

DUE TO THE CURRENT GOVERNMENT RESTRICTIONS IN PLACE FOR THE CORONAVIRUS EMERGENCY, HORSPATH PARISH COUNCIL CANCELLED THE FEBRUARY MEETING AND HELD THE PARISH COUNCIL MEETING REMOTELY.

**HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 2nd February 2021
At 8.00pm.**

Present: Mr D Burgess, Mr P Dobson (Chair), Mr J Dobson, Mrs J Dobson, Mr P Ewart, Mrs L Hofen, Mrs J Horne, Mrs B Oakley, Mr M Timbs, Mrs L Yendole, Mrs H Kogel (Clerk).
Mr T Bearder (County Councillor), Mrs E Gillespie (District Councillor).

Apologies
Absent:
Public: 2

21/21 APOLOGIES FOR ABSENCE. – There were no apologies to be made.

22/21 DECLARATION OF INTEREST. – None.

23/21 EMERGENCY BUSINESS.

Mr Peter Dobson paid tribute to Mrs Stella Edwards who recently passed away. Mrs Edwards was a Parish Councillor for Horspath for many years as well as a District Councillor.

Mr Ewart reported that there is running water flowing down Manor Farm Road going to Northfield farm.

Mr Burgess stated that he has been in contact with the Supervisor of OCC Highways who has agreed to come and inspect the area within the next 48 hours. Mr Peter Dobson stated that several people have reported this problem to OCC.

24/21 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 5th January 2021, were agreed as correct and signed by the Chairman.

The Minutes of the Parish Council Closed Meeting held on 5th January 2021, were agreed as correct and signed by the Chairman.

25/21 MATTERS ARISING. – There were no matters arising.

26/21 PLANNING APPLICATIONS.

P21/S0138/ FUL Sunnyhill Vineyard, 51 Cuddesdon Road, Horspath (Full Application)
Small extension to the left side of existing steel building. - **Horspath Parish Council fully support this application and recommend approval.**

P20/S3269/ FUL Land to the rear of 128 Gidley Way, Horspath (Full Application)
As amended by a revised report dated 27th January 2021. - **As stated in January 2021, Horspath Parish Councillors are concerned that the land has been identified as being contaminated with lead and arsenic. Councillors have requested that the levels of the lead and arsenic are monitored prior to, and throughout construction of the dwelling, and also that HPC is kept informed of the situation at the site.**
Mrs Gillespie stated that Kim Gould, SODC Planning Officer, stated in her recent letter that she will be monitoring this application.

P21/S0228/ LDP Brookside, 183 Cuddesdon Road, Horspath
New porch and new rear dormer window. Roof lights to front elevation.
****For information only****

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P20/S3286/ 34 Blenheim Road, Horspath (Householder)**
HH Construction of raised decking area adjacent to new garage/ancillary space. – **Granted.**
- P20/S4730/ Brookside, 183 Cuddesdon Road, Horspath**
PHD Flat-roofed single storey rear extension. ****This planning application has been withdrawn by the applicant**.**
- P20/S1141/ 84 Gidley Way, Horspath (Appeal Decision)**
LDP The development for which a certificate of lawful use or development is sought is described as “The construction of a garage with a dual pitched roof eaves 2.5m high and roof 3.8 metres high.” – **The appeal is dismissed. Mrs Gillespie stated that SODC Enforcement Team will now be dealing with this matter.**

27/21 CLERK’S UPDATE.

- Rospa Playground Inspection** – The repairs will be carried out by ODS the first week of February.
- Horspath Precept 20/21** – OALC has contacted the PWLB and is waiting for advice. The Clerk will inform OALC that there is no longer a need to borrow money from SODC.
- Horspath Precept 21/22** – The clerk has confirmed that the Precept will be set at £40,000.00.
- Internal Auditor** – Mr Hood, Arrow Accounting is no longer in operation. The Clerk has contact OALC for information on other local internal auditors.
- Litter Bins by the Village Shop** – David Langstaff at SODC, has stated that SODC are not installing any new bins in the area until a bin mapping project has taken place. When Mr Langstaff inspected the bins by the village shop, he said that there wasn’t much recycling material in the bins. Mr Langstaff suggested that a green recycling bin which will be emptied free of charge be placed next to the existing litter bins as a trial.
- Tree Works on the Recreation Ground** – The Clerk reported that she has received the invoice for the works carried out on the trees and will arrange for payment to be made.

28/21 FINANCE SUB-COMMITTEE – Recommended by Mr James Dobson.

Mr Peter Dobson stated that it was recommended at the last meeting for a finance sub-committee to be set up to cover monitor income and expenditure and also to cover the Precept and to arrange training where necessary. It was agreed that Mr Peter Dobson, Mr James Dobson, Mr Burgess and Mrs Jessie Dobson will form the sub-committee. No decisions will be made at the sub-committee meetings, just recommendations made to HPC. A date will be arranged for the first meeting.

29/21 PLAY AREA – Update.

Mrs Oakley circulated the two sets of plans/designs/quotations for the new Play Area, both of which are over £100,000.00. One of the quotations is slightly cheaper as it does not include a disabled roundabout. The total cost of the complete project will be sourced from grants, so there will be no cost to HPC or HSPC. Mr Peter Dobson stated that both plans look very good, but he is concerned that having wooden palings involves a lot of future maintenance. Mrs Oakley stated that to have metal fencing would increase the quotations by £30,000.00. Mr James Dobson suggested looking at the recycled plastic option. Mrs Oakley stated that other fencing options are shown in the brochures which are available for anyone to look through. Mrs Oakley suggested that the plans for the play area are displayed around the village and on social media sites/website, on the noticeboards, in the existing play area to ask residents for their opinions. Mrs Oakley suggested that voting forms could be used to decide between the two different options or a Google poll. Mr Timbs asked if there was a need to ask the whole village for their opinion. Mr Peter Dobson stated that as the project is going to be funded externally, the only requirement from the Parish Council is to allocate the land for the play area. Mrs Hofen stated that Mrs Sheppard carried out a survey for the play area with the

initial proposal, therefore she may be able to pass on the results. Mr James Dobson stated that the play area is a big project with two quite different designs, so a survey should be carried out, and it may help with applying for funding. Mrs Legg stated that an updated survey should be carried out, HPC will be managing the equipment as it is a Parish Council project. Horspath Primary School would be happy to support the survey.

Mr Peter Dobson asked if there is any provision for a more senior area of play to replace the top play area. Mrs Oakley stated that she is hoping that when this play area has been completed, HPC can look at a possible sensory garden in the existing play area and then something else to replace the existing top play area for teenagers. Mrs Oakley stated that both companies that have provided the quotations supply fitness equipment if that is a requirement. Mrs Jessie Dobson suggested that this should be a question in the survey. Mr Timbs asked if there is any scope to consider a bigger area for the location of the new play area as he has heard about the possibility of refurbishing the village hall in the future. Mr Peter Dobson stated that it would only impact the village hall if we had to move the road to the burial ground. Mr Peter Dobson stated that the proposed area is the better location, but will need a drainage survey to identify sufficient drainage. The proposed new play area will still be visible from the village hall. Mr Timbs stated that the proposed new area works well with the village hall there. Mr Peter Dobson stated that the village hall project is not in the very near future as there are lots of other things to do. Mr Timbs asked what will happen with the existing play area. Mrs Oakley stated that it will be made into a sensory garden and will form part of the village hall. Mr Peter Dobson asked which surface is better for the play area. Mrs Oakley stated that the rubber surface is the preferred option. Mrs Horne stated that the play area needs to be next to the village hall. Mrs Oakley stated that it is better to move the location as the existing play area is too small. Mrs Horne stated that if you give people too much input on the designs, they will want to change it. Mrs Oakley stated that the option to the residents will be to choose Plan A or Plan B.

Mr Peter Dobson suggested that a sub-committee is formed to assist Mrs Oakley. It was agreed that Mr Timbs, Mrs Horne and Mrs Yendole will form the sub-committee to assist Mrs Oakley. Mr Peter Dobson stated that no decisions will be made by the sub-committee, only recommendations for HPC to consider, and if necessary a short meeting of HPC will be called. Mr Peter Dobson passed thanks to Mrs Oakley for her hard work with this project and stated that we will need to look at a land survey. Mr Burgess stated that both quotations say subject to survey, so recommended that Mrs Oakley contact the companies to find out what is required for the survey. Mrs Oakley will arrange for this to be done and email the information to Councillors. Mr James Dobson stated that Mrs Oakley is in a good place with this project, but the ground conditions may have an effect on the overall cost.

30/21 NEW WEBSITE - Update.

Mr James Dobson confirmed that the first instalment for payment of the website has been paid. There has been a lot of work done on the development of the website, the platform has been set up and the content is being moved across. When this is complete it will be available for Councillors to look at for comments and further development. Mr Peter Dobson stated that he is struggling to obtain photographs of the village to be included on the website, he has contacted two people in the village but is waiting to hear back from them. Mr James Dobson stated that photographs of iconic village scenes, buildings or wide landscaped shots are required. Mr James Dobson stated that hopefully the website will be ready around April time.

31/21 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Tim Bearder (County Councillor) – Mr Bearder reported that the Bioabundance Group has now been set up with the backing of solicitors in London, and they will be putting in for a judicial review on the South Oxfordshire Local Plan 2034 to try and get the decision over-turned. Mr Bearder stated that Parish Councils can join the Bioabundance Group for a fee of £25.00. Mr Peter Dobson stated that Garsington Parish Council are on board with this, and we worked with them at the EiP. Councillors agreed for HPC to

join the group. Mr Peter Dobson stated that a donation to the group from HSPC will be considered in the future.

Mr Bearder stated that he been to another meeting this evening where it has been reported that Woodeaton Road which has always flooded in bad weather conditions has been made worse by the new development at Barton Park. The proposed development at Bayswater Brook has now been increased to 1700 new houses and the original proposal of 500 houses on the Brookes University site has also been increased.

Mr Bearder reported that he has recently met with OCC Transport Planner who confirmed that there were 34 passengers who used the bus service on 29/1/21, which is not bad considering we are in a lockdown, and also it demonstrates that people do need a bus service. Mr Bearder stated that during a lockdown is the worst possible time to launch a bus service. Notices advertising the bus service have been put up in Cowley. Mr Peter Dobson stated that Horspath is struggling with no information about the bus service in the village. Timetables have been put up several times, but have been taken down again. Mr Bearder stated that he was planning on doing a leaflet drop to all houses in the village, but due to Covid he is not permitted to, so he has paid for Royal Mail to deliver the leaflets. The earliest possible date for delivery of the leaflets is 22nd February 2021. Mr Bearder is aware that bus stops in the village are not immediately obvious, and there are no flags at some of the stops. Mrs Legg reported that she has shared her disappointment with Oxford Bus Company about the lack of advertising the bus service, but is still waiting for a reply. Mrs Legg stated that Oxford Bus Company could share a Pdf file that Parish Councils could print and display around the village. Mr Peter Dobson stated that the bus service as only been in operation for around two months, so hopefully it will work.

Mrs Elizabeth Gillespie (District Councillor) – Mrs Gillespie requested some changes to the January 2021 Minutes. Councillors agreed the changes and asked that Mrs Gillespie send the requested changes to the Clerk for the amendments to be made.

Mrs Gillespie reported that the Local Plan is being challenged, and she is doing as much as she can in the hope that the least possible damage is done, and that community woodland will be included as a buffer. Mrs Gillespie stated that SODC will be holding a meeting next week to look at the budget.

32/21 CORRESPONDENCE.

- a. NALC – Chief Executive’s Bulletin. 8/1/21, 15/1/21, 21/1/21. – (Circulated via email).
- b. SODC – Town & Parish Councils Update 8/1/21, 21/1/21. – (Circulated via email).
- c. OALC. – Further Government advice re lockdown. – (Circulated via email).
- d. OCC. – Time is running out to give your views on the Oxford Zero Emission Zone Pilot. – (Circulated via email).
- e. OPFA. – Coronavirus Advice January 2021. – (Circulated via email).
- f. SODC. – Christmas tree collection points – confirmation. – (Circulated via email).
- g. RSN – Rural Funding Digest January 2021. – (Circulated via email).
- h. Oxford Hub. – Lockdown News. – (Circulated via email).
- i. Cllr Bearder. – Oxford man ordered to pay more than £3,900 after waste dumped in Beckley. – (Circulated via email).
- j. NALC. – Coronavirus Update 5/1/21, 14/1/21, 20/1/21. – (Circulated via email).
- k. OALC. – New lockdown guidance. – (Circulated via email).
- l. RSN. - The Rural Bulletin. – 5/1/21, 12/1/21, 19/1/21, 26/1/21. – (Circulated via email).
- m. OCC. – Media Release: Scammers target residents with promise of Coronavirus vaccination. – (Circulated via email).
- n. The Maple Tree. – January 2021 Newsletter. – (Circulated via email).
- o. TVP – Police & Crime Bulletin January 2021. – (Circulated via email).
- p. NALC – Open Letter to All Councillors. – (Circulated via email).

- q. Cllr. Bearder. – Twenty is Plenty & Civil Parking Enforcement. – (Circulated via email).
- r. SODC. – Statement from Cllr. Sue Cooper, Leader of SODC. – (Circulated via email).
- s. SODC. – Town & Parish Update 14/1/21. – (Circulated via email).
- t. SODC. – Residents in South Ox’shire should not go cold or hungry this winter. – (Circulated via email).
- u. OALC. – February Training. – (Circulated via email).
- v. Cllr. Gillespie. – Update on 128 Gidley Way, Horspath. – (Circulated via email). – **Noted.**
- w. OALC. – Open Letter to Councillors from Chairman of NALC. – (Circulated via email).
- x. Cllr Bearder. – Councillor Priority Fund Allocation. – (Circulated via email).
- y. NALC. – Online Events. – (Circulated via email).
- z. SODC. – South & Vale Business Support. – (Circulated via email).
- aa. OCC. – Street Tag app is a winner with Oxfordshire’s children. – (Circulated via email).
- bb. SODC. – Residents feedback & update on local projects discussed at Didcot Garden Town Advisory Board. – (Circulated via email).
- cc. Abingdon Stone & Marble. – Permission required for monument. – (Circulated via email). – **Councillors agreed to this request, subject to Mr Horsley’s agreement.**
- dd. Mr David Harverson. – Problems with a delay in delivering mail in Wheatley. – (Circulated via email). – **Mr Peter Dobson stated that he personally has not had any problems with delivery of mail, but recommended that HPC support Mr Harverson. Mr Burgess stated that there was a day a couple of weeks ago when no post was delivered to Horspath. Mr Burgess stated that Mr Harverson has set up an online petition for people to sign.**
- ee. OALC. – Military Covenant. – (Circulated via email).
- ff. NALC. – How are local Councils vital to community recovery? – (Circulated via email).
- gg. ONPA. – January 2021 Mailing. – (Circulated via email).
- hh. Open Spaces Society. – January/Commons/Vision for planning. – (Circulated via email).
- ii. Parchments Print Oxford. – Printing. – (Circulated via email).
- jj. Wheatley Parish Council – DEFACS Oxfordshire agreements for bus stop infrastructure improvements notification. – (Circulated via email).
- kk. CPRE. – Look to the stars. – (Circulated via email).
- ll. Tactical Facilities Management. – Grounds maintenance services. – (circulated via email). – **Mr Peter Dobson stated that all of the dog bins are regularly full so we do need to look at doing something about it. The Clerk reported that this company do offer a service to empty dog bins, and the cost is around £1 cheaper per bin than SODC. Mr James Dobson sent an alternative option of a wormery to the Clerk. The Clerk is unable to find a supplier of this option. Mr James Dobson will look into this further. Mrs Legg stated that she will work with the Clerk to try and find an alternative solution as Wheatley Parish Council has the same problem.**
- mm. Children’s Air Ambulance. – Fundraising firewalk event. – (Circulated via email). – **Councillors agreed in principle to support this event and provide a venue, subject to receiving more information and possible dates. The Clerk will contact the Children’s Air Ambulance.**
- nn. Wheatley Parish Council. – Information on Wheatley Parish Newsletter. – (Circulated via email).
- oo. Mr Rob Gray. – Increase in hourly rate for village maintenance. – (Circulated via email). – **Councillors agreed to the increase Mr Gray’s hourly rate.**
** original held by the Clerk, copy available on request.*
displayed on Village Hall & village noticeboards.

33/21 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
Debit Card	Currys PC World	Printer Cartridge & Stationery	9.75	58.49
102793	Mr Pettigrove	Contribution to Christmas tree		100.00
BACS	Mrs Hayley Kogel	Home Office January 2021		30.00
		Postage & Stationery		2.69
		Zoom Monthly Subscription		14.39
BACS	Mrs Hayley Kogel	Salary 24/12/20 – 24/1/21		570.15
		Additional hours for extra meetings in September & October 2020		62.18
		Salary increase in from April 20 – December 2020		225.67
BACS	Mr Robert Gray	Grass Cutting Burial Ground 29/7/20 – 17/11/20		136.00
		Grass Cutting Play Area 29/7/20 – 17/11/20		32.00
		Empty Burial Ground Bins & Purchase of Bin Liners & Sacks		30.40
BACS	Mr P Aries	Bus Shelter & Play Area Maintenance December & January 2020		120.00
Debit Card	Currys PC World	Printer Cartridge	11.33	67.99
BACS	Mr Julian Burgess	Emptying Dog Hygiene Bins		40.00
BACS	Lemoneye	1 st Instalment for production of new HPC website		800.00
		TOTAL	21.08	2289.96

Mrs Oakley asked if Mr Julian Burgess charged £40.00 to empty the dog bin at the top of the field. Mr Peter Dobson stated that the charge was to cover emptying several dog bins. Mrs Oakley stated that the price stated by Tactical Facilities Management for emptying the dog bins is very good. Mr Burgess stated that the cost was for several trips as the bins were so full. Mr James Dobson stated that the waste from the dog bins goes as normal waste, we are just paying for transport as the bins are not on a public highway. Mr Gillespie confirmed that the waste from the dog bins is disposed of in the same way as black bin waste.

HORSPATH RECREATION CHARITY

Chq	To Whom Paid	Details	Vat	Total £
BACS	Mr Robert Gray	Grass Cutting Village Green 29/7/20 – 7/10/20		680.00
		Mower Costs		64.00
		Fuel		79.53
11.1.21	ARB UK	Tree works on Recreation Ground	100.00	600.00
25.1.21	ARB UK	Tree works on Village Green	70.00	420.00
		TOTAL	170.00	1843.53

34/21 RECEIPTS.

Date	Received from	Details	Total £
8.1.21	HSPC	Grant for the cost of the Play Area repairs	3757.67

		TOTAL	3757.67
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HORSPATH RECREATION CHARITY

Date	Received from	Details	Total £
24.12.20	S T Properties Ltd	Quarterly rent for Chequers Inn Car Park	712.50
8.1.21	HSPC	Grant for tree work on the Recreation Ground	3318.00
		TOTAL	4030.50

35/21 AOB.

- a. Mr Burgess reported that he has received several requests from residents for a noticeboard at Gateley that can advertise bus timetables, activities etc. Mr Peter Dobson stated that Mr Bearder was offering funds for posts to be installed to advertise the bus timetable. Mr Bearder stated that this is only if the posts are missing. Mrs Legg stated that OCC have funds available for posts to display bus timetables, so it is worth checking with them. Mr Bearder will liaise with the OCC Transport Planner. Mrs Hofen suggested that if a noticeboard is being considered for Gateley, it would be sensible to consider a new one outside the village shop at the same time. Mr Peter Dobson stated that a new noticeboard outside the shop has been agreed previously but this has been deferred due to cost.
- b. Mr Ewart reported that he travels through Holton regularly, and has seen that they have guy fawkes statues on the road to slow the traffic, which is an excellent idea. Mr Ewart suggested that HPC do the same along Cuddesdon Road. Mr Peter Dobson stated that the locals using that road will know that they are statues. Mrs Hofen stated that most people speeding along Cuddesdon Road are not local people. Mr James Dobson suggested that we encourage residents to make them and then put fluorescent jackets on them. Mr Peter Dobson stated that he thinks this may be illegal but asked Mr Ewart to obtain more details from Holton. Mr Peter Dobson stated that HPC has been advised by OCC Highways not to carry out road surveys at the moment. Mr Bearder asked if Councillors would like him to push the “20’s plenty” campaign with OCC. Mrs Hofen stated that this is a good idea. Mr Bearder stated that an OCC Officer has been given the responsibility to prioritise “20’s plenty”. Wheatley Parish Council are keen for this on London Road. Councillors agreed for Mr Bearder to progress this for us.
- c. Mrs Yendole reported that there are often cars parked in the bus stops, and now that there is a bus service and a school bus in operation, this is dangerous. Mr Burgess asked Mrs Yendole to report this matter to OCC Fix My Street. Mrs Legg stated that parking issues are TVP responsibility at the moment, so this should be reported to 101.
- d. Mrs Oakley stated that HPC should look at a new noticeboard at Gateley and a replacement noticeboard outside the village shop.
Mrs Oakley stated that there is a lot of roadworks in the village at the moment with traffic signs in place. If people saw guy fawkes statues along Cuddesdon Road it would do some good. Mrs Oakley suggested that HPC should contact the resident who was recently awarded the Art Award from HSPC and ask her to make the statues. Mrs Legg will pass on the resident’s details to Mrs Oakley.

Public:

- e. Mr Lee Clarke asked if there is any update on the Cycle Speedway lease. Mrs Legg stated that when applying for grants, they need to have a 30-50 year lease in place. It was suggested that the lease could be for 30 years with 2 x 10 year extensions. Mrs Legg asked what the terms are with the Cricket Club lease as it would be nice to be on an equal par with the Cricket Club. Mr James Dobson stated that the Cricket Club lease is with the Village Hall. Mr Peter Dobson will find out the details. It was agreed that this will be discussed at the next meeting. Mr James Dobson asked if we are going to get the lease drawn up for agreement at the next meeting. Mr Peter Dobson stated that Mr Clarke has a template lease that can be

used. It was agreed that Mr Burgess, Mr Clarke and Mrs Legg will meet to discuss the details, which will then be considered for approval at the next Parish Council meeting in March. Mr Peter Dobson stated a peppercorn rent of £10.00 per year and the lease must state that the land will revert back to HPC. Mr James Dobson stated that if Cycle Speedway becomes inactive by the Management Committee is a bigger concern.

- f. Mrs Legg stated that she has given the information about Wheatley Parish Council's newsletter to the Clerk and to Mrs Riley. Mrs Riley has spoken with Mr Brian Lowe regarding the PCC newsletter and is looking for someone to do the editing on it.
- g. Mrs Gillespie suggested that the guy fawkes statues be made of plastic so they are more weather resistant. Mrs Oakley will liaise with Mr Dobson.

36/21 DATE OF NEXT MEETINGS.

Horspath Stone Pit Charity Meeting – Date to be arranged.

Parish Council Planning Meeting – Tuesday 16th February 2021. (To be confirmed).

Horspath Parish Council Meeting – Tuesday 2nd March 2021.

Signed.....

Date.....