

**Present**

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

**via telephone** Councillor Mrs J Stevens

Mrs J E Pickett Clerk

OCC Councillor D Bartholomew (part meeting)  
SODC Councillor J Robb (part meeting)

**Key:** SODC South Oxfordshire District Council  
OCC Oxfordshire County Council  
HPC Highmoor Parish Council  
RBC Reading Borough Council  
FMS Fix My Street

**072.21 APOLOGIES FOR ABSENCE**

Apologies for absence received from Councillor A Stacey

**073.21 MEMBERS' DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS**

None received

**074.21 MINUTES**

**RESOLVED** that the Minutes of the meeting held on 7 April 2021 be adopted and signed by the Chairman

**075.21 OXFORDSHIRE COUNTY COUNCIL**

(a) OCC Report - County Councillor D Bartholomew referred to his general monthly report (already circulated and copy available upon request) – also noted County Council elections will be held 6 May 2021 results likely on the evening of 9 May 2021/OCC looking to environmentally responsible growth via its Strategic Vision for Long Term Sustainable Development Plan to 2050/ Covid statistics

(b) OCC related matters:- Councillor Bartholomew noted FMS enquiries on the agenda and if re-elected and still no action taken by next month will push for progress. Particular reference was made to the frontage/highway at The Lamb at Satwell - OCC officer has attended and obstructions were removed from the highway work is required on both sides of the highway which will involve a road closure/road notices re speeding - however existing signs are being completely ignored - there will be a 3 month lead-in to schedule the work.

Residents asked to speak

The Chairman proposed and Councillor J Stacpoole seconded

that Standing Orders be suspended to allow participation by public present

A vote was taken – motion carried

Residents expressed their deep concerns at the dangerous condition of the highway outside The Lamb, Satwell exacerbated by objects placed in the highway causing a hazard for drivers and despite several attempts to engage the District/County Councils in finding a solution to date no action has been taken and the situation for residents worsens on a daily basis. Confirmed that the issues have not been raised via FMS Oxfordshire

Councillor Bartholomew asked for photographs/details to be sent to him and if re-elected would pursue as a matter of urgency and road safety

It was proposed and seconded

that the Council agenda be resumed – vote taken motion carried

Councillor Bartholomew left the meeting

#### **076.21 SOUTH OXFORDSHIRE DISTRICT COUNCIL**

(a) Councillor J Robb referred to the District Council Report (already circulated and a copy available upon request):- subject matters included elections 6 May 2021/Assets of Community Value online event 12 May 2021 - (asked whether anyone can attend - no decision taken - questions can be emailed in advance/ Councillor Robb would report back/Bioabundance may seek to appeal High Court judgement re judicial review of Local Plan/grant funding for new affordable homes/Forum for town and parish Councils 27 May 2021

(b SODC related matters:-

( i) SE20/268 Rosewood House, Highmoor – has been investigated and file closed. New file raised SE21/102 re apparent change of use of land from agricultural to mixed use without planning permission.

Councillors were unhappy with decision in respect of SE20/268 and agreed that a summary be created showing the lack of adherence to planning conditions as per the original application – Councillor R Stacpoole agreed to write a report.

( ii) Erection of close board fencing at property in Witheridge Hill planning permission granted in P19/S0554/HH 19 September 2019 NOTED

(iii) The Lamb at Satwell - a resident has been asked to keep a log of activities causing nuisance/distress to residents.

Councillors were also concerned that only one resident has been asked to keep a log – Councillor Robb agreed to ask for other residents to be approached with a request to keep activity logs and she would liaise with the residents and pursue the concerns raised but as many residents as possible need to become involved and support the attempts to achieve a return to a quality of life for those living in the area of Satwell

It was proposed and seconded that Standing Orders be suspended to allow public question time – vote taken – motion carried

Residents thanked councillors for the opportunity to raise their concerns and had no further matters to raise

The Chairman advised that the next meeting of the Council was due to be held on 2 June 2021

Residents left the meeting

It was proposed and seconded that the meeting be resumed – vote taken motion carried

## **077.21 PLANNING MATTERS**

### **(a) Planning applications**

P21/S1647/FUL - 2 Stonehouse Cottages Highmoor Cross RG9 5DU  
2 storey extension/demolition of existing garage/  
erection of a new 2 storey house and associated parking

Comments – the notice of Intent posted at the property does not include consultation for all residents who may be affected – SODC to be advised and relevant residents be notified and the end of consultation date be extended

After discussion RESOLVED

that delegated powers be granted, with a majority of 3 councillors observations required, to determine the Council's observations to this application – observations to be submitted to the Clerk by noon on Monday 10 May 2021

P21/S0559/FUL – amendment Swan Wood, Highmoor (P20/S1918/FUL)  
Variations – a revised plan for access to courtyard design by reducing western extent of cobbled garden area and remove areas of hardstanding

RESOLVED - proposed variations be noted – no objections

### **(b) Planning decisions**

P21/S1035/HH - Rosewood House, Highmoor RG9 5DT  
Erection of double garage

RESOLVED – that Notice of Permission granted be noted

### **(c) Enforcement**

SE21/108 - The Lodge (now Rosewood House, Highmoor) – possible breach of planning conditions by way of non removal of shipping container from site ie creation of mixed use of residential/business/storage. After discussion RESOLVED – that as the original issue raised ie removal of the building known as The Lodge from site appears to have been misconstrued a summary of the issue be compiled by Councillor R Stacpoole

Councillor J Robb left the meeting

## **078.21 FINANCE**

- (a) RESOLVED – that the following expenditure (inc VAT) be approved

Mrs J E Pickett - Salary /May	£ 232.27 (nett)
Tax - May	58.06
Allce - May	20.84
Zoom (14 April/13 May 2021)	14.39
Hazell & Jefferies (skip hire)	240.00
Zurich renewal of annual premium	445.90

- (b) Bank mandate – the Clerk reported that Barclays Bank has again changed its requirements and has asked for a repeat identification process from Councillor Mrs J Stevens– NOTED
- (c) Chiltern Society annual subscription 2021  
RESOLVED - that a subscription payment of £30 be made
- (d) Sue Ryder Palliative Care Hub grant application  
RESOLVED - that a grant of £100 be made

## **079.21 ANNUAL INSPECTION OF ASSETS**

A copy of the annual inspection report of Council's for 2021 was received and after discussion

**RESOLVED** - that the following comments be added and the Report be adopted -  
The Glebe – reasonable condition at present (tree mtce is scheduled/rubbish removal being actioned/electricity supply removed from rear housing/bench being assessed)  
2 dog bins (one each at The Common and the recreation ground) are in good order and being used

## **080.21 RECREATION GROUND**

An update on the recreation ground included -

- lease progressing and hope concluded shortly
- volunteers from the 3 Clubs have completed a very thorough rubbish removal from the ground (skip hire paid for by the Council) due to the skip capacity there a few remaining items
- 3 Clubs arranged for the hire of equipment and carried out removal of undergrowth around the edges of the ground at a cost of £150

**RESOLVED** - that the Council make a contribution of £75 for this work and that the 3 Clubs be congratulated on the work carried out

## **081.21 WEBSITE**

Status unchanged

## **082.21 THE GLEBE**

An update on The Glebe (amenity land) included:-

- following an inspection of the memorial bench councillors **RESOLVED** – that it was no longer safe for public use and will be disposed of – consideration will be given to the purchase of a new bench next year
- use of this public amenity land – agreed to continue to protect the land from future development and ask the Chiltern’s Society and BBONT (Berks/Bucks/Oxon Wildlife Trust) for possible ideas for the area
- the memorial rowan tree and Oxfordshire County Council plaque given to each parish/town council to commemorate the 100<sup>th</sup> anniversary of Armistice Day is currently being looked after by Councillor R Stacpoole – agreed need to determine an appropriate location
- the bricks/rubble left after disconnecting of electricity supply require removal – odd job man sought

## **083.21 THE COMMON**

The above area of land (known also locally as The Triangle/The Cross) is owned by the Nettlebed Estates and managed by the Nettlebed & District Conservators is used (with permission) to site Council assets comprising a telephone kiosk/a dog bin and wooden posts to deter car parking – the Council also pays (via Section 137 power) for grasscutting of the area up to a maximum of 7 cuts per annum

Current items include:-

- the Council has appointed a new grasscutting contractor
- an idea to establish a wildflower area on The Common was submitted to the Conservators who approved the suggestion a scheme would need to be identified and costed – the newly appointed grasscutting contractor has carried out a contract for such a scheme but due to workload is unable to offer any assistance this year
- the telephone kiosk is in a very poor condition – 2 panes of broken glass (vandalised)/dirty with a coating of algae – needs cleaning (agreed to approach a local window cleaner with a view to asking for cost of a one-off deep clean and thereafter a regular cleaning schedule)/after which the old paint to be removed and the correct paint/specification (as per British Telecom contract) be applied/costs be sought for supply and installation of wooden or metal shelving to be used for holding books for local residents to read
- the remains of roof tiles from the bus shelter need removal - odd-job man sought

**084.21 LITTER PICK 2021**

A successful Litter Pick was carried out on Sunday 2 May 2021 with 6 volunteers participating.

The Chairman suggested that the Highmoor Parish Council purchase 6 sets of litter pickers and hi-viz vests and organise regular Litter Picks throughout the year – councillors agreed in principle, costs to be sought and considered by the Council

**085.21 INFORMATION/PUBLICATIONS RECEIVED**

SODC - Change of polling station for Highmoor electors  
CPRE - Campaign  
PSE - 10 Newsletters  
SODC Communications update - Covid/Leisure and outdoor pools/restart grants  
SODC Communications update - Covid/vaccinations/public testing/County Hub/  
new High Sheriff of Oxfordshire/elections  
Eco Green Communities - Covid guidelines  
CPRE - Oxfordshire Plan 2050  
SODC Communications - Great Western Park community centres re-opening  
SODC - appeal by Bioabundance against SODC Local Plan has failed  
Chiltern Society - looking for a volunteer to monitor local footpaths  
SODC Planning application P21/S0559/FUL amendment Swan Wood  
SODC Communications – banners for Covid information  
SODC “ update re Covid/virtual meetings/assets of community value  
SODC Planning decision P21/S1035/HH Rosewood House – permission granted  
OALC - notification appeal failed re virtual meetings to continue  
OALC - April Update

**RESOLVED** – that the aforementioned information/publications be received  
that Councillor Mrs J Stacpoole be confirmed to The Chilterns`  
Society as the Council`s nominee as volunteer to monitor local  
Footpaths

The meeting closed at 20.49 hrs