https://www.foresthillwithshotover-pc.gov.uk/

FOREST HILL WITH SHOTOVER PARISH COUNCIL

PARISH COUNCIL MEETING AGENDA

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

Thursday 12th November 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

theclerk@foresthillwithshotover-pc.gov.uk

Date: 7th November 2026

Ref No	Item
26/27 143	**APOLOGIES FOR ABSENCE –** To receive and accept.
26/27 144	**DECLARATIONS OF INTEREST** – To receive requests for declarations of interests from Councillors relating to items on the agenda.
26/27 145	**PUBLIC FORUM** – To facilitate public participation. Members of the public are welcome to raise matters of concern or ask questions from the council.
26/27 146	**OCC and SODC MATTERS** – To receive reports from the County Councillor and District Councillor:
26/27 147	**VILLAGE HALL** – To receive a report and updates Managing Trustees report – November 2026 Current account balance £tbc Deposit account balance £tbc Total Reserves £tbc • Repointing brickwork • Quotes from Damprot Renovations for all work required • Quotes for air conditioning – JH • Wi-Fi – Gigaclear – any updates • Village Hall Bookings – monthly update from SR
26/27 148	**MINUTES OF LAST MEETING OF THE PARISH COUNCIL** held on Thursday 8th October 2026 – previously circulated – to confirm and sign as an accurate record.
26/27 149	**UPDATES ON PROGRESS FROM MINUTES OF LAST MEETING** – Chairman/Clerk to report on progress of outstanding items that do not require further decision. • Bus pull-in – update from Cllr Molloy • Bridleways and Footpaths – no response from CS

	• Dedicated phone number and App for a phone for the Clerk. • More Than Sit Adolescent Puppy Group Class • Thermal Imaging Camera Scheme - To consider whether the Parish Council wishes to participate in South Oxfordshire District Council's thermal imaging camera loan scheme and, if so, identify a volunteer or councillor to coordinate the project on behalf of residents.
26/27 150	**BUS SERVICE and TRANSPORT**: • Next PTR Meeting on Tuesday 17th November at 1.30 pm online • OxBus 2040 Consultation until 17th November
26/27 151	**PLANNING** – To consider all recent applications received and to report notifications and decisions from South Oxfordshire District Council – all previously circulated: Planning Applications: Oak Apples – Certificate of Lawfulness Decisions: Oxfordshire County Council Planning Reference MW.0106/26 - Section 73 has now been approved for the above development at Sewage Treatment Works, Polecat End Lane, Forest Hill, Oxford, Oxfordshire OX33 1EH
26/27 152	**FINANCE** – To receive, approve, consider, and review the following: **a) Balances at bank:** Unity Current Account - £15,850.37 as at 31.10.26 Unity Reserve Account - £30,152.47 as at 31.10.26 (1.95%) **Sub Total £46,002.84** **Less**: Unpresented cheques £0 **Plus**: unpresented receipts £0 **Sub Total £46,002.84** **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 - £9,882.83** CIL balance - £21,580.62

	Receipts included in above figure - £350.00 burial fee. **b) Payment requests – by Online Banking, SO, DD, or Cheque** • Admin to the Parish Council – November - £632.65 • Unity Bank Service Charge Fee – October - £7.00 • Tactical Facilities Management Ltd – October dog bins - £65.00 • Starboard Systems Ltd – Invoice 9 Subscription Cemetery - £ 21.60 • Starboard Systems Ltd – Invoice 3 Subscription Accounts - £37.20 • RWK Goodman LLP – Professional charges Cemetery - £1,210.00 • Stanley & Pickford – September mowing - £480.00 • Moore – 2025/26 External Auditor's limited assurance review - £294.00 • SP1 Solutions – MO365 Licenses and domain renewal - £658.36 • Cllr A Waite Brown – reimbursement Poppy Wreath - £27.50 **c) Scribe Reports**: Bank Reconciliation as at 31.10.26 – Cllr to approve and sign. **d) Budget Report** up to end October 2026. **e) Internal Financial Control check:** October to December – for January meeting. **f) Bank Signatories** – form to complete and sign.
26/27 153	**CLERK / RFO:** • Outcome of External Audit and invoice from Moore.
26/27 154	**SECTION 137 EXPENDITURE**: • Citizens Advice – request for Grant Aid. • Howe Trust Christmas Hampers – request for Grant Aid.
26/27 155	**VILLAGE and PARISH MATTERS**: • Defibrillator – monthly check by AWB. • Grass cutting – update on Rectory Farm contract. • Notice of Casual Vacancy – closing date for applications is Monday 30th November 2026. Application forms available from the Clerk.

	• Article for Four Parishes Magazine by 15th of the month to the Clerk.
26/27 156	**RECREATION GROUND**: a) Electricity supply to the cabin (changing rooms), Mickle Way – update on de-energisation from Cllr Molloy. b) Routine Monthly Playground Inspection and actions required.
26/27 157	**CEMETERY**: to receive a report, updates and matters for consideration: • Mowing and upkeep of the Cemetery – update. • Cemetery Plan from RWK Goodman.
26/27 158	**ALLOTMENTS**: to receive any updates and matters for consideration: • Perimeter fence – update. • Review Allotment Fees - £12.50 full plot and £6.50 half plot. Allotment water fee to be paid direct to Village Hall Committee - £10 full plot and £6.50 for half plot. Fees are due on 1st April annually.
26/27 159	**OALC / NALC** – all updates previously circulated.
26/27 160	**INFORMATION and CORRESPONDENCE** – all circulated when received: • Request from GCW to support the Draft Representations on the provisional 'Minded to' Decision - 3-Council Oxfordshire LGR - Deadline 17th Nov.
26/27 161	**Items for next Agenda**: all items for the next agenda to be submitted to the Clerk by 26th November 2026.
26/27 162	**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 10th December 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