

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 7th January 2020
At 8.00pm in HORSPATH VILLAGE HALL.

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

Apologies Mr J Dobson, Mrs H Palmer.

Absent:
Public: 9

01/20 APOLOGIES FOR ABSENCE. – Apologies were made on behalf of Mr J Dobson and Mrs H Palmer. Mr Peter Dobson informed Councillors that Mrs Palmer has decided to retire from her position as Parish Councillor with effect from February 2020, but has kindly agreed to continue to manage the website. Mr Peter Dobson passed thanks to Mrs Palmer for her hard work and support over the years, particularly for managing the Parish Council website and for her involvement as the Horspath Parish Council representative on the County Transport Committee. The Clerk will send a letter of thanks to Mrs Palmer.

02/20 DECLARATION OF INTEREST. – None.

03/20 EMERGENCY BUSINESS. – None.

04/20 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 3rd December 2019 were agreed as correct and signed by the Chairman.

The Minutes of the Parish Council Planning Meeting held on 17th December 2019 were agreed as correct and signed by the Chairman.

05/20 MATTERS ARISING.

Mr Ewart stated that the hedge at the bottom of the Bowley Field needs to be cut back to make a new pathway. Mr Peter Dobson stated that both he and Mr Burgess have inspected the area and have a schedule of works to be carried out to open up the area. Mr Burgess stated that works on the path from the Burial Ground to the Church will be carried out in March 2020.

Mr Ewart asked if the combined footpath on the cycle track alongside Oxford Road by the old Pumping Station can be included on the SODC Deep Clean as the overgrowth all needs to be cut back. Mr Peter Dobson stated that this is not part of the Deep Clean, but it will be cleared after the hedge cutting has taken place.

204/19 Clerk Update – Rospa Report – Mr Peter Dobson stated that at the last meeting Councillors agreed that this will be deferred until more information is received from the members of Horspath Sports Association. Mr Peter Dobson stated that HPC needs to arrange for the repair of the play equipment and the hazardous paving slabs as soon as possible to keep the Play Area open for the time being. In the meantime, we will wait for Horspath Sports Association to provide more details on the new project as this is likely to take several months. Mr Burgess proposed that repairs in the Play Area by the Village Hall are carried out as well as the repairs to the paving slabs and that any items of equipment in the top Play Area that are considered to be unsafe are removed. Councillors agreed to the work on the Play Area by the Village Hall and the paving slabs around it but decided to defer any work in the top Play Area until the next meeting when more information from Horspath Sports Association will be available.

06/20 PLANNING APPLICATIONS.

- P19/S4613/ FUL** **Land to rear of 128 Gidley Way, Horspath (Full Application)**
Variation of condition 2 of application P19/S1778/FUL to enable for the provision of fully submerged basement area and minor changes to external appearance and surface treatments. - **Horspath Parish Council fully supports this application and recommends that it be approved.**
- P19/S3188/ HH** **37 Cuddesdon Road, Horspath (Householder)**
Double storey side and part double storey rear extension. Single storey rear extension. - **Horspath Parish Council fully supports this application and recommends that it be approved.**
- P19/S4014/ HH** **Broadfields, 27 Cuddesdon Road, Horspath (Other)**
Convert a garden building and add an extension. - **Horspath Parish Council fully supports this application and recommends that it be approved.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P19/S3080/ HH** **130 Gidley Way, Horspath (Householder)**
Single storey rear extension. – **Granted.**
- P19/S3132/ LDP** **34 Blenheim Road, Horspath**
Certificate of lawful use for the demolition of existing “nissen” type shed building, erection of replacement garage, gym, office and ancillary room. - **Granted.**

Mrs Oakley reported that she has received complaints from neighbours at the top of Gidley Way regarding a caravan site at the far end of Sandy Lane. SODC has confirmed that they have not received a planning application for a change for a use to the existing site. The owner of the site has said that he has a licence for five touring caravans on the site. It was agreed that the Clerk will write and inform SODC. Mrs Oakley asked Mrs Gillespie to also look into this. Mrs Gillespie stated that the owner will be allowed temporary planning permission but will need to apply for permanent planning permission. A neighbour was present at the meeting and stated that the area has all been fenced off and the front fence moved forward with trees in front. There is an electric box at the back of the yard, and shower and toilet facilities have been installed. The neighbour stated that more cars and caravans going up and down the lane will be ridiculous.

07/20 CLERK'S UPDATE.

Abandoned Car in College Way – The Clerk has reported this vehicle to SODC.

Rospa Report – Oxford Direct Services has provided a quotation for the repairs.

Horse Chestnut Tree at Manor Farm Rd – SODC has now given permission for a revised specification of tree works; to lift the crown to a height of 4m above ground level by removing branch tips only. A revised quotation has been requested from Mr Prior. Councillors agreed that the Clerk accept the quotation from Mr Prior and arrange for the work to be carried out.

Speed Indication Device – The Clerk reported that PCSO Davey has stated that TVP are now deciding whether to repair the device or replace it. Councillors requested that the Clerk contact TVP to enquire into the possibility of installing a permanent speed camera. PCSO Davey is hoping to attend the February Parish Council meeting.

SODC Deep Cleanse – The Clerk has requested that the grass that has overgrown onto the footpath on the east side of the bridge on Oxford Road be cut right back to allow room for pedestrians to walk safely.

CIL Payments – The Clerk has completed the declaration form and returned it to SODC as requested.

Diocesan Trustees (Oxford) Ltd – The Clerk has informed the Diocesan Trustees that Horspath Pre-School Nursery pays an annual rent to HPC for the use of the Portakabin only.

HSPC Accountancy Fee – The Clerk has raised a cheque for £840.00 to cover the fee for the accounts to be finalised by Barnes4Business.

08/20 DRAFT PRECEPT 2020/21.

The Clerk circulated a copy of the draft Precept to all Councillors at the December meeting. Councillors discussed the recent request from Maple Tree Children's Centre for a donation. Cllr. Bearder stated that Wheatley Parish Council originally donated £10,000.00 per year but this amount has now been reduced. Cllr. Bearder has donated his total allowance from the Priority Fund of £15,000.00 to the centre, and stated that if local villages do not support the centre, we will lose it. There are currently 17 families in Horspath that use the centre. Mr Peter Dobson suggested that a donation to the Centre is made in two parts, £250.00 for the current financial year, and then look into the possibility of a donation in the next financial year from HSPC, subject to seeking advice from Mrs Hennessy, Charity Solicitor. Councillors all agreed to this suggestion. Councillors agreed that the Precept for 2020/21 will be set at £33,000.00.

09/20 BUS SERVICE – Update.

Mr Peter Dobson reported that the PMU bus service is now in operation and appears to be doing well. Mr Peter Dobson thanked representatives on the Bus Service Sub-Committee for attending meetings over the last two years and reinstating a bus service in the village. Mr Peter Dobson also thanked Mrs Hofen who project-managed and negotiated the new PMU bus service which will be trialled for six months. Mr Peter Dobson stated that this is the best bus service that Horspath has ever had in the village. The training and engagement session held by Oxford Bus Company was very useful for residents. Mr Peter Dobson stated that OXNAV caused some confusion at the event held to introduce PMU on 6th January 2020 by introducing an alternative service expected to start at the end of the spring. Mr Ewart stated that the alternative service will be funded by OCC, but they are currently looking for a second volunteer bus driver, and if this is not possible, there may be a cost of £9,000 to be met. Mr Peter Dobson stated that he did question if the alternative service is all set up, and it appears that OCC has not got the permits nor applied for the licence as yet. Mr Peter Dobson stated that he didn't want this to confuse the PMU service that has just started, but it may be better for residents who do not have access to a mobile phone, and therefore cannot use the required App. Cllr Bearder stated that Mr Christopher Gowers keeps promising a bus service but he is not delivering. This cannot happen unless Mr Gowers gets £57k CIL money which will buy 1 or 2 mini buses, but they will still require volunteers to drive the mini buses. Mr Gowers is aware that Horspath is operating a trial with the PMU service, and if it is well received it may be possible to expand the service to Wheatley. Mr Harris stated that he has attended the bus meetings and suggested that it would be better to delay the service starting in the spring until Wheatley loses the Oxford Brookes bus service. Cllr. Bearder stated that a service from Wheatley is not starting yet, and they will decide when to launch the service when they are ready and it is possible that they will consider the PMU service.

Mrs Hofen stated that with regards to the PMU service going to Littleworth, Wheatley etc., the only thing stopping it is the funding, and if OCC are prepared to fund a volunteer service for £57k, this money could be used to start the PMU service in these areas, which will be operated by a bus company. Cllr. Bearder stated that the Bartons have made their service viable, which is why Wheatley are attracted to it as a model but this may change as it is not clear if S106 money can be used for a Dial-A-Ride type of service. Mrs Gillespie stated that Garsington are also interested in this service, so there needs to be strong dialogue between the villages. Mrs Hofen stated that the PMU service is very keen to include Garsington in particular. Mrs Oakley stated that Garsington has so many buses going through their village.

Mrs Hofen passed thanks to the Friends of Horspath for carrying out the leaflet drop to all houses in the village, and Mrs Hofen will organise a donation to them. Mr Peter Dobson passed thanks to Mrs Hofen for her work on this project.

10/20 DISTRICT & COUNTY COUNCILLOR REPORTS.

Cllr Tim Bearder (County Councillor) – Cllr Bearder reported that all Council meetings at OCC have been cancelled due to the elections. Cllr Bearder reported that OCC is doing away with all lay-bys on the A40 between Headington and Wheatley.

Cllr Bearder stated that there is an ongoing issue with parking in South Oxfordshire. SODC used to rely on TVP to deal with parking issues, but that is not happening. Several Councils have their own civil enforcement teams in place and the Vale of White Horse District Council is starting to enforce it. It is estimated that the cost to get everything up to speed will be £400k, but it is not clear who will pay for it. After a couple of years this cost will be covered by the fines issued. Cllr Bearder stated that it should be OCC who pays this set up cost as they are responsible for signs and white road markings.

Cllr Bearder stated that Cllr Bartington is working on improving the safety of the cycle track and the chicane on Oxford Road, Horspath to ensure that it is kept clear for cyclists. Mr Peter Dobson stated that HPC is looking to seek guidance from OCC with regards to the chicane and any money available will be used to replace the existing chicane. Mr Peter Dobson stated that the green cycle path at the front of BMW has now been painted over.

Cllr Elizabeth Gillespie (District Councillor) – Mrs Gillespie reported that it is not good news in SODC as Secretary of State in the Ministry of Housing, Communities, and Local Government, The Right Honourable Robert Jenrick, MP, has suspended the power of SODC to withdraw the submitted Local Plan 2034. A letter received at SODC today states that Robert Jenrick, MP, is minded to give the power to OCC unless SODC can state legally valid reasons why he should not do so. Mrs Gillespie stated that this is appalling and it is the first time that it has ever happened. If the power is given to OCC, they will use our SODC Officers and then charge us for it. The Chief Executive of SODC probably made a huge mistake not replying to Robert Jenrick earlier clearly stating that SODC does have an adopted Local Plan in place in the form of the Core Strategy (2012) and the saved policies from the South Oxfordshire Local Plan (2011), and intends meanwhile to develop an ambitious but more sustainable new Plan. Mrs Gillespie stated that there is legal grounds to fight this decision as there is an adequate adopted Local Plan in place which provides for a 9-year housing land supply for the District. Mr Harris stated that it is not too late for a letter to be sent to Robert Jenrick, MP and SODC Councillors should insist that this is done. Mrs Gillespie stated that SODC Councillors have said that they are going to do it. Mr Harris asked if it would help if Parish Councils wrote to SODC suggesting that they write to Robert Jenrick, MP. Mrs Gillespie stated that SODC need as much pressure as possible. Mr Harris also stated that SODC will need a good planning lawyer to take Robert Jenrick, MP, to court. Mr Harris stated that he has seen SODC Planning Officers present in the Oxford Local Plan 2036 Examination in Public hearings, but apart from stating their names, they said nothing of significance to the presiding Inspector. Mrs Gillespie stated that this is because they have been told that they are not allowed to talk about the SODC Local Plan in public.

Mrs Gillespie stated that with regards to the Oxford-Cambridge Expressway, prior to the election we were told that it will be reviewed, but she has doubts about that as they still want to build the houses. Mrs Gillespie stated that SODC will fight this.

Mrs Gillespie stated that Mrs Sue Cooper, Leader of SODC has written to Robert Jenrick, MP, to ask that the Council Tax in South Oxfordshire be raised over and above the Government guidelines.

Mrs Gillespie stated that there is currently a lack of Localism, but no-one wants to or can see the benefits of merging District Councils.

11/20 CORRESPONDENCE.

- a. RSN. - The Rural Bulletin. – 3/12/19, 10/12/19, 17/12/19, 27/12/19, – (Circulated via email).
- b. Oxfordshire South & Vale Citizens Advice – Donation Request. – (Circulated via email). – **Councillors agreed a donation of £100.00.**
- c. Team Rubicon – Sports Coaching and Facilities. – (circulated via email).
- d. Community Outreach – Horspath Village Dental Resource. – (Circulated via email).
- e. NALC – Chief Executive’s Bulletin 6/12/19, 13/12/19, 20/12/19 – (Circulated via email).
- f. OALC – Website Accessibility Course 22/1/20. – (circulated via email).
- g. RSN – Rural Funding Digest December 2019. – (Circulated via email).
- h. M Ivan Wright – Meeting at the Oxford Green Fair. – (Circulated via email).
- i. OALC – Community Resilience & Section 137 limit for 2020/21. – (Circulated via email).
- j. OGBN – Oxford-Cambridge Expressway. – (circulated via email).
- k. SODC – Electoral Register 2019/20.*
- l. Shotover Preservation Society. – Winter Newsletter. – (circulated via email).
- m. CPRE – General Election – Is your candidate prepared to protect Oxfordshire? – (Circulated via email).
- n. No Expressway Group – Urgent Letter from No Expressway Group. – (Circulated via email).
- o. OALC – November Update for Members. – (Circulated via email).
- p. Open Spaces Society – Christmas Greetings. – (Circulated via email).
- q. NALC – Chairman’s Open Letter to all Councillors. – (Circulated via email).
- r. TVP – Police & Crime Bulletin December 2019. – (Circulated via email).
- s. SODC – District Council team win a prestigious National Award. – (Circulated via email).
- t. Wheatley Parish Council – Dec 19/Jan 20 Newsletter. – (Circulated via email).
- u. Cllr Bearder – Road between Woodeaton and Islip. – (Circulated via email).
- v. ONPA – December 2019 Mailing. – (Circulated via email).
- w. NALC – LCR Winter Survey. – (Circulated via email).
- x. OCC – A Winter Health Message for Residents. – (Circulated via email).
- y. Maple Tree Children’s Centre – Donation Request. – (circulated via email). – **Councillors agreed a donation of £250.00 for this financial year and then they will look at the possibility of another donation in 2020/21.**
- z. OCC – Temporary Road Closure:- Littleworth – Un-named Road running through Littleworth. – (Circulated via email).
- aa. OCC – Housing Affects your Health – Article. – (Circulated via email).
- bb. CPRE – Oxford City “need” to be met: “Wolf” threat in Chesterton. – (Circulated via email).
- cc. SODC – Motions agreed at Council Meeting – 19th December 2019. – (Circulated via email).
- dd. OCC – Determination of Application to De-register land wrongly registered as Village Green at 3 Church Road, Horspath. – (Circulated via email).
- ee. Cllr. Tim Bearder – Motion Letter from Full Council. – (Circulated via email).
- ff. OALC – December 2019 Update. – (Circulated via email).
- gg. Wheatley Parish Council – December 2019 Newsletter.*
- hh. Open Spaces Society – Defending Commons, Green Spaces and Paths.*
- ii. NALC – Spring Conference 2020. – (Circulated via email).
- jj. The Maple Tree Children’s Centre – Summary of Annual Report 2018/19. – (Circulated via email).
** original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

12/20 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2714	001 Taxis	December Minibus Service		144.00
2715	Chris Lewis Fire & Security	Call out charge & replace 2 batteries	15.05	90.30
2716	Mrs Hayley Kogel	Salary 24/11/19-24/12/19		544.08
2717	Mrs Hayley Kogel	Home Office December 2019 Stationary		30.00 2.10
2718	001 Taxis	January Minibus Service		192.00
		TOTAL	15.05	1002.48

13/20 RECEIPTS.

Date	Received from	Details	Total £
6.11.19	Mid Counties Cooperative	1 x Memorial	125.00
		TOTAL	125.00

14/20 AOB.

- a. Mrs Oakley reported that all of the salt bins in the village have been filled. Mr Burgess stated that the bulk delivery of salt has also been received.
Mrs Oakley stated that they will be taking the Christmas tree down on Saturday morning at 9.30am.
- b. Mrs Hofen asked if the draft 10-year plan should be circulated to all Trustees, including Independent Advisors in advance of the HSPT meeting on 23rd January 2020. Mr Peter Dobson agreed for the document to be circulated.
Mrs Hofen reported that the 30mph sign by the chicane that lights up as you approach it is situated on the wrong side of the road, so it needs to be as located on the right hand side as you come down the hill, not the left side. Mrs Hofen stated that this sign probably wasn't moved when the chicane was moved. Cllr Bearder will look into this on our behalf.
- c. Mr Ewart passed thanks to HPC from Emily Elias, Secretary for the Benefice, for the use of the Village Green for the village Christmas Carol event.
- d. Mr Peter Dobson has been asked by a resident to consider the condition, and the maintenance required of the bus shelter at Gateley. Mr Peter Dobson will look at the shelter and report back at the next meeting. Mr Peter Dobson stated that there is a constant problem with cars parking permanently on the road from the shop all the way up Church Road, which would obstruct any emergency vehicle trying to pass. Mr Peter Dobson stated this is a Police issue. Cllr Bearder stated that OCC is at least a year away from civil enforcement. Mr Ewart stated that equally, parking on pavements in the village is also a problem. Mr Peter Dobson stated that parking on pavements is permitted as long as the vehicle doesn't cause an obstruction. Mr Harris stated that when a vehicle is parked on the pavement and a specific person, pushchair or wheel chair user cannot pass, then it becomes an offence and the Police will take action.

Public:-

- e. Mr Leigh Smith stated that when his wife had their first child the Maple Tree Centre was not opened and in the first six months they had several issues with their baby, which meant travelling to different health centres, GP surgeries and baby groups for advice. The Maple Tree Centre offers a full range of help and advice for parents and it is in a centre surrounded by toys for the children and refreshments for the parents, and everyone is made to feel welcome, and it is an ideal place to meet other parents. The latest figures provided by the Maple Tree indicate that there are 17 families in Horspath who use the Centre regularly. Mr Smith stated that other surrounding Parish Councils are supporting the Maple Tree Centre financially and he was very disappointed when HPC previously gave a £50 donation. Mr Peter Dobson stated that the Maple Tree Centre is an excellent facility but we have to dis-regard HSPC as a Parish Council resource, so

HPC is in the same position as other Parish Council's financially. Mr Peter Dobson stated that HPC is very fortunate to have HSPC, but we have to comply with the rules of the charity on how to spend the money. Mr Peter Dobson stated that HPC is in the process of producing a 10-year business plan, which will then be sent on to the Charity Commission for approval. It is not always permitted to spend the money where people want us to spend it, as it has to comply with the Charity rules. Mr Peter Dobson agreed that the Clerk will contact Mrs Hennessy, Charity Solicitor, to seek advice on the possibility of donating money to the Maple Tree Centre from HSPC. Mrs Gillespie suggested that HSPC should individually finance each child from the village that uses the centre. Mr Peter Dobson stated that he would rather not comment on that possibility at this stage until further advice has been sought, and when there are potential changes coming in the future. Mr Smith stated that he was hoping that HPC would make the donation, not HSPC. Mr Peter Dobson stated to Mr Smith that he has listened and understands his reasons, so HPC has agreed a donation of £250.00 for this financial year and then we will act on the advice received from the Charity Solicitor and consider a further grant for 2020/21. Mrs Hofen stated that she has used the Maple Tree Centre in the past and it is a really good resource and we need to look after that facility.

- f. Mr Aries reported that the fence on the right hand side round the Village Green by the bridge has all broken down and children are going up on the embankment. Mr Harris stated that this close board wooden fence was probably put up by Mr Kelly and that a wire fencing separates Mr Kelly's land from the railway bridge. Mr Peter Dobson will look at the fence and report back at the next meeting. Mr Aries stated that there are approximately 30 Christmas trees by his house waiting to be collected. Mr Peter Dobson stated that SODC will be collecting the trees on Monday 13th January 2020.
- g. Mr Burn stated that with regards to the caravan site at the top of Sandy Lane, he was a member of the Caravan Club years ago, and as there are basic facilities on site, it is possible that the Caravan Club has issued a certificate for that location.
- h. Mrs Burn stated that the new PMU service is amazing and she congratulated HPC for setting up the service. Mr Peter Dobson stated that he hopes that the service works for everyone in the village, and residents need to use it or lose it. Another resident also commented that the PMU service is great, having used it on Monday.
- i. Mr Clarke reported that a green Peugeot car with no tax or MOT has been abandoned outside No. 6 Manor Drive. Mr Clarke will email the details to the Clerk to report to SODC. Mr Peter Dobson stated that HPC encourages people to use the Village Hall car park rather than park on the roads. Mr Clarke stated that in the summer when cricket matches are being played, cars will be parked out on the road. Mr Clarke suggested that HPC should look at different ways to police it.
- j. Mr Sewell, a Trustee of the Maple Tree Centre thanked HPC for the donation this evening and stated that he is happy to provide any more information to Councillors about the Centre if required. Mr Sewell stated that for some children, the Maple Tree Centre gives them the best start in life and also a safety net.
- k. Mr Hamlet asked for the expected timescale for work to start on the chicane on Oxford Road as it is 6 years since a meeting with OCC took place to look at options. Mr Peter Dobson stated that HPC is looking for volunteers to help with this project. We need a Project Manager to take this forward, and if we can't find a volunteer to do it, HPC will need to look at employing a company to do it which will add to the total cost. Mr Peter Dobson stated that HPC will look at starting the project this year, but volunteer support will be required. Cllr Bearder stated that Cllr. Bartington has described the chicane as un-safe and the worst piece of infrastructure for cycling that she has seen. Mr Peter Dobson stated that the chicane was installed to the specification provided by OCC. Mr Peter Dobson suggested that Cllr Bearder should invite Cllr Bartington to the next Parish Council meeting. Mr Harris stated that Cllr Bartington can only recommend what OCC should be doing. Mr Peter Dobson stated that a Sub-Committee needs to be formed to take this project forward. Mr Hamlet stated that the chicane needs to be removed and HPC needs to look at slowing the traffic under the bridge as children stand there at the bus stop and there has recently been a child injured.

Mr Hamlet asked if the proposed project for a football pitch is only going to be for children? Mr Peter Dobson stated that HPC is waiting for more information to come from Horspath Sports Association. Mr Hamlet stated that the area in mind is not big enough for a football pitch.

Mr Hamlet reported two dangerous potholes, one by the Hub and one in the Village Hall Car Park.

- l. A resident stated that she likes the chicane as it slows the cars down. Mr Peter Dobson stated that HPC will not be removing the chicane without replacing it with an alternative traffic calming measure, but further advice/guidance will be sought.

A resident reported that the footpath from Manor Farm Road to The Green by the War Memorial has disintegrated due to cars parking on it and by lorries driving over it.

- m. Mr Harper reported that vehicles are driving over Shotover by the reservoir onto Sandy Lane. Mr Peter Dobson stated that there has always been vehicle access at this location, so it would need to be changed to pedestrian use only if the vehicles are to be prohibited. Cllr Bearder stated that the houses there need to have vehicular access.

15/20 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st January 2020. To be confirmed).

Horspath Parish Council Meeting – Thursday 6th February 2020. (Please note change of date).

Signed.....

Date