

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

**HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 5th May 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). Mrs E Gillespie (District Councillor), Mr T Bearder (County Councillor).
Apologies Mrs L Hofen
Absent:
Public:

60/20 APOLOGIES FOR ABSENCE. – Apologies were made on behalf of Mrs Hofen.

61/20 DECLARATION OF INTEREST. – None.

62/20 EMERGENCY BUSINESS. – None.

63/20 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 7th April 2020 were agreed as correct and signed by the Chairman.

64/20 MATTERS ARISING. – None.

65/20 PLANNING APPLICATIONS.

P20/S0453/ FUL **69-71 Gidley Way, Horspath (Full Application)**
Demolition of an existing house and outbuildings and the erection of five flats and two semi-detached houses. – **Re-consideration of application. Please see email from Paul Bowers, SODC. - Following a discussion, Councillors agreed unanimously that they do not wish to revisit the decision made on 7th April 2020. Therefore, as detailed in the email sent on 9th April 2020, Horspath Parish Council objects to this application on the grounds of vehicle access. The increased number of vehicle/traffic movements in that area will be detrimental to the village.**

P20/S1354/ HH **34 Blenheim Road Horspath (Household)**
Variation of conditions 2 (approved plans), 3 (materials) and 7 (landscape) of application P19/S4621/HH Demolition of existing 'nissen' type shed building, erection of replacement garage/summer room with gym over.(Arboricultural Impact Assessment & Tree Protection Plan received 28 January 2020 and roof lights position raised on roof slope on drawing no 19-004-P-10 C). - **Councillors have no objections to this planning application and recommend approval.**

P20/S1433/ LDP **34 Blenheim Road, Horspath ***Certificate of Lawful Development*****
Provision of SUD's compliant hard surface driveway access between existing site access and garage/summerhouse permitted under planning application ref: P19/S4621/HH.

P20/S1141/ LDP **84 Gidley Way, Horspath ***Certificate of Lawful Development*****
Proposed garage.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P20/S0855/ HH **Broadfields, 27 Cuddesdon Road, Horspath (Householder)**
Convert a garden building and add an extension. – **Granted.**

66/20 CLERK'S UPDATE.

Grass Cutting. – Mr Rob Gray will continue with the grass cutting, ensuring that social distancing guidelines apply at all times.

Annual Insurance Policy – The renewal date is 1st June 2020. The Clerk will forward payment to BHIB.

Memorial Request – The Clerk circulated a memorial request received from Tony James memorials. Councillors approved the stone and the wording. The Clerk will notify Tony James Memorials.

Donation Request from the Maple Tree Centre – Mr Peter Dobson stated that at the start of the year we agreed to consider a further donation to the Maple Tree Centre. Mrs Gillespie stated that the Centre is a very worthy cause and provides an amazing service which is valuable to families, and when the government lockdown is lifted, there will be even more children and families using the Centre. Mr Bearder stated that the Centre is losing £1300.00 a month during COVID-19, as they still have to pay £875.00 rent per month to OCC and they cannot do any fundraising at the moment, so there is no income for the Centre. The Maple Tree Centre has appealed to OCC for a rent holiday during this time, but this has been refused. Mr Bearder stated that if Parish Council's do not support the Centre, it could be forced to close down. Mr Bearder stated that HSPC could make a donation of £5,000.00 for the benefit of the residents who use the Centre. Mrs Oakley stated that HSPC cannot make a donation to another charity, particularly one that is not in Horspath. Mrs Gillespie suggested a donation of £1,000.00. Mr Peter Dobson stated that HPC carried over a small amount of money from 2019/20, out of which a donation could be made.

Mr Burgess proposed that a donation of £500.00 is made now and then review the situation again in September 2020. This proposal was seconded by Mr Ewart, In Favour – 5, Against – 1.

Councillors also agreed that the Clerk send a letter to Mr Ian Hudspeth, OCC in support of the Centre receiving a rent holiday during COVID-19.

67/20 STATEMENT OF ACCOUNTS AND ANNUAL RETURN (AGAR) 2019/20.

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

Mr James Dobson stated that a policy is needed to depreciate the value of assets held. Mr Burgess suggested that this is mentioned to the Internal Auditor.

A copy of the Horspath Recreation Charity and Horspath Stone Pit Charity accounts were also circulated and unanimously agreed by Councillors.

68/20 DISTRICT & COUNTY COUNCILLOR REPORTS.

Cllr Elizabeth Gillespie (District Councillor) – Mrs Gillespie reported that SODC is officially taking forward the Local Plan 2034. The SODC Councillor group “Guardians of South Oxfordshire” have all put in their objections to the Planning Inspector based on advice received from their own Consultant Planner, Mr Adrian Colwell. Mrs Gillespie stated that in SODC's Local Plan 2034, 70% of the strategic housing sites are in the Green Belt and the number of houses far exceeds the District's objectively assessed local needs calculated by the government's own standard method for doing this. Mrs Gillespie stated that the required consultations have not been carried out, so she is now considering if she will remain in the “Guardians of South Oxfordshire” group or whether she will communicate directly with the Inspector. Mrs Gillespie stated that all evidence of errors should be gathered along with the discrepancies and take it to a judicial review. Mrs Gillespie stated that Councillors at SODC are not permitted to speak to their own SODC Planning Officers, and all correspondence has to be sent via email, which feels like a policy of divide and rule. The existing adopted Local Plan was adequate until 2023 and needed very little tweaking but this was ruled out by SODC Chief Executive, Mr Mark Stone.

Mr Tim Bearder (County Councillor) – Mr Bearder reported that recently there has been a massive rise of around 75% in fly-tipping in the area. Mr Bearder is pressing OCC to re-open the household waste

recycling centres, but OCC have said “no”, as the law states that it is not an essential journey. Mr Bearder stated that the Police will issue fines to people for fly-tipping, but it is costing money to clear the waste. Mr Bearder reported that Tiddington have recently had travellers in the village who left lots of waste when they moved on, and as Redbridge Waste Centre is closed, Tiddington Parish Council had to pay to dispose of the waste. Mr Burgess reported that SODC is now collecting clothes recycling.

69/20 CORRESPONDENCE.

- a. Community First Oxfordshire – Solidarity and Support from Community First Oxfordshire. – (Circulated via email).
- b. OCC – Domestic Abuse Support shared by OCC and Partners. – (Circulated via email).
- c. SODC – District Council Updates. – (Circulated via email).
- d. OALC – Update 9th April 2020. – (Circulated via email).
- e. NALC – Chief Executive’s Bulletin 9/4/20, 17/4/20, 24/4/20. - (Circulated via email).
- f. SODC – Cornerstone and The Beacon are here for you #athome. – (Circulated via email).
- g. Oxford Preservation Trust – OPT Awards – Open for entries. – (Circulated via email).
- h. OCC – Community Matters Fund. – (Circulated via email).
- i. NALC – NALC’s extends deadline on Dementia research. – (Circulated via email).
- j. SODC – Cuddesdon & Denton Neighbourhood Plan – Coronavirus (COVID-19) Update. – (Circulated via email).
- k. SODC – Active Oxfordshire Support and more grants. – (Circulated via email).
- l. OCC – Updated Scam advice for residents (charity worker scams). – (Circulated via email).
- m. RSN. - The Rural Bulletin. – 7/4/20, 15/4/20, 21/4/20, 28/4/20. – (Circulated via email).
- n. OALC – Update 6th April 2020 re remote working and audit. – (Circulated via email).
- o. Ms Fiona Smith – Horspath Allotments – Lease, current & future. – (Circulated via email). – **Mr Ewart stated that they are looking to incorporate this plot of land into the existing lease for the Allotments. Mr Harris stated that he has looked at the plan and the documents and they are all in order, but this is a matter to be considered by HSPC. Mrs Oakley queried the amount being charged for legal fees. Mr Burgess stated that the legal costs are included for both the Allotments and the Diocese. Mr Burgess proposed that HPC reserve £5,000.00 in principle to cover the costs of the new lease, In Favour – 6. (Mr Ewart did not take part in voting). The Clerk will contact Mrs Hennessey, Charity Law Solicitor to see if it is possible to issue a grant from HSPC for this cost.**
- p. NALC – Coronavirus – Information for Town & Parish Councils. – (Circulated via email).
- q. Mr T Bearder – Thornhill Park & Ride. – (circulated via email).
- r. SODC – Council collects bulky household waste again and warn against fly-tipping. – (Circulated via email).
- s. Mr Tim Bearder – Oxfordshire All In.- (Circulated via email).
- t. TVP – Police & Crime Bulletin April 2020. – (Circulated via email).
- u. SODC – Update April 2020. – (circulated via email).
- v. OALC – Update 17th April 2020. – (Circulated via email).
- w. Open Spaces Society – Protecting Local Green Space. – (circulated via email).
- x. Thames Water – Extra Support – Update in light of COVID 19. – (Circulated via email).
- y. OCC – News and Updates from OCC. – (Circulated via email).
- z. Wheatley Parish Council – April/May 2020 Newsletter. – (Circulated via email).
- aa. CPRE – Taking Care in the Countryside. – (Circulated via email).
- bb. RSN – Rural Funding Digest April 2020. – (Circulated via email).
- cc. SODC – Businesses in South & Vale urged to submit COVID-19 grant requests. – (Circulated via email).

- dd. Horspath Allotments Association – Current and future lease. – (circulated via email). – (See Item o).
- ee. Mrs Oakley – Mr Neil Woodcock, Newtrim Horspath making face visors for NHS. – (Circulated by Mrs Oakley). – **Mrs Oakley reported that Newtrim are making full face-visors for different local NHS Trusts, and they are appealing for donations to buy more materials to continue making the visors. Mr Ewart suggested that a donation could be made from HSPC’s Hardship Fund. Mr Peter Dobson stated that advice would need to be sought from Mrs Hennessey before any donation could be made from HSPC. Councillors voted unanimously that HPC donate £500.00. The Clerk will contact Mrs Hennessey for advice on a donation from HSPC.**
- ff. SODC – Town & Parish Council Weekly Update. – (Circulated via email).
- gg. OPFA – Keeping our Parks and Green Spaces Open. – (Circulated via email).
- hh. Mr T Bearder – Oxford-Cambridge Arc. – (Circulated via email).
- ii. Beckley & Stowood Parish Council - SODC Local Plan – Local PC’s Working Together Against the Development of Land North of Bays Water Brook and More Widely. – (Circulated via email).
- jj. Mr Tim Bearder – Update on the Wheatley Planning Appeal (OBU). – (Circulated via email).
- kk. OALC – Briefing 24/4/20. – (Circulated via email).
- ll. SODC – Council garden waste service welcomes new customers. – (Circulated via email).
- mm. OCC – Oxfordshire businesses warned to protect against COVID-19 scams. – (Circulated via email).
- nn. Citizen’s Advice Oxfordshire South & Vale – In touch with you Spring 2020. – (Circulated via email).
- oo. NALC – Coronavirus – Update for Town & Parish Councils. – (Circulated via email).
- pp. OALC – Community Governance Research Questionnaire. – (Circulated via email).
- qq. SODC – Your Weekly District Council Update. – (Circulated via email).
- rr. BHIB Charities – Apply for funding through the Aviva Community Fund. – (Circulated via email).
- ss. SODC – Volunteering in Oxfordshire – You can do your bit. – (Circulated via email).
- tt. NALC – Coronavirus – Information for Town & Parish Councils. – (Circulated via email).

** original held by the Clerk, copy available on request.*

displayed on Village Hall & village noticeboards.

70/20 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
DD	PWLB	Village Hall Loan Repayment		674.25
2749	CHEQUE CANCELLED			
2750	Mrs H Kogel	Stationery for Mr P Dobson		24.99
2751	OPFA	Annual Subscription		42.00
2752	Home Start Southern Oxfordshire	Donation		100.00
2753	JJ Bark	Service & Repair to mower	50.18	301.07
2754	Mrs Hayley Kogel	Salary 24/3/20-24/4/20		544.08
2755	Mrs Hayley Kogel	Home Office April 2020		30.00
		Stationery & Postage		59.34
		Zoom Monthly Subscription		14.39
2756	Tetbury Accounting Ltd	Payroll Services for 2018/19 & 2019/20	64.00	384.00
2757	BHIB Insurance Ltd	Annual Insurance Policy Renewal		3593.60
		TOTAL	114.18	5767.72

HORSPATH RECREATION CHARITY.

Chq	To Whom Paid	Details	Vat	Total £
100068	SSE	Additional charges for electricity supply on V/Green		34.76
		TOTAL		34.76

71/20 RECEIPTS

Date	Received from	Details	Total £
12.3.20	Barclays Bank	Interest Business Premium Account	4.65
13.3.20	Tony James Memorials	1 x Headstone	125.00
		TOTAL	129.65

HORSPATH RECREATION CHARITY

Date	Received from	Details	Total £
24.3.20	S T Properties Ltd	Quarterly rent for Chequers Inn Car Park	712.50
		TOTAL	712.50

72/20 AOB.

- a. Mrs Gillespie asked when the Hardship Fund leaflets will be delivered. Mr James Dobson stated that he is still working on producing the leaflets. Mrs Oakley stated that she has sent a Facebook post to all street volunteers today to keep in touch with them.
- b. Mrs Oakley stated that V.E Day is this coming Friday and the wreaths are starting to look tatty, and suggested that just one of the wreaths should be left in place. Mr Peter Dobson stated that the wreaths usually go to the Church two weeks after Armistice Day. Mr James Dobson stated that there should be a ruling on how long the wreaths are left at the memorial. It was agreed that the wreaths will stay in place until Christmas and then stored until the following November when they will be laid in place at the memorial.
Mrs Oakley reported that the new litter bin on Butts Road has been fitted today, and it is very smart. Mrs Oakley stated that people are leaving dog waste bags on gates and hedges.
Mrs Oakley reported that there are loose wooden planks on the bridge in the Conservation Area, and she is concerned that someone will put their foot through the planks. Mr Harris stated that a team effort is required in the Conservation Area but this cannot be done at the present time due to COVID-19. Mr Harris will inspect the bridge and draw up a specification for the repairs required. Mr Peter Dobson stated that R. Hamlet Ltd could be contacted for a quotation to carry out the work.
Mrs Oakley stated that the litter bins at the Village Hall have been moved. Mr Peter Dobson stated that he arranged for them to be moved during COVID-19.
- c. Mr Ewart stated that he is concerned about the state of the Cuddesdon Road bridge. There is a mature tree in the centre growing over the bridge deck and another tree growing over the stone, both of which need to be cut back. Mr Harris stated that he has asked repeatedly for the owners of the bridge to maintain it. No further work has been carried out since Mr Harris and a team of volunteers have carried out some work in the past. Mr Peter Dobson will inspect the tree and report back at the next meeting.
Mr Ewart passed thanks to OCC Highways Department for carrying out the repairs on Oxford Road.
- d. Mr James Dobson stated that as Trustee of Horspath Recreation Charity, we should consider how the reserves in the account will be spent. If there is a small project for the Village Green, the reserves could be used for this.

Mr James Dobson asked if HPC is still comfortable for Parish Council meetings to continue to be held without the public present. Mr Peter Dobson stated that the meetings need to be made available for the public to attend virtually. Mr James Dobson stated that HPC needs to document any decisions on the meetings held. Mr Peter Dobson stated that the APM is still to be held, whether this is virtually or by making the information available on the noticeboard. Mr Peter Dobson will liaise with Mr Burgess on the future of meetings.

73/20 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 19th May 2020. To be confirmed).
Horspath Parish Council Meeting – Tuesday 2nd June 2020.

Signed.....

Date.....