

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

**HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 5th January 2021
At 8.00pm.**

Present: Mr D Burgess, Mr P Dobson (Chair), Mr J Dobson, Mr P Ewart, Mrs J Horne, Mrs B Oakley, Mrs H Kogel (Clerk). Mr T Bearder (County Councillor), Mrs E Gillespie (District Councillor).
Apologies Mrs L Hofen, Mrs J Dobson
Absent:
Public: 5

- 01/21 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mrs Hofen and Mrs Dobson.
02/21 DECLARATION OF INTEREST. – None.
03/21 EMERGENCY BUSINESS. – None.

04/21 PARISH COUNCILLOR VACANCIES. – 2 applications received.

Mrs Louise Yendole gave a short presentation to Councillors and explained how she feels that she will be able to assist the Parish Council. Mr Burgess proposed that Mrs Yendole is co-opted as a Parish Councillor, Seconded by Mrs Horne, In Favour – Unanimous.

Mr Michael Timbs gave a short presentation to Councillors and explained how he feels that he will be able to assist the Parish Council. Mrs Horne proposed that Mr Timbs is co-opted as a Parish Councillor, Seconded by Mr James Dobson, In Favour – Unanimous.

Mrs Yendole and Mr Timbs both signed the Declaration of Acceptance of Office forms in front of the Clerk, and then joined the meeting. Mr Peter Dobson welcomed Mrs Yendole and Mr Timbs to HPC.

05/21 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 1st December 2020, were amended on **Item 177/20, Planning Permissions/Refusal/Appeals to read:- P20/S3140/HH, 77 Gidley Way, Horspath - Replace existing garage flat roof with a pitched roof.** – Granted. The Minutes were then agreed as correct and signed by the Chairman.

06/21 MATTERS ARISING.

183/20 County Councillor Report – Mr Bearder - Mr Ewart stated that the new bus service started yesterday and has stopped today due to Covid-19. Mr Peter Dobson stated that the bus service has not stopped as public transport is still able to operate. Mr Bearder stated that he was the first customer to use the new bus service yesterday. Mr Bearder stated that the new service will not be affected by Covid-19, and by law has to stick to the published timetable.

Mr James Dobson requested that Item 12 – New Website, listed on the agenda is moved to a private session as it involves costs. Councillors agreed to this request.

07/21 PLANNING APPLICATIONS.

P20/S4516/ 45 Manor Farm Road, Horspath (Full Application)
FUL Rebuild a house including loft extension, side extension and extension of front elevation. –
Councillors fully support this application and recommend approval.

- P20/3269/ FUL** **Land to the rear of 128 Gidley Way, Horspath (Full Application)**
As amplified by supplementary soil report received on 10th December 2020. – **Councillors are concerned that the land has been identified as being contaminated with lead and arsenic. Councillors have requested that the levels of 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 will also liaise with SODC to ensure that the situation is monitored.
- P20/S4660/ HH** **23 Cuddesdon Road, Horspath (Householder)**
Attic conversion with dormers to front and rear and ground floor kitchen extension. - **Councillors fully support this application and recommend approval.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P20/S3922/ HH** **High Elms 39 Manor Drive, Horspath**
Single storey and two storey extensions to front elevation. External alterations to front elevation to include new windows and doors, new render coat over existing rendered walls, change roof tiles on lean to over garage to match main roof, insertion of two roof lights. Alterations to access and boundary wall. – **Granted.**
- P20/S4141/ HH** **Windy Ridge, 55 Gidley Way, Horspath (Householder)**
Demolition of existing conservatory and erection of single storey extension for additional living accommodation. – **Granted.**
- P20/S1141/ LDP** **84 Gidley Way, Horspath**
Certificate of lawful development for a proposed garage. – **Appeal dismissed.**
Mrs Gillespie stated that Emma Thomson, from the Enforcement Department at SODC will now deal with this matter. Mr James Dobson stated that the Enforcement Department would not attend site due to Covid-19, but earlier intervention with this application could have avoided this situation and would have saved SODC incurring costs with an appeal. Mrs Oakley stated that HPC reported this to SODC around four years ago. Mrs Gillespie stated that SODC Enforcement Officers were told by the Chief Executive of SODC that they were not allowed to make site visits due to Covid-19.

08/21 CLERK’S UPDATE.

Vehicle Speed Checks Cuddesdon Road & Oxford Road – Mr Jon Beale, Technical Officer, and OCC has advised that the speed checks are put on hold until the New Year.

Rospa Playground Inspection – The Clerk has confirmed with ODC that their quotation has been accepted, and is waiting for a date of when the works will be carried out.

Horspath Precept 20/21 – OALC has contacted the PWLB and is waiting for advice.

SODC Christmas tree Collection – The collection point will be the same as last year on Tuesday 12th January 2021, on the Village Green by the bus shelter. Trees to be dropped off on Monday 11th January 2021.

Fallen Tree Cuddesdon Road – Mr Prior has now removed the tree. He also confirmed that the tree was on the Village Green.

Gidley Way/Cuddesdon Road – A resident has reported to the Clerk that there is running water across the road at the junction of Gidley Way/Cuddesdon Road, which could lead to an accident if it becomes icy. The Clerk informed the resident that this has been reported to OCC Highways Department, but the resident replied stating that work has started on the repair today.

Spring Lane – The Clerk has reported the overgrown trees causing narrowing to the lane to OCC Highways, who have stated that the area has been inspected and it is not considered to be at intervention

level at the moment. They will continue to monitor the area. The Clerk will notify the two residents that reported this matter.

Christmas tree – Councillors agreed that a donation of £100.00 should be given to Mr Pettigrove as a contribution towards the costs of the Christmas tree that he donated.

Horspath Cycle Speedway – Mr Peter Dobson informed Mr Lee Clarke that HPC has committed to move forward with a new lease for Cycle Speedway, and will contact Blake Morgan to arrange for a lease to be drawn up. Mr Peter Dobson stated that we need to agree a value for the rent before we make contact with Blake Morgan. Mr Lee Clarke asked if HPC is moving forward with the template lease that was circulated. Mr Peter Dobson stated that a new lease needs to be drawn up and cannot be done by using a template lease and we need to look at electricity and water usage. Mr Lee Clarke confirmed that Cycle Speedway have their own electricity supply and account, but they do use the Village Hall water supply. Mr Lee Clarke stated that the previous lease stated a peppercorn rent of £1 per year. Mr Burgess suggested a revised peppercorn rent of £10 per year. Mr James Dobson agreed but added that HPC needs to look at inserting clauses into the lease, such as, if Cycle Speedway was no longer active, how would the land revert back. It was agreed that this will be discussed with Mr Lee Clarke. Mrs Oakley stated that the lease should stipulate that it is only for use by Cycle Speedway, and that the lease should be for 20 years. Mrs Legg stated that Cycle Speedway will need to look at this, as some grants stipulate that the lease must be for 25 years. Mrs Legg will pass the details on to the Clerk.

09/21 HORSPATH PRECEPT 21/22.

The Clerk circulated a draft copy of the Precept 21/22 to all Councillors at the December meeting. The Clerk reported that there is an additional £1500.00 to be included in the Precept for the increase in costs for emptying the dog hygiene bins.

Mrs Legg, Wheatley Parish Clerk, stated that Wheatley PC use SODC but want to look for a cheaper alternative for this service. Mr Peter Dobson stated that HPC also needs to look at alternatives. Mr Burgess reported that the bin in the adult play area had to be emptied as it was full. Mr Peter Dobson stated that this issue will be on-going at the moment with Covid-19, but we can't keep using the waste bins at the Village Hall as they charge by weight for emptying. Mr Burgess stated that if an additional bin was installed, SODC would want access for emptying the bin. Mr Burgess stated that another option would be to remove the bin completely. Mr James Dobson asked if biodegradable compostable bins would be an option as most dog waste bags are biodegradable. Mrs Gillespie stated that this increase in cost is absurd but there is not much difference in emptying costs from other suppliers. Mrs Gillespie suggested that the bins be replaced with normal litter bins. Mrs Gillespie will liaise with SODC Officers and report back to the Clerk. Mrs Legg suggested that HPC, Wheatley PC and Garsington PC might be able to work together to obtain better costs.

Mrs Legg stated that a possible village newsletter was discussed at the December meeting, and asked if there is any allocation in the Precept for that. Mr James Dobson stated that this could be put in under project funding along with any other projects, and if not used, can be used for something else.

The Clerk also requested that her hours be increased from January 2021 to account for the additional workload. This will be an additional £3636.00 that will need to be added to the Precept, which also includes the annual salary increase. Mr Burgess stated that HPC has an obligation to the Clerk with regards to a contract, holiday pay and pension etc. Mr Peter Dobson stated that he will look into all information provided by OALC with regards to the Clerk's employment at a later date. Mrs Horne stated that she can pass on the details of the independent HR Consultant that she uses for Horspath Nursery if required. Mr Peter Dobson stated that HPC has access to an HR Consultant through OALC that is free of charge. Mr Burgess stated that around £2,000.00 will be required in the Precept for the new website.

Mrs Oakley stated that this last year HPC was £11,000.00 short in the Precept, and HPC cut costs to fit. Residents in the village will not be happy that the Precept is increasing this year. Mr Burgess stated that

HPC has a legal obligation to provide services. Mr James Dobson stated that residents want the Parish Council to do more, and this will increase the Precept. We have maintained and reduced the Precept over the years and now is the time to increase the Precept to cover projects, and it is only a small amount over the number of households in the village.

Mrs Horne stated that Mr Timbs has offered to assist with the new website, could we accept this offer to save money. Mr Peter Dobson stated that he wants to recommend an outside source to provide the website, so that it is not a problem if and when people move on. Mr Timbs stated that if the sub-committee for the website would like to discuss, he is willing to give his advice and support in any way that he can.

Mr James Dobson suggested that the Precept is set at £40,000.00 to enable HPC to drive some projects forward.

Mr Burgess proposed that the Precept is set at £40,000.00, seconded by Mr James Dobson, In Favour – 7, Abstentions – 1.

Mr James Dobson suggested that due to the complexity of some of the items included in the Precept, and details to be confirmed with regards to the employment of the Clerk, he suggested that a finance sub-committee is formed to deal with these matters and also to attend training courses. It was agreed that this will be discussed at the next meeting.

10/21 EXTERNAL AUDIT 19/20.

The Clerk circulated a copy of the External Audit report to all Councillors at the December meeting. The Clerk commented on the following point raised in the report:-

Box 1 of the Accounting Statements for 2020 does not equal Box 7 for 2019 as is required. The difference is £191. Proper practices require that any adjustments made after the audit is closed should be made and the column marked 'Restated' and an explanation provided to the auditor. This suggests the Council should have answered 'No' to Assertion 1 of the Annual Governance Statement and will need to carefully consider the assertions when completing its 2021 Return. – **The Clerk has looked into this and cannot find an explanation, therefore as required by Moore, will insert “restated” on the annual return.**

11/21 VILLAGE MAINTENANCE ISSUES & LITTER BINS.

Discussed under Item 09/01.

12/21 NEW WEBSITE – Update.

This item will be discussed in a private session as agreed in Matters Arising.

13/21 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Tim Bearder (County Councillor) – Mr Bearder stated that he has a video of the first journey of the new bus service. It is a great service, but the worst possible time to launch the service with Covid-19. It is a 30 seater bus, so people can safely social distance.

Mr Bearder reported that SODC Planning Enforcement have an investigation logged regarding the activities taking place at the top of Gidley Way by the mobile home site. The man under investigation has recently been ordered to pay more than £3,900.00 for dumping waste in Beckley.

Mr Bearder has recently received complaints about the number of dog attacks happening at Shotover. Mr Bearder stated that it very complicated to enforce the byelaws at Shotover.

Mrs Elizabeth Gillespie (District Councillor) – Mrs Gillespie asked for an update on HPC's Neighbourhood Plan. Mrs Gillespie stated that if a Neighbourhood Plan is in place, the Parish Council is awarded 25% of CIL money, not 15% currently paid to Parish Councils without a Neighbourhood Plan. Garsington and Cuddesdon both have a plan in place. Mr Peter Dobson stated that we were advised not to do it at this stage.

Mrs Gillespie stated that there is a new group called “Community Interest Company”, with lawyers and barristers on board, who will be launching an appeal against the South Oxfordshire Local Plan 2034 on Monday on the grounds of excess housing and Green Belt, which is a substantial change to SODC policies. The lawyers have said that it’s a green issue, air pollution and coercion of Councillors who were pressured into voting in favour of the Local Plan, by being informed that they will be liable for any finances if the Local Plan doesn’t go through. Mr Robert Jenrick, Secretary of State for Housing stated that if SODC do not approve the Local Plan, he will give the power to OCC to implement the Local Plan, with the costs going to SODC, which would make SODC bankrupt, and Councillors would be lacking in their duties to the residents. The lawyers are confident that they can win the appeal. SODC has been informed about the appeal.

Mrs Gillespie stated that they are in the initial stages at the moment, but the cost for the appeal will be a minimum of £10,000.00, but could go up to £40,000.00, so they will be looking for a contribution from villages, and a request may be made to HSPC to help with funding. Mrs Gillespie stated that the barrister acting for CPRE have advised not to lodge an appeal.

Mrs Gillespie stated that with the new Local Plan, every planning application that is received will have to be looked at very carefully.

Mr Peter Dobson stated that further advice will be sought from Mr Harris and if necessary QC Saira Sheik.

14/21 CORRESPONDENCE.

- a. SODC – Vale & South Councils raise £53 million for community infrastructure. – (Circulated via email).
- b. Wheatley Park School. – Thank you for donation. – (Circulated via email).
- c. RSN – Rural Funding Digest December 2020. – (Circulated via email).
- d. OCC – Westgate Centre car park to close at times of high congestion. – (Circulated via email).
- e. SODC – Council Cabinets to consider Civil Parking Enforcement proposals. – (Circulated via email).
- f. OCC – Oxfordshire Libraries announces e-book short story competition 2021. – (Circulated via email).
- g. RSN. - The Rural Bulletin. – 1/12/20, 8/12/20, 15/12/20, 23/12/20. – (Circulated via email).
- h. TVP. – Police & Crime Bulletin November 2020. – (Circulated via email).
- i. SODC – South Oxfordshire Local Plan to be considered for adoption. – (Circulated via email).
- j. OCC. – Free parking at Oxford’s park and rides during Christmas period. – (Circulated via email).
- k. SODC. – People urged to support local traders in the Vale and South Oxfordshire as Councils confirm free parking days in the run up to Christmas. – (Circulated via email).
- l. NALC – Rebuilding Communities 31/11/20, 7/12/20. – (Circulated via email).
- m. OALC. – November Update for Member Councils. – (Circulated via email).
- n. NALC – Chief Executive’s Bulletin. 27/11/20, 4/12/20, 11/12/20, 17/12/20. – (Circulated via email).
- o. OCC. – Oxfordshire Trading Standards Message. – (Circulated via email).
- p. ONPA. – Group Meeting – Minutes & Presentation slides. – (Circulated via email).
- q. SODC. – South Town & Parish Council Update 26/11/20. – (Circulated via email).
- r. Need not Greed Oxfordshire. – Oxfordshire Strategic Vision must be clear on growth ambitions & local democracy. – (Circulated via email).
- s. SODC – Inspector’s Report on the South Oxfordshire Local Plan 2011-2035. – (Circulated via email).
- t. NALC. – Launches a new guide on community business. – (Circulated via email).
- u. Citizen’s Advice South & Vale. – New free phone number. – (Circulated via email).
- v. Shotover Preservation Society. – Winter Newsletter. – (Circulated via email).
- w. OPFA. – Coronavirus Update. – (Circulated via email).
- x. SODC – Information about the upcoming Census 2021 South. – (Circulated via email).
- y. OCC – Ridgeway visitors urged not to damage historic route. – (Circulated via email).

- z. Mrs A Julian. – Continuing concerns about boundary encroachment at rear of 80 Gidley Way, Horspath. – (Circulated via email). – **Noted.**
- aa. SODC – Councillors vote to adopt South Oxfordshire Local Plan. – (Circulated via email).
- bb. SODC – District Council update for Towns and Parishes in South Oxfordshire 10/12/20. – (Circulated via email).
- cc. Community First Oxfordshire. – Wishing you a Happy Christmas. – (Circulated via email).
- dd. OCC – Highway Teams increase customer satisfaction and receive national recognition. – (Circulated via email).
- ee. SODC – South & Vale Covid-19 response Councillor Grant Scheme, funding still available. – (Circulated via email).
- ff. Reeves Memorial Co Ltd – Memorial Application. – (circulated via email). – **Councillors approved this application subject to approval from Mr Horsley.**
- gg. OALC – Job advert and other things for your attention. – (Circulated via email).
- hh. ONPA. – December Mailing. – (Circulated via email).
- ii. Open Spaces Society. – December/News/Gifts. – (Circulated via email).
- jj. NALC. – Coronavirus Update 15.12.20. – (Circulated via email).
- kk. CPRE. – South Oxfordshire Local Plan gets green light at cost of Green Belt. – (Circulated via email).
- ll. SODC – South Oxfordshire Local Plan 2035 - Adoption of the Plan. – (Circulated via email)
- mm. Wheatley Parish Council – New #46 Bus Route. – (Circulated via email).
- nn. SODC – “Ask for help now if you think you will need it this Christmas” says Councils. – (Circulated via email).
- oo. Speed Safe. – Community Safety System. – (Circulated via email).
- pp. Oxfordshire Plan 2050. – Read our Open Thought summary report. – (Circulated via email).
- qq. Oxfordshire South & Vale Citizens Advice. – Grant Aid. – (Circulated via email). – **Councillors agreed to review this request in April 2021.**
- rr. SODC – South Oxfordshire makes changes to infrastructure spending. – (Circulated via email).
- ss. OALC. – December 2020 Update. – (Circulated via email).
- tt. Mr Martin Harris. – South Oxfordshire Local Plan – Possible legal challenge – Urgent- Further Information. – (Circulated via email). – **Mr Peter Dobson stated that Mrs Gillespie will need to discuss this matter with Mr Harris.**
- uu. Wheatley Park School. – Newsletter December 2020. – (Circulated via email).
- vv. Wheatley Park School. – Wheatley Park Prize Giving. – (Circulated via email).
- ww. SODC. – Town & Parish Councils Update. – (Circulated via email).
- xx. OCC. – Message sent on behalf of Cllr. Constance – OCC’s Climate Action Framework. – (Circulated via email).
- yy. OCC. – Reduce, Reuse, Recycle and Re-Gift this Christmas. – (Circulated via email).
- zz. Age UK Oxfordshire. – Please share our campaign to support older people during winter. – (Circulated via email).
- aaa. OPFA. – Coronavirus advice Tier 4. – (Circulated via email).
- bbb. Cllr. Tim Bearder. – Councillors Speech. – (Circulated via email).
- ccc. TVP. – Police & Crime Bulletin December 2020. – (Circulated via email).
- ddd. SODC. – A statement from Cllr. Sue Cooper, Leader of SODC. – (Circulated via email).
- eee. SODC. – Oxfordshire move to Tier 4 from Boxing Day. – (Circulated via email).
- fff. Open Spaces Society. – A big “Thank you” from Kate Ashbrook, General Secretary. – (Circulated via email).
- ggg. SODC – New Covid-19 grants available now for pubs. – (Circulated via email).

- hhh. Wheatley Oaks FC. – Older Women Activities. – (Circulated via email).
- iii. Mr Leigh Smith. – Email to thank Horspath Parish Council. – (Circulated via email). – **Noted. Mrs Oakley asked that the comments in the letter be forwarded to Natalie Oakley and also Emily Elias as they were also involved in the village activities.**
- jjj. OCC – New Year present for bus passengers in Oxfordshire. – (Circulated via email).
** original held by the Clerk, copy available on request.*
displayed on Village Hall & village noticeboards.

15/21 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office December 2020		30.00
		Postage & Stationery		51.37
		Zoom Monthly Subscription		14.39
BACS	Mrs Hayley Kogel	Salary 24/11/20 – 24/12/20		544.08
BACS	Mr R Burgess	2 x Fees for Land Registry Searches		12.00
		TOTAL		651.84

16/21 RECEIPTS.

Date	Received from	Details	Total £
7.12.20	Barclays Bank	Interest Business Premium Acct	0.46
		TOTAL	0.46

17/21 AOB.

- a. Mrs Horne confirmed receipt of the grant from HSPC.

Public:

- b. Mrs Riley stated that she will make contact with Michelle Legg, Wheatley Parish Clerk and also Garsington Parish Clerk to discuss how they produce their parish magazines. Mrs Riley stated that if HPC is having a new Parish website, there may not be a need for a village magazine.

The meeting closed to members of the public for Councillors to hold a private meeting.

18/21 DATE OF NEXT MEETINGS.

Horspath Stone Pit Charity Meeting – Date to be arranged.

Parish Council Planning Meeting – Tuesday 19th January 2021. (To be confirmed).

Horspath Parish Council Meeting – Tuesday 2nd February 2021.

Signed.....

Date.....