

FOREST HILL WITH SHOTOVER PARISH COUNCIL

PARISH COUNCIL MEETING AGENDA

Councillors are hereby summoned to attend a meeting to be held on:

Thursday 11th June 2026 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: 9th June 2026

Ref No	Item
26/27 043	APOLOGIES FOR ABSENCE – To receive and accept.
26/27 044	DECLARATIONS OF INTEREST – To receive requests for declarations of interests from Councillors relating to items on the agenda.
26/27 045	PUBLIC FORUM – To facilitate public participation. Members of the public are welcome to raise matters of concern or ask questions from the council.
26/27 046	MINUTES OF LAST MEETING OF THE PARISH COUNCIL held on Thursday 14 th May 2026 – previously circulated – to confirm and sign as an accurate record.
26/27 047	UPDATES ON PROGRESS FROM MINUTES OF LAST MEETING – Chairman/Clerk to report on progress of outstanding items that do not require further decision. • Memorial Bench and plaque – update • Holford Centre and old paperwork – update • Bus pull-in – update
26/27 048	BUS SERVICE and TRANSPORT: • PTR Rep – update from Cllr Stutfield
26/27 049	OCC and SODC MATTERS – To receive reports from the County Councillor and District Councillor:

26/27 050	PLANNING – To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated: Planning Applications: none Planning Decisions: Glenavon planning permission granted on 3rd June 2026.
26/27 051	FINANCE – To receive, approve, consider, and review the following: a) Balances at bank: Unity Current Account - £14,082.87 at 31.05.26 Unity Reserve Account – (1.95%) £29,859.82 at 31.05.26 <u>Sub Total £43,942.69</u> Less: Unpresented cheques £0 Plus: unpresented receipts £0 <u>Sub Total</u> Less: Earmarked reserves – General £10,000.00 Less: Earmarked reserves – Maintenance £5,000.00 Less: Earmarked reserves – Traffic calming £20,000.00 Less: Earmarked reserves – Garden Club £1,120.01 Total available funds - £7,822.68 <u>CIL balance - £21,580.62</u> Receipts included in above figure - none b) Payment requests – by Online Banking, SO, DD, or Cheque • Admin to the Parish Council – June - £605.63 • Working from Home allowance for Clerk – Qtr. - £26.00 • Unity Bank Service Charge – May - £7.00 • Tactical Facilities Management Ltd – May dog bins - £65.00 • Starboard Systems Ltd – Invoice 4 Subscription - £ 21.60 • Stanley & Pickford, Rectory Farm – mowing for April - £480.00 c) Scribe Reports: Bank Reconciliation as at 31.05.26 – Cllr to approve and sign. d) Summary of Receipts and Payments against Budget Report up to end May 2026

	e) Internal Financial Control check: January to March – folder for JS to complete the checks
26/27 052	CLERK / RFO: - Internal Audit for 2025/26 – update - meeting to approve the AGAR will be on 9th July 2026. - Annual Review for Clerk with Chairman and Cllr – date to be confirmed
26/27 053	SECTION 137 EXPENDITURE: None.
26/27 054	VILLAGE and PARISH MATTERS: - Defibrillator – monthly check by AWB. - Grass cutting – update on Rectory Farm contract. - Forest Hill traffic bump or filter – request by email from resident
26/27 055	VILLAGE HALL – To receive a report and updates Managing Trustees report – June 2026 Current account balance £8,733.00 Deposit account balance £2,988.19 Total Reserves £11,721.19 Repointing brickwork – update Wi-Fi – Gigaclear / BT OpenReach – update from AWB
26/27 056	RECREATION GROUND: a) Summer Fete on the Rec. Proposed date 29th August 2026. PC to agree to the date subject to the satisfactory receipt of the completed hire form, risk assessment and insurance cover certificate from Cllr Molloy. Paperwork to be provided to the Clerk by Monday 5th July 2026 for the 9th of July PC meeting. b) Routine Monthly Playground Inspection and actions required.
26/27 057	CEMETERY: to receive a report, updates and matters for consideration: - Mowing and upkeep of the Cemetery – update - Scribe Cemetery Management Software transfer of files – update from AWB - First Registration of Forest Hill Cemetery and App – update from Cllr Stutfield

	• Ashes area improvements – update from PC following visit to the site. • Grave maintenance
26/27 058	ALLOTMENTS: to receive any updates and matters for consideration: • Perimeter fence – the fencing materials have been delivered to the Clerk's home for storage, until needed. • Allotment Holders list for 2026/27 – update from Cllr Shepherd with a copy of the current allotment holders list for the Clerk.
26/27 059	OALC / NALC – all updates previously circulated.
26/27 060	INFORMATION and CORRESPONDENCE – all circulated when received: • Oxfordshire quiet lanes pilot programme now open for expressions of interest • Oxford Greenways, Quiet Lanes, Cycle routes - Oxford to Wheatley (and other areas) – email from MH and others • Planning application by Thames Water Utilities Limited, for planning permission: Section 73 application to continue the development permitted by MW.0006/26 (Extension of Sewage Treatment Works to provide new inlet works elevation screening – reply from OCC • Climate Action, OCC - Important consultation on a local Oxfordshire policy for community benefit contributions and community shared ownership. • Community Renewals AJG - Renewal Information Request by 21st June 2026 • Draft Order SE/6314: PROPOSED STOPPING UP OF HIGHWAY AT LAND OFF BURDELL AVENUE & DELBUSH AVENUE, SANDHILLS, HEADINGTON OXFORDSHIRE – respond by end of June 2026.
26/27 061	Items for next Agenda: all items for the next agenda to be submitted to the Clerk by 25th June 2026.
26/27 062	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 9th July 2026 at 7.00pm in the Village Hall at Forest Hill. Agendas and Minutes are available on the notice boards and websites: https://www.foresthillwithshotover-pc.gov.uk and https://www.parish-council.com/foresthillwithshotover