

HORSPATH PARISH COUNCIL  
**Minutes of the Annual Parish Council Meeting held on 7<sup>th</sup> May 2019**  
**At 8.00pm in HORSPATH VILLAGE HALL.**

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

**Apologies**

**Absent:** Mrs H Palmer, Mr K Brooks

**Public: 11**

The Clerk informed all Councillors that they must complete a Declaration of Acceptance form and the Register of Members Interests form and hand back to the Clerk.

**77/19 ELECTION OF CHAIRMAN.**

The Clerk invited nominations for the position of Chairman. Mrs Oakley proposed that Mr Peter Dobson continue in this position. All Councillors voted unanimously in favour of this proposal. Mr Peter Dobson accepted the position of Chairman.

Councillors agreed to defer the completion of Declaration of Acceptance forms and the Register of Members Interests forms until the next meeting for Mrs Palmer and Mr Brooks, after which time their positions will then be regarded as a vacant.

**78/19 CO-OPTION OF COUNCILLORS**

Mr Peter Dobson explained that Mr Harris didn't stand for election for personal reasons, however, he is willing to be co-opted onto the Parish Council to deal with the Planning issues raised by the South Oxfordshire Local Plan 2034. Mr Peter Dobson proposed that Mr Harris be co-opted as Parish Councillor. Councillors voted unanimously in favour. Mr Harris accepted the position and explained to Councillors that it would have been wrong to stand as a Councillor for the full term, when he really wishes to retire, but he is happy to stand in to deal with the Local Plan. Mr Peter Dobson passed thanks to Mr Harris for all of his hard work and wished him a healthy future.

**79/19 ELECTION OF OFFICERS.**

**Vice Chairman** – Councillors agreed to defer the appointment of anyone to this position.

**School Governor** – Mrs Oakley agreed to take on this position. Mr Peter Dobson will liaise with the School to confirm if they still require a representative from the Parish Council.

**Village Hall Committee** – Councillors agreed to defer the appointment of anyone to this position until such time that it has been discussed as an agenda item to give a clear remit for the position.

**Feast Money Collection** – Mr Burgess agreed to take on this position and arrange collection.

**Stagecoach Sub Committee** – Mr Harris, Mr James Dobson, Mrs Hofen and Mr Peter Dobson will be the nominated Councillors for the Sub-Committee, however, any Councillor available at the time is welcome to attend any arranged meetings of the Sub-Committee. Mr Harris suggested that having a Chartered Surveyor on board would also be helpful.

Mr Peter Dobson thanked Mr Horsley on behalf of all Councillors, who was present at the meeting as a member of the public for all of his help and support over the 24 years while he has been a Horspath Parish Councillor, with 8 years as Chairman. Mr Horsley was the lead Councillor in negotiating the new Stone Pit Lease and with the help of Councillors formed the Horspath Stone Pit Trust. Mr Horsley has agreed to continue to manage the Burial Ground and has offered to support the Parish Council when requested.

Mr Peter Dobson congratulated Mrs Gillespie on her re-election as the South Oxfordshire District Councillor for Garsington and Horspath ward, and thanked her for all of her help and support over the years.

**80/19 APOLOGIES FOR ABSENCE.** – There were no apologies to be made. Mrs Palmer, who was known to be un-well, and Mr Brooks were both absent from the meeting.

**81/19 DECLARATION OF INTEREST.** – None.

**82/19 EMERGENCY BUSINESS.** – None.

**83/19 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 2<sup>nd</sup> April 2019 were agreed as correct and signed by the Chairman.

**84/19 MATTERS ARISING.** – There were no matters arising.

**85/19 PLANNING APPLICATIONS.**

- P19/S1027/ 4 Gidley Way, Horspath (Full Application)**  
**FUL** Variation of condition 2 – improvements and amendments to roof structure (approved plans) on P15/S3822/FUL. – **Councillors have no objections to this application and recommend approval.**
- P19/S0993/ 34 Blenheim Road, Horspath (Certificate of Lawful Development)**  
**LDP** Demolition of existing “Nissen” type shed building, erection of replacement garage/ancillary room. **(For information only)**
- P19/S1294/ 137 Cuddesdon Road, Horspath**  
**FUL** Variation of Condition 2 of P19/S0122/FUL for revised drawings to enable internal layout changes. Demolition of existing residential building and non-implementation of approved ancillary outbuildings and erection of a split-level detached dwelling house containing primary and ancillary accommodation. Provision of new access from Cuddesdon Road. - **Horspath Parish Council has no objections to this application but wish the following comments to be taken into account:- Councillors encourage shared access rather than a new access to the property due to several accidents along this road over the years.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

- P19/S0739/ 3 Blenheim Road, Horspath (Householder)**  
**HH** Removal of existing glazed roof to conservatory and replacement with hipped solid roof. Side extension to enlarge existing bedroom and provide new end-suite there to.- **Granted.**
- P19/S0672/ 20 Spring Lane, Horspath (Householder)**  
**HH** Porch extension. – **Granted.**
- P19/S0873/ 9 Cuddesdon Road, Horspath (Householder)**  
**HH** Proposed single storey side and rear extension. – **Granted.**

**86/19 CLERK’S UPDATE.**

**Speed Watch Scheme** – PCSO Ede had booked out the Speed Indication device to Horspath for the first two weeks of June, however the machine is now out of order again which will cause a delay. Mrs Oakley stated that she has four volunteers who have offered to operate the device. Mrs Hofen stated that both she and her husband will also volunteer.

Mrs Oakley asked why the Parish Council cannot buy its own Speed Indication device. Mr Peter Dobson stated that training on how to use the device will be required and if it is done through TVP they will write to

motorists informing them about their speeding. Mrs Oakley suggested that after training has been provided, HPC should purchase their own device so that speed checks can be carried out regularly, and then advise TVP on the results so that they can still write to motorists. Mrs Hofen stated that she has written to HPC before suggesting that a speed camera should be installed along Cuddesdon Road. Mr Peter Dobson stated that this will be discussed in "Correspondence" and if necessary can be an agenda item for the June 2019 meeting.

**APM** – Councillors confirmed that the APM will be held on Monday 13<sup>th</sup> May 2019 at 8pm in the Village Hall.

**Free Litter Bins** – Oxford City Council still have some free litter bins available. Councillors agreed that the Clerk request four litter bins. Mrs Oakley agreed to take delivery of them.

**OCC** – The Clerk has reported the pot holes in Butts Road and the one just before the Hub.

**Replacement Bollards** – Two additional recycled plastic bollards have been ordered for The Green. The two damaged bollards have now been repaired.

**Sandy Lane** – The Clerk has reported the water leak to Thames Water and to OCC Highways.

#### **87/19 STATEMENT OF ACCOUNTS AND ANNUAL RETURN (AGAR) 2018/19.**

The Clerk circulated copies of the annual return and statement of accounts to all Councillors, which were agreed and signed by both the Clerk and the Chairman. The Clerk will now arrange for the internal audit to take place.

#### **88/19 PROPOSAL DEVELOPMENT OF PUMPING STATION SITE.**

Mr Peter Dobson and Mr Ewart carried out a site visit at the Pumping Station today. Mr Dobson stated that the site is impassable and requires a major clearance. Mr Dobson asked Councillors if we should carry out the clearance now and should we pay a contractor to do it or ask for volunteers. Mr Ewart stated that it is too big for volunteers to carry out as it is at least 40 metres in length or possibly 60 metres. Mr James Dobson stated that HPC should get three quotations to clear the site and also to secure the site. Mr Ewart stated that the quotation should also include a new gate and a new fence. Mr Peter Dobson stated that research needs to be carried out on the documentation available to prove that we own the site before any work is carried out. Mr Horsley stated that when this was last looked into, HPC could not prove that we owned the site. Mr Horsley stated that the cost of a Land Registry search is £85.00, and that should be done before any costs are involved in clearing the site. Mr Peter Dobson will check the documentation available before paying £85.00 for a Land Registry check is purchased. Mr Burgess stated that it is the bird nesting season at the moment, so now is not a good time for the clearance to take place. Mr Mutton stated that he was on the Parish Council when the land was given to HPC. Mr Ewart stated that the area needs to be secured for the time being. Mr Peter Dobson stated that ownership of the land needs to be established before any works commence.

#### **89/19 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**County Councillor** – Mr Tim Bearder informed Councillors that the Liberal Democrats won the recent Local Election and will now take over as part of a coalition with the Greens to be the majority group to run SODC. Mr Bearder stated that they are taking advice on how they can revoke the South Oxfordshire Local Plan 2034. They will also be looking to abolish the Oxfordshire Growth Board and the Oxfordshire Housing and Growth Deal. This will now mean that there will be no inappropriate building on Green Belt land. The Liberal Democrats also won the Election in the Vale of the White Horse District.

Mr Bearder stated that there is a meeting about the Oxford-Cambridge Expressway on 10<sup>th</sup> June 2019 at Beckley Village Hall at 7.30pm, where the Leader of Cherwell District Council will be answering questions.

**District Councillor – Mrs Gillespie** – Mrs Gillespie stated that she is delighted with the results of the recent Election as she too is continually fighting to protect the Green Belt. Mrs Gillespie has told people that if the Local Plan 2034 was still on the table after the Election, that she might then be obliged to go Independent. Mrs Gillespie stated that she might probably still do that as she cannot be a part of the Conservative Group in SODC which has already done so much damage with this Local Plan. Mrs Gillespie stated that with regards to her recent suspension from the Conservative Group in SODC, she has appealed twice and she should hear the results of her latest appeal tomorrow. Mrs Gillespie thanked Councillors for their help and support.

Mr Harris asked Mrs Gillespie on what authority is the Chief Executive of SODC capable of giving a brief on the legal options available to SODC regarding the already submitted Local Plan 2034. Mrs Gillespie stated that the Chief Executive will not be able to provide it without professional advice. In the past a submitted Local Plan has been withdrawn, so there is a precedent.

Mr James Dobson asked if it is too soon for information on Cabinet appointments. Mrs Gillespie stated that it will be composed of Greens and Liberal Democrats and the Leader must be someone who will support the Liberal Democrats. Mr Bearder stated that the appointment of Leader is still to be decided.

## **90/19 CORRESPONDENCE.**

- a. B4 Business – Parking at Horspath Village Hall on 6<sup>th</sup> June 2019. – (Circulated via email). – **Councillors agreed that parking could not be permitted due to events that prevent us being able to guarantee spaces.**
- b. NALC – Newsletter 10/4/19. – (Circulated via email).
- c. Oxford City Council – Free Litter Bins. – (Circulated via email).
- d. RSN - The Rural Bulletin. 2/4/19, 9/4/19, 16/4/19, 24/4/19, 30/4/19. – (Circulated via email).
- e. SODC – Man prosecuted after his building waste was fly-tipped in Checkendon. – (Circulated via email).
- f. SODC – April 2019 South News – Elections Special. – (Circulated via email).
- g. NALC – Chief Executive’s Bulletin 5/4/19, 12/4/19, 18/4/19, 26/4/19. – (Circulated via email).
- h. Open Spaces Society – Latest News April 2019. – (Circulated via email).
- i. NALC – Sponsorship & Exhibition opportunities with NALC. – (Circulated via email).
- j. SODC – Man successfully prosecuted for operating an unlawful waste facility at Abingdon Town Football Club. – (Circulated via email).
- k. SODC – Compost give-away. – (Circulated via email).
- l. RSN – Rural Funding Digest, April 2019. – (Circulated via email).
- m. Wheatley Parish Council – Newsletter April/May 2019. – (Circulated via email).
- n. SODC – South Oxfordshire Local Plan 2034 – Submission. – (Circulated via email).
- o. Oxford Preservation Trust – 2019 Awards. – (Circulated via email). – **Mr Peter Dobson stated that he has been approached to submit an application to apply for an OPT award for the War Memorial. Mr James Dobson has agreed to submit the application. Councillors agreed for Mr James Dobson to go ahead. Mrs Hofen offered to help if required.**
- p. Stanton St John Parish Council – Meeting to discuss local parishes working together. – (Circulated via email).
- q. Open Spaces Society – Update on South Oxfordshire Local Plan 2034. – (Circulated via email).
- r. SODC – Route of Prestigious Race confirmed. – (Circulated via email).
- s. SODC – Horspath Uncontested Election 2019 Notice. – (Circulated via email).
- t. SODC – Apply now for a job at the local elections. – (Circulated via email).
- u. Oxfordshire Fire & Rescue Service. – The Fatal Four. – (Circulated via email).
- v. SODC – Councillor Expenses. – (Circulated via email).

- w. OALC – Please nominate a Councillor to stand for OALC Executive Committee. – (Circulated via email).
- x. TVP – Crime Bulletin April 2019. – (Circulated via email).
- y. Wheatley Park School – April 2019 Newsletter.\*
- z. Abingdon Community Events – Family Fun Day/Culture Day at Dalton Barracks on 27.7.19.\*#
- aa. OALC – April 2019 Update. – (Circulated via email).
- bb. Ms McManus – Email regarding speeding cars through Horspath village. – (Circulated via email). – **Mrs Hofen stated that she also lives at Cuddesdon Road and anything that can be done to stop motorists from speeding along this road would be desirable. Mr Peter Dobson stated that the speed limit along Cuddesdon Road changes from 40mph to 60mph. Mrs Hofen stated that opening up the football pitches has created more traffic in the village and she feels that the far end of the village gets neglected with regards to speed limits and it would make more sense to have a standard speed restriction along Cuddesdon Road. Mr Peter Dobson stated that HPC cannot monitor and manage speed limits. Mr James Dobson stated that there has to be a safe place for a Police Traffic Officer to park along Cuddesdon Road to carry out speed checks. Mr Ewart stated that OCC are not up to date on current traffic regulations, in the past Cuddesdon Road was classed as a trunk road but the current regulations class it as a village route. Mr Burgess stated that when they were developing the Sports Park along Horspath Road they agreed to put double yellow lines all the way to the village along with 30mph speed limits. Mrs Hofen asked if HPC can put together a parcel of measures to address the speeding issues and discuss with OCC. Mr James Dobson stated that variable speed signs have proved to be successful in the past. Mr Bearder stated that OCC are carrying our surveys on all bridges in Oxfordshire and Mr Bearder has recommended that new signs be installed in the village. Councillors agreed to arrange for traffic surveys to be carried out in Cuddesdon Road and Oxford Road so that accurate figures can be passed to OCC. Mrs Hofen stated that fixed penalty cameras need to be in place. Mr Peter Dobson stated that OCC would not do this in the past. Mr Ewart stated that HPC should put pressure on the Police to act on speeding motorists in the village. Mr Harris stated that it would be a good idea to have cameras at both ends of the village but OCC would not agree to this when it was last proposed in 1999, even if the cost was covered by HPC.**
- cc. SODC – Local Elections 2019. – (Circulated via email).
- dd. SODC – Reports of a man impersonating a Council Officer to collect waste. – (Circulated via email).
- ee. OPFA – Spring Newsletter April 2019. – (Circulated via email).
- ff. CPRE – Oxfordshire News April 2019 – Battle for the Green Belt. – (Circulated via email).
- gg. Mr Tim Bearder – Ash Die Back. – (Circulated via email).
- hh. OCC – Recycling Centres Closures in May. – (Circulated via email).
- ii. OCC – Act Now – Crowded Places – E-Learning Package. – (Circulated via email).
- jj. Mr Ives – Email regarding grass cutting of Village Green area outside of his property. – (Circulated via email). – **Councillors agreed for the Clerk to ask Mr Gray to cut the whole area of grass outside of the properties as it is Village Green. The Clerk will write and inform the residents.**
- kk. SODC – Notice of Submission of South Oxfordshire Local Plan 2034 to the Secretary of State. – (Circulated via email).
- ll. OALC – Chipping Norton Town Council – Advert for Town Clerk. – (Circulated via email).
- mm. Clerks & Councils Direct – May 2019 Newsletter.\*  
*\* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

**91/19 PAYMENTS.**

Chq	To Whom Paid	Details	Vat	Total £
2654	OGBN	Annual Subscription		15.00
2655	Mrs Hayley Kogel	Salary 24/3/19-24/4/19		750.59
2656	Mrs Hayley Kogel	Home Office April 2019		30.00
2657	001 Taxis	May Minibus Service		240.00
DD	PWLB	Loan Repayment for Village Hall		723.75
DD	PWLB	Loan Repayment for Burial Ground		1916.50
		<b>TOTAL</b>		<b>3675.84</b>

**92/19 RECEIPTS.**

Date	Received from	Details	Total £
7.2.19	Abingdon Stone & Marble	1 x Memorial 1 x Additional inscription to existing memorial	125.00 75.00
4.3.19	Barclays Bank	Interest Business Premium Acct 3.12.18-3.3.19	12.02
29.3.19	Horspath Nursery	Annual Rent	240.00
24.4.19	SODC	CIL Share	390.27
		<b>TOTAL</b>	<b>842.29</b>

**RECEIPTS – RECREATION ACCOUNT**

Date	Received from	Details	Total £
27.2.19	Blake Morgan Solicitors	3 x quarterly rent payments for Chequers Inn Car Park, plus interest	2210.41
22.3.19	S T Properties	Quarterly rent for Chequers Inn C/Park	712.50
		<b>TOTAL</b>	<b>2922.91</b>

**93/19 AOB**

- a. Mrs Hofen reported that the white gates at Cuddesdon Road have fallen over and are rotten. The Clerk will report to OCC.  
Mrs Hofen reported that there is broken glass on the Cycle Track. The Clerk will report to OCC.
- b. Mrs Oakley notified Councillors that she has reported to OCC Highways the white lines on the road around Butts Road that have worn away. Mrs Oakley also reported the blocked gullies causing flooding on Butts Road to OCC. Mrs Oakley has also reported approximately 12 potholes in the area, however, “Fix my Street” does not cover potholes. Mr James Dobson suggested that OCC Highways is asked for details on what problems have been reported and which of the problems have been actioned.
- c. Mr Harris reported that following the recent strong winds there are a few trees in the Wildlife Conservation Area that may possibly need removing. Councillors agreed for Mr Harris to ask James Prior to assess these trees for their stability and if necessary to remove the trees when appropriate.
- d. Mrs Oakley stated that she has tried to plant flowers around the War Memorial but the ground is too hard. Mrs Oakley stated that it would be very nice to put two benches around the War Memorial. There are also some low branches on a nearby tree that need cutting but the tree has a TPO. The Clerk will contact SODC’s Tree Officer for permission to cut the branches.

**Public:**

- e. Mrs Riley reported that the electrical work in the Village Hall was completed before the Bikers event. Mrs Riley has the electrical report. The Bikers left so much mess after their event, HVHMC need to consider if they allow the event to be held in Horspath in the future. Mrs Riley asked if there was any update on the environmental assessment survey suggested by Mr Bearder at the last meeting. Mr Peter Dobson stated that there was no update at the moment.

- f. Mr Mutton suggested that with all of the money coming into the village from HSPT, HPC should consider refurbishing the over-flow car park in the Village Hall, which has received no attention since he created it years ago and also the trees all need cutting back. Mr Mutton stated that Mr Walker has a contact who could look at the car park for us.  
Mr Mutton asked how long the temporary traffic lights along Oxford Road will be in place as they are causing major delays with the traffic.  
Mr Mutton asked when something will be done about the chicane on Oxford Road and stated that the chicane should be removed. In the past Mr Mutton has suggested speed humps to replace the chicane. Mr Peter Dobson stated that the chicane will not be removed until a replacement traffic calming measure better than the chicane is in place. Mr Peter Dobson invited Mr Mutton to join a sub-committee to look at the traffic calming, but informed Mr Mutton that HPC are not permitted to do anything with regards to the roads or traffic calming without the permission from OCC. Mr Mutton stated that the chicane is as dangerous now as it would be without it in place. Mr Peter Dobson stated that HPC is seriously looking at the traffic calming at Oxford Road and a sub-committee will be formed to look at the options available and report back to HPC. Mr Ewart stated that this is a national problem with the roads. Mr James Dobson stated that HPC is taking the right approach by arranging the traffic surveys and there is a commitment to the review of the traffic calming at Oxford Road.
- g. Mr Horsley reported that he has received lots of comments from residents in the village thanking him for 24 years' service on the Parish Council, 8 of which were as Chairman. Mr Peter Dobson has asked Mr Horsley to assist with the Pumping Station and the Parochial Charity Land. Mr Horsley also stated that he will be writing to the Clerk as he would like to be an Independent Trustee for HSPT. Mr Horsley congratulated Mrs Gillespie on her re-election. Mr Horsley also offered to look into purchasing two benches for the War Memorial which will cost approximately £400 each. Mr Horsley has also agreed to continue to manage the Burial Ground on behalf of HPC.
- h. Mrs Simpson reported that there is a large extension being built next door to her property in Manor Farm Road without planning permission. Mrs Simpson stated that the extension is being built onto the bricks of her property. Mrs Simpson was advised to contact SODC and take legal action if necessary.
- i. Mr Lee Clark reported that there are 4 or 5 cars parked in the Village Hall Car Park that are not taxed and do not have any MOT, which is causing people to park on the road when there are no spaces. The Clerk will report this to the Police.  
Mr Lee Clark reported that the height barrier in the Village Hall Car Park has been left unlocked again and the lock has now disappeared. Mr Peter Dobson will look at the barrier.
- j. Mr Gordon Clark reported that there has been a water leak in Manor Drive for three weeks and another water leak outside 2 The Green, both have been reported and inspected but no repairs carried out. Mr Gordon Clark stated that the gullies in the village have been cleaned but not in Manor Drive. The Clerk will report to OCC Highways.
- k. Mr Aries stated that he has also reported the water leak on The Green to Thames Water.  
Mr Aries stated that residents living by Mr Ives may not want HPC to cut the grass by their properties. Mr Peter Dobson stated that we will be contacting the residents.

**94/19 DATE OF NEXT MEETINGS.**

APM – Monday 13<sup>th</sup> May 2019  
Parish Council Planning Meeting – Tuesday 21<sup>st</sup> May 2019  
Horspath Parish Council Meeting – Tuesday 4<sup>th</sup> June 2019.

Signed..... Date .....