

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

**HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 7th July 2020
At 8.00pm.**

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

Apologies Mrs L Hofen, Mrs E Gillespie
(District Councillor).

Absent:
Public: 2

88/20 APOLOGIES FOR ABSENCE. – Apologies were made on behalf of Mrs Hofen and Mrs Gillespie.

89/20 DECLARATION OF INTEREST. – None.

90/20 EMERGENCY BUSINESS. – None.

91/20 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 2nd June 2020 were agreed as correct and signed by the Chairman.

92/20 MATTERS ARISING. – There were no matters arising.

93/20 PLANNING APPLICATIONS. – None.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P20/S0453/ 69-71 Gidley Way, Horspath

(Full Application)

FUL Demolition of an existing house and outbuildings and the erection of five flats and two semi-detached houses. – **Granted.**

P20/S1512/ 10 Spring Lane, Horspath

(Householder)

HH Single storey extension to side and rear. – **Granted.**

P20/S1489 Anona, 8 Manor Farm Road, Horspath

(Householder)

HH Single storey extension to front and rear. – **Granted.**

94/20 CLERK'S UPDATE.

Rospa Playground Inspection – The inspection on both Play Areas has been booked. The Inspector is running behind with appointments so this will now take place in August 2020. The Clerk has requested a date for the inspection to take place which is an additional £42.00+vat. The Inspector will make contact at the end of July.

Re-Opening of Play Areas – Mr Peter Dobson has been to look at the Play Areas, and there is work that needs to be done before it can reopen. Mr Hamlet has carried out essential works on the slabs to ensure that they are safe. Mr Peter Dobson has displayed signage around the Play Area stating that the area is closed due to Covid-19 and locked the gate. Mr Peter Dobson asked Councillors if the Play Area should be opened to the public before or after the inspection takes place. Mr Burgess stated that the Play Areas are being used, despite the areas being closed. Mrs Legg, Wheatley Parish Clerk, stated that Littleworth PC are carrying out cleaning of the play equipment themselves. Mrs Legg is researching contractors that would be able to spray the equipment on a regular basis, and she is waiting to receive a quotation. Mr Burgess

proposed that the Play Areas are opened prior to the inspection in August, with appropriate safety signage in place with regards to Covid-19, seconded by Mr Ewart, In Favour – Unanimous.

80 Gidley Way – An email has been sent to Mrs Anne Wilkinson, SODC Enforcement Officer raising concern over the development at this site. Mrs Wilkinson will update the Clerk on any further developments and when she has completed her investigation and the final outcome.

Mrs Oakley reported that an architect has visited 3 of the local neighbours and showed them sub-standard plans for 3 new houses. The entrance to the new houses will be from between 78 & 80 Gidley Way.

Precept 20/21 – The Clerk will circulate a letter to all Councillors regarding the Precept. Mr Harris stated that if SODC is retaining money from HPC, they should pay it, and this matter should be escalated to the Chief Executive and the Leader of SODC. Mr Harris also suggested that the Clerk contact Mrs Gillespie for her assistance, and contact the PC's accountant for further advice, and contact the PC's insurance company to see if our policy covers any financial losses. The Clerk will send the information to Mr Tim Bearder, who also offered to help. Mr James Dobson stated that he is mindful that the best we will get from SODC is a loan for the year, which will then mean a double raise on the Precept for next year. Mr Peter Dobson stated that the Precept for last two years was £22,000.00, so it just means that this financial year will be the same. Mr James Dobson proposed that an urgent financial meeting is held to look at the finances and what impact this could have on HPC, seconded by Mr Burgess, In Favour – 5, Abstentions – 1.

Horspath Calendar – Mr Underdown has accepted the offer for HPC to underwrite the cost of the calendars, with the money being repaid when the calendars have been sold. Mr Underdown will also apply to HSPC to cover the cost of the production of the calendars.

Chequers Inn Car Park – The Clerk has written to the tenant advising him that any correspondence with regards to the rent for the Car Park should come from S T Properties Ltd. The Clerk confirmed that the quarterly rent due in June 2020 has been paid.

Churchyard – The Clerk has email Sheila Frankum to ask if any help is required with grass cutting the Churchyard. Mr Peter Dobson stated that a lot of work has been carried out in the Churchyard in the last week.

Wrigley's Solicitor's – The Clerk has contacted Blake Morgan to request that they go ahead and review the lease before consideration is given to assign the lease from Scoto Ltd to Thames Transit Ltd. Mr Peter Dobson stated that the rent that was due in June 2020 has been paid.

Properties with hedges over growing on to the footpath – A letter has been sent to a property on the Green and two properties at Gidley Way asking that their hedges be cut back away from the footpath. The two properties at Gidley Way have carried out the work, but the property on the Green has yet to be done.

War Memorial Insurance – The Clerk has confirmed that the current insurance in place for war memorials is £40,000.00.

Footpath, Manor Drive – OCC Highways has now repaired the footpath outside No. 8 Manor Drive.

3 Conker Trees Manor Drive – OCC Highways will arrange for the trees to be inspected.

Banner on the Bridge – OCC Highways will arrange for the banner to be removed.

Abandoned cars in the village – The Clerk has reported that 7 cars to SODC that have been abandoned in the village and in the village hall car park. Mrs Oakley reported a red van that has been abandoned at Gately for several months. Mr Peter Dobson stated that we need to ensure that any parked vehicles are legal before reporting them.

Horspath Cricket Club – The Clerk has received the invoice for the grass cutting of the recreation ground March – September 2020.

Caravan Site at Sandy Lane – Mrs Wilkinson, SODC Enforcement Officer has now closed this case as the caravans have now been removed.

Chris Lewis Fire & Security – The Clerk has received an invoice for yearly maintenance contract. Mr Peter Dobson stated that he is not comfortable that the correct maintenance for the contract is being

received, although the fire alarm is operational. Councillors agreed for the invoice to be paid and the maintenance will be monitored.

The Bridge – Mr Burgess reported that scaffolding contractors were inspecting the bridge last week to quote for putting up scaffolding.

95/20 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Tim Bearder (County Councillor) – Mr Bearder reported that Mr Ian Hudspeth, Leader of OCC has put forward a motion to postpone the elections next year, due to a financial situation where they have a £20 million deficit and the only way to address this is to form a permanent unitary authority. The Secretary of State is due to publish a white paper stating that all two tier Councils will go into a Unitary Council. Both Liberal Democrats and Labour will be voting against it.

Mr Bearder reported that the OCC received £300,000.00 from the Transport Fund, which was half of what they could have received. OCC has stated that they will do everything that they scheduled to do with this money. The only maintenance in the Wheatley division is the painting of white lines in Holton.

Mr Bearder reported that OCC has £2.9 million available for transport specialists to look at cycle pathways. The cost for a cycle pathway is £1 million for 1km of pathway. Mr Bearder was in discussions with regards to a cycle pathway in Church Way Wheatley, but this is not viable to include.

Mr Bearder reported that Mr King is pushing the cycle pathway from Horspath to BMW, and is taking it to the Council Ombudsman as it was the Council who ruled that this does not need to be done, despite the Cycling Policy. Mr Nick King will produce a document and circulate it to the Council.

Mr Bearder reported that a consultation took place last year regarding a Community Bus Service, and all people who replied to the consultation will be invited to attend a Zoom meeting to discuss the service. Mr Bearder will keep HPC updated.

96/20 PARISH COUNCILLOR VACANCIES.

Mr Peter Dobson stated that a vacancy notice needs to be advertised on the village noticeboard for additional Councillors. Mr Harris stated that he will be retiring from HPC in August and the EiP and suggested that the Council needs young active people to become Councillors. Mr James Dobson stated that interested applicants should apply in writing and give a presentation on how they can assist the Parish Council. Mr Peter Dobson stated that we need people who can contribute to the Council and who have skills to offer. Mrs Oakley asked if Councillors can approach people who they think would be beneficial to the Council? Mr Peter Dobson stated that the first stage is to advertise the vacancies on the village noticeboard. Mr James Dobson stated that presentations should be made at the September Parish Council meeting. Mr Burgess stated that presentations are better held in person rather than via Zoom. Mr Peter Dobson stated that for the time being meetings will continue to be held via Zoom. Mr Ewart suggested that this could also be advertised at the APM. It was agreed that the Clerk will advertise the positions.

97/20 CORRESPONDENCE.

- a. SODC – Volunteers make all the difference in South & Vale. – (Circulated via email).
- b. SODC – Parking charges to be re-introduced in South & Vale car parks. – (Circulated via email).
- c. Cllr Tim Bearder – Consultation: A40 London Road (Forest Hill) proposed layby closures. – (Circulated via email).
- d. OALC – May 2020 Update. – (Circulated via email).
- e. NALC – Chief Executive’s Bulletin 29/5/20, 12/6/20, 19/6/20, 26/6/20. - (Circulated via email).
- f. OCC – Oxfordshire Libraries – Digital Update May 2020. – (Circulated via email).
- g. NALC – Open letter to all Councillors. – (Circulated via email).

- h. NALC – New Model Code of Conduct Consultation. – (Circulated via email).
- i. OALC – Labour Party Consultation from NALC. – (Circulated via email).
- j. NALC – Newsletter 11/6/20, - (Circulated via email).
- k. DODC – District Council Update 10/6/20. – (Circulated via email).
- l. OALC - NALC & BHIB Risk Assessment Guide. – (circulated via email).
- m. NALC – NALC & BHIB release new Risk Assessment Guide. – (Circulated via email).
- n. OALC – Annual Report & Accounts & AGM Cancelled. – (Circulated via email).
- o. ONPA – June 2020 Mailing. – (Circulated via email).
- p. NALC – Publishes new edition of Points of Light. – (Circulated via email).
- q. RSN. - The Rural Bulletin. – 1/6/20, 9/6/20, 16/6/20, 23/6/20, 30/6/20. – (Circulated via email).
- r. CPRE – “FOI” to Secretary of State on cumulative Green Belt impact. – (Circulated via email).
- s. OCC – Information to support your well-being and health. – (Circulated via email).
- t. OCC – Bus gates, school streets, 20mph zones, and more space for cyclists on the agenda as County plans long term transformation. – (Circulated via email).
- u. CPRE – South Oxfordshire Local Plan; download Oxfordshire voice. – (Circulated via email).
- v. SODC – Council reminds residents to recycle responsibly. – (Circulated via email).
- w. OCC – People urged to wear face coverings and stay alert. – (Circulated via email).
- x. TEEC – Fully Compliant WCAG 2.1 Parish Council Website. – (Circulated via email). – **Mr Peter Dobson stated that we have a very good website that is managed by Mrs Palmer, but it does need to be reviewed and updated to comply with regulations. Mrs Legg reported that Wheatley Parish Council paid a third party approximately £2500.00 to carry out a complete overhaul of their website, which is now hosted by a third party and managed by the Clerk. Mrs Legg will pass the details onto the Clerk. Mr Peter Dobson stated that depending on cost and application could be submitted to HSPC to cover the cost. Mr Harris stated that it is important for the website to comply with the new regulations. Mr Harris stated that there is a village resident who assists Mrs Palmer is going to University in September, but could be asked if she would be interested in managing the website on a part-time basis. Mr Peter Dobson stated that HPC is only part of the overall website, and he is unsure how the future management would work. Mrs Oakley suggested that if advertising for new Parish Councillors, maybe state that an I.T expert would be beneficial. Mrs Oakley suggested that HPC has its own website and Mrs Palmer continue to manage the village website.**
- y. Open Spaces Society – AGM – This year’s process.*
- z. SODC – Update 17/6/20, 24/6/20. – (Circulated via email).
- aa. Oxford City Council – Oxford Local Plan 2036 – Adoption of the Plan. – (Circulated via email).
- bb. OCC – Pledge your support for carers week. – (Circulated via email).
- cc. NALC – Launches new publication on website accessibility. – (Circulated via email).
- dd. OALC – Online Chairmanship Skills Training 15/7/20. – (Circulated via email).
- ee. SODC – An open letter from the Leaders of South & Vale District Councils. – (Circulated via email).
- ff. NALC – Coronavirus – Information for Town & Parish Councils 3/6/20, 30/6/20,1/7/20. – (Circulated via email).
- gg. OCC – Shielding the vulnerable in Oxfordshire. – (Circulated via email).
- hh. Wheatley Parish Council – Newsletter June/July 2020. – (Circulated via email).
- ii. RSN – Rural Funding Digest June 2020. – (Circulated via email).
- jj. Oxford Task Force Volunteer – COVID-19 Testing Initiative. – (Circulated via email).
- kk. OALC – Managing Playgrounds & Outdoor Gyms. – (Circulated via email).
- ll. OALC – Easing of lockdown from 4th July 2020, NALC/SLCC statement. – (Circulated via email).
- mm. TVP – Police & Crime Bulletin June 2020. – (Circulated via email).

- mn. Open Spaces Society – AGM 2020. – (Circulated via email).
- oo. OALC – Autumn Training 2020. – (Circulated via email).
- pp. Ms Joanne Milton – Email regarding street recycling bins. – (Circulated via email). – **Mr Burgess will speak with Mr Patel with regards to the recycling bins and the Clerk will obtain approximate sizes.**
- qq. London Hearts – Parish and Town Council £200 rant. – (Circulated via email).
- rr. OCC – Longer term plans for permanent increases in cycleways will lead to a step-change in Oxfordshire’s cycling infrastructure. – (Circulated via email).
- ss. Oxford City Council – Naturespace challenge week. – (Circulated via email).
- tt. SODC – South & Vale welcome Didcot infrastructure news. – (Circulated via email).
- uu. OPFA – The re-opening of children’s playgrounds. – (Circulated via email).
- vv. Cllr. Tim Bearder – Robert Jenrick’s letter to Parish & Town Councils. – (Circulated via email).
- ww. OALC – Good neighbour information from the County Council. – (Circulated via email).
- xx. IMI – War Memorial Cleaning. – (Circulated via email).
- yy. Mr Wilson – Email regarding building work at 80 Gidley Way. – (Circulated via email). – **Noted.**
- zz. Ms Anne Wilkinson, SODC Enforcement Officer – 80 Gidley Way, Horspath. – (Circulated via email). – **Noted.**
- aaa. OALC – June Update for Members. – (Circulated via email).
- bbb. SODC – Update July 2020. – (Circulated via email).
- ccc. BHIB – Are your statues and war memorials adequately insured?. – (Circulated via email).
- ddd. BHIB – New funding opportunities for our charity clients throughout July. – (Circulated via email).
- eee. The Maple Tree Centre – Thank you for donation email.*
** original held by the Clerk, copy available on request.
 # displayed on Village Hall & village noticeboards.*

98/20 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2765	Mrs Hayley Kogel	Salary 24/5/20-24/6/20		544.08
2766	Mrs Hayley Kogel	Home Office June 2020		30.00
		Postage		2.94
		Zoom Monthly Subscription		14.39
2767	Open Spaces Society	Annual Subscription		45.00
		TOTAL		636.41

99/20 RECEIPTS – None.

100/20 AOB.

- a. Mr Harris reported that he is working with Garsington Parish Council to prepare a presentation for the South Oxfordshire Local Plan EiP, where he has been asked to speak on the Green Belt. Mr Harris stated that there were 120 applicants and only 20 spaces for speakers. The Inspector has allowed two speakers for the Green Belt.
- b. Mr James Dobson asked what is happening with the Horspath Feast due to take place in September. Mr Burgess stated that St Giles Fair has already been cancelled. Mr Burgess stated that he has been informed that Mr Pettigrove will definitely not be attending this year. It was agreed that the Clerk will contact Mr Pettigrove.
- c. Mrs Oakley reported that there were six residents in the village that expressed an interest in the shared ownership property in Butler Close that has recently been advertised for sale. Three of the residents put in

an offer on the property, but all of them were informed by the Estate Agent in Wheatley that they were unsuccessful. Mrs Oakley stated that offers on this property should have been by sealed bids as there was more than one bid. Mrs Oakley reported that the successful applicant is the Estate Agents daughter who lives in Wheatley. Mr Peter Dobson stated that he was contacted by a resident who was concerned about the fairness of the sale of this property, but this information was received third hand. Mr Peter Dobson asked for confirmation in writing from the applicant, but this was not received. Mr Peter Dobson stated that the Rural Housing Trust has stated that the owner of the property confirms the sale of the property. Mr Peter Dobson asked how the owner of the property is aware of the circumstances of the applicants as this information is confidential. Mr James Dobson stated that the Rural Housing Trust should be asked to outline the process of the sale of affordable houses, and then to confirm that this process was followed. Mr Peter Dobson stated that this will not help the residents who were interested in this property, but it will help applicants in the future. Mr James Dobson asked what the process is for advertising a property for sale and what the procedure is for applicants meeting the criteria. Mr Peter Dobson stated that the Rural Housing Association manage this through their website, but this property did not go onto the website, it went to an Estate Agent in Wheatley to manage who told applicants that they couldn't apply directly and that they had to go through the Rural Housing Trust. Mr Harris stated that planning permission for the affordable housing sites was approved as exception sites, on the condition that priority is given to people with strong village connections. Mr James Dobson stated that the Rural Housing Trust still owns the lion share of the properties and at the moment individuals do not feel that the sale process has been fair and they do not have an opportunity to discuss the process. HPC needs to be clear on the sale process for the future and the Rural Housing Trust need to be made aware that there are very strong feelings about this in the village. Mr James Dobson stated that the Rural Housing Trust should be invited to attend the August Parish Council meeting to discuss the process. It was agreed that the Clerk will write to the Rural Housing Trust.

Public:-

- C. Mrs Riley reported that the Village Hall Car Park needs tidying up and the hedges need cutting back. Mrs Riley stated that the fire alarm system is working well since being fitted with a new battery and circuit board. Mrs Riley stated that she has been asked if the Village Hall will reopen in September 2020, and as and when it does, should there be a price increase on rental fees. Mr Peter Dobson stated that a meeting of HVHMC will be arranged in the near future.

101/20 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st July 2020. To be confirmed).
Horspath Parish Council Meeting – Tuesday 4th August 2020.

Signed.....

Date.....