

**FOREST HILL WITH SHOTOVER PARISH COUNCIL
PARISH COUNCIL MEETING AGENDA**

Councillors are hereby summoned to attend a meeting to be held on
Thursday 9th October 2025 at 7.00pm in Forest Hill Village Hall

Members of the public and press are welcome to attend. Members of the public may make representations to the council under item 175, according to the Council's Standing Orders.

Signed: *Sue Cox, Clerk/RFO to the Parish Council*

Date: 5th October 2025

No. Item

110. APOLOGIES FOR ABSENCE – To receive and accept.

111. DECLARATIONS OF INTEREST - To receive requests for declarations of interests from Councillors relating to items on the agenda. Reminder of the six-month rule for non-attendance of meetings.

112. PARISH COUNCIL ANNUAL DOCUMENTS to review:

1. Standing Orders 2025

The documents will be added to the website under Policies and Governance when they have been reviewed.

113. PUBLIC FORUM – To facilitate public participation.
Members of the public are welcome to raise matters of concern or ask questions of the council.

114. BUS SERVICE and TRANSPORT:

- Operations Manager - Response to Concerns Regarding Red Rose Bus Service.
- Red Rose bus and parked vehicles on Stanton Road – no pull in.
- Tim Darch, OCC - BetterPoints Oxfordshire App.
- Tim Darch, OCC - OxRAIL 2040
- Next PTR Meeting on Tuesday 11th November at 1.30 pm via Teams – email from Tim Darch circulated to PC.

115. MINUTES OF LAST MEETING OF THE PARISH COUNCIL held on Thursday 11th September 2025 – previously circulated – to confirm.

116. UPDATES ON PROGRESS FROM MINUTES OF LAST MEETING – Chairman/Clerk to report on progress of outstanding items that do not require further decision.

- The wall at St Nicolas Old Cemetery, Main Street, Forest Hill – Copy of structural engineer’s report requested for PC records – no response.
- Steps by the Church and weeds – reply from FMS?
- Beckley and Stowood Parish Council - Invitation to Speak at a Public Meeting on Local Government Reform at 7pm at Beckley Village Hall on Monday 22nd September – feedback from Cllrs who attended the meeting.
- Parish Council logo competition
- Silhouette soldier for VE/VJ Day for £175 from Royal British Legion Industries – ordered.
- Baby and Toddler group grant – OCC/SODC or PC £100
- Email from OGBN with an opportunity to register an objection now to becoming part of Greater Oxford after 2028 – agreed to reply after LGR meeting.
- Email from Reuben at Lone Star Land Ltd asking if the Parish Council would be interested in meeting to discuss the next steps for the land at Sandhills (the bridleway diversion and the reserved matters application) and to see if the Parish Council would want to be involved in any way – date tbc.
- Hole in the fence on the Rec – update from AWB.
- Asset Register – record title number for cemetery on asset register – update from JS.
- Thames Water and Sewage Treatment Works – feedback from the drop-in session at the village hall on 16th September.

117. OCC and SODC MATTERS – To receive reports from the County Councillor and District Councillor:

118. PLANNING – To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated.

P25/S2832/HH

Eastwoods, Stanton Road, Forest Hill, Oxford, OX33 1DT
Erection of an annexe for ancillary use to the main dwellinghouse.

P25/S2831/LDP

Eastwoods, Stanton Road, Forest Hill, OX33 1DT
Use of the land to site a mobile home for ancillary use to the main dwellinghouse.

119. FINANCE – To receive, approve, consider, and review the following:

a) Balances at bank:

| | | |
|----------------------------|------------|-------------|
| Current Account – Nat West | £5,066.15 | at 31.08.25 |
| Unity Current Account | £20,127.56 | at 30.09.25 |

| | | |
|---|-------------------|-------------|
| Unity Reserve Account – (2.25 %) | £33,734.78 | at 30.09.25 |
| Sub Total | £58,928.49 | |
| Less: Unpresented cheques | £527.50 | |
| Plus: unpresented receipts | £0 | |
| Sub Total | £58,400.99 | |
| Less: Earmarked general reserves | £10,000.00 | |
| Less: Earmarked reserves - traffic calming | <u>£30,000.00</u> | |
| Total available funds | £18,400.99 | |
| CIL balance | £27,278.17 | |
| <u>Receipts included in above figure</u> | £10,365.24 | |

b) Payment requests – by Online Banking, DD, or Cheque

| | |
|---|---------|
| Admin to the Parish Council – October | £tbc |
| Unity Service Charge – September | £6.00 |
| Tactical Facilities Management Ltd – Sep waste | £65.00 |
| Tactical Facilities Management Ltd – Sep ground | £495.00 |
| Tactical Facilities Management – Rec clearance | £96.00 |
| The Play Inspection Company Ltd – Annual | £113.94 |
| Lincoln College, Oxford – Village Hall rent | £250.00 |
| RBLI – Unknown Tommy Statue x 1 | £200.00 |

c) Scribe Reports: Bank Reconciliation as at 30.09.25

- Chair to approve and sign.

d) To consider the Summary of Receipts and Payments against Budget Report up to end September 2025.

e) Internal Financial Control check:

- July to September – JS to complete.

h) To consider closing the Nat West Bank account and using the Switch service to transfer the funds to Unity Trust Bank – forms to sign

120. CLERK / RFO:

121. SECTION 137 EXPENDITURE:

122. VILLAGE and PARISH MATTERS:

- Defibrillator – monthly check for Clerk to update The Circuit website.
- Garden Club funds of £1135 to be transferred to the PC.

- TFM - Photographs and mowing dates.

123. VILLAGE HALL – To receive a report and updates

a. Managing Trustees report – October 2025

| | |
|-------------------------|-----------------|
| Current account balance | £7487.95 |
| Deposit account balance | <u>£2967.00</u> |
| Total Reserves | £10,454.95 |

Rentals are healthy based largely on word-of-mouth recommendation. Our costs for the basic services, water/electricity, continue to show savings on last year's figures when the electricity supplier was SSE.

b. To consider the VHC's proposals from the last meeting and decide:

- Repointing brickwork
- Replace the window above the stage.
- Electrical – to replace the consumer unit.
- To replace the hot air blowers.
- To replace the clock and the electrical supply.
- The RCD is not necessary and trips when people are in the hall. This can be removed.
- Replace light units with LEDs which are more efficient and no tubes to replace.
- Hot air blowers – replace and in the kitchen for variable output heaters.
- Wi-Fi – there are no deals from Gigaclear at present.

124. RECREATION GROUND:

- a) Changing facilities – to review the original agreement in principle to move the green box to Stanton St John Cricket Club and make a firm decision on the future of the green box.
- b) Routine Monthly Playground Inspection and actions required.
- c) Quote received for repairs to the play area following the annual inspection and recommendations.
- d) Quote received for repairs to the play equipment following the annual inspection and recommendations.

125. CEMETERY: to receive a report, updates and matters for consideration:

- Mowing and upkeep of the Cemetery – report from GS
- Burial plots in our parish cemetery – enquiry about reservations for Muslim graves and any further advice received.

126. ALLOTMENTS: to receive any updates and matters for consideration:

- Perimeter fence – next steps.

127. OALC / NALC - all updates previously circulated.

128. INFORMATION and CORRESPONDENCE – all circulated when received:

- Lincoln College - The Village Hall, Main Street, Forest Hill
- Community First Oxfordshire AGM 2025 on 6th November
- Have your say on street cleansing in your town or parish.
- P22/S4618/O - Land North of Bayswater Brook - Draft S106 Legal Agreement available to view
- Please Sign Our Petition and Circulate - Reject The 'Greater Oxford' Unitary Authority
- TTRO (T16453) Temporary Road Closure, No Waiting and Layby Closure - Forest Hill, A40 East Bound Layby near Forest Hill - A temporary Notice is being made to implement the temporary closure and will operate from 18 November 2025 up to and including 19 November 2025. This will operate between 20:00 and 06:00.
- OPFA AGM - Monday 20th October 2025
- Get Involved in Stoptober – Resources & Funding Available for Parish and Town Councils
- TFM - Parish Services and Winter Inspections

129. Items for next Agenda: all items for the next agenda to be submitted to the Clerk by 1st November 2025.

130. DATE, TIME, AND PLACE OF NEXT MEETING:

- A meeting of the Parish Council will be held on the second Thursday of each month. Next meeting on **Thursday 13th November 2025** at 7.00 pm in the Village Hall at Forest Hill.
- **Agendas and Minutes** are available on the notice boards and website: [Forest Hill with Shotover Parish Council | Home \(parish-council.com\)](http://parish-council.com)