environmental stations)
Public Sector Executive – magazine 19 February 2021
“ “ “ - online presentation 10 March 2021 Net-Zero through hydrogen technology
Riverside Counselling Service – grant application
Public Sector Executive – second headquarters for MHCLG to be created in Wolverhampton + £50m investment in housing stock by Oxford City Council
Public Sector Executive - Covid 19 recovery
“ “ “ - Zero government – debate
“ “ “ - how are you contributing to UK’s carbon reduction target?
Field Census – online debate 4 March 2021 Oxfordshire Census 2021
SODC - £240K for newt conservation
SODC – new Covid 19 Testing site in Wantage
OCC – Traffic Notice – road closure for unnamed road, Rotherfield Greys for March 2021 now cancelled
Public Sector Executive – way to a more sustainable future
SODC newsletter – Covid 4 step road map/SODC services/Covid 19 rates/ Covid vaccinations/symptom free testing/ community hub support/Covid financial assistance/business grants/funding for newt conservation

Public Sector Executive – decarbonisation of the public sector
OCC County Councillor D Bartholomew – March Report
OALC – February update
OALC – annual subscription
SODC – Joint South & Vale Local Plan

045.21 TELEPHONE KIOSK

Henley Glass have verbally advised a price for supply and installation of replacement pane of glass would be £150.

RESOLVED - that a firm quotation be sought

After completion of this work assess installation of shelving to provide space for books to be provided for “free” library

046.21 CONFIDENTIAL –

Protocols

Meeting closed 9.14 pm