

HORSPATH PARISH COUNCIL  
**Minutes of the Parish Council Meeting held on 1<sup>st</sup> October 2019**  
**At 8.00pm in HORSPATH VILLAGE HALL.**

**Present:** Mr D Burgess, Mr P Dobson  
(Chairman), Mr P Ewart, Mr M Harris, Mrs L  
Hofen, Mrs B Oakley, Mrs H Kogel (Clerk).

**Apologies** Mr J Dobson, Mrs H Palmer,  
Mrs E Gillespie (District  
Councillor).

**Absent:** Mr Time Bearder (County  
Councillor).

**Public: 2**

**160/19 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mr J Dobson, Mrs Palmer and Mrs Gillespie. Mr Bearder was absent from the meeting.

**161/19 DECLARATION OF INTEREST.** – None.

**162/19 EMERGENCY BUSINESS.** – None.

**163/19 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 3<sup>rd</sup> September 2019 were agreed as correct and signed by the Chairman.

The Minutes of the HVHMC Sub-Committee Meeting held on 9<sup>th</sup> September 2019 were agreed as correct and signed by the Chairman.

**164/19 MATTERS ARISING.**

**153/19 - UPDATE ON THE DEVELOPMENT OF PUMPING STATION SITE.**

Mr Ewart stated that the drawings indicate that there is a 24” mains pipe crossing over the Pump Station land from Shotover. Mr Ewart will arrange for correct mains pipe markers to be put in place.

**165/19 PLANNING APPLICATIONS.**

**P19/S2797/ 4 Butts Road, Horspath (Householder)**

**HH** Erection of detached garage with office/studio over, to replace existing dilapidated garage. –  
**Councillors have no objections and recommend that this application is approved.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P19/S2360/ Land north of Unit 3 4 Gidley Way, Horspath (Full Application)**

**FUL** Amendment to planning permission P17/S4439/FUL for various alterations including change of internal ground floor layout, addition of external doors and windows and addition of first floor. (Erection of single storey, two bedroom dwelling house with associated parking and amenity space (As amplified by Noise Exposure Assessment accompanying email from agent received 22<sup>nd</sup> February 2018). – **Granted.**

**P19/S2406/ 18A Manor Drive, Horspath (Householder)**

**HH** Conversion of a garage to single bedroom. Block up existing side kitchen door and replace rear kitchen window with new French doors. Remove garage door and replace with new casement window. – **Granted.**

**P19/S1871/ 71 Gidley Way, Horspath (Full Application)**

**FUL** Demolition of an existing house and outbuildings and the erection of four flats and two semi-detached houses within the grounds of 69-71 Gidley Way, Horspath. As amended and

clarified by amended site plan ref: 18160-PP0011-A (In response to Highways comments/holding objection. NB a pedestrian path has been added as requested, plot numbers have been corrected), bat survey and supporting documentation accompanying Agent's email dated 13<sup>th</sup> August 2019. – **Granted.**

**P19/S1778/ FUL Land to rear of 128 Gidley Way, Horspath (Full Application)**  
Redevelopment of existing builder's yard. Erection of a new detached two storey dwelling with 4 no. off street parking spaces and associated amenities. - **Granted.**

#### **166/19 CLERK'S UPDATE.**

**Rospa Report** – The Clerk has contacted Oxford City Council Direct Services to provide a quote to carry out the recommended repairs in the Play Area.

**Horse Chestnut Tree on Village Green** – Mr Prior has inspected the tree and given recommendations for work to be carried out. An application for permission to carry out work has been submitted to SODC.

**Cars Parked in Village Hall Car Park** – The Clerk is waiting for an update with regards to the apparently 6 abandoned vehicles. Mr Clarke will pass on the details to the Clerk of two further abandoned vehicles in the car park.

**Tree by War Memorial** – Mr Prior has now completed the works. Mr Ewart stated that a working party will be required to clear the leaves by the war memorial before Armistice Day.

**Speed Indicator Device** – A letter has been sent to the Police Professional Standards unit to see if it is able to assist with the situation with the SID.

**Paving Slabs in Play Area** – A quote has been received to replace the slabs. Councillors agreed that a further two quotes will be sought from Oxford City Council Direct Services and also from Gorman Ground Works.

**Pumping Station Site** – The Clerk is waiting for a specification to be decided before quotes can be sought. Mr Ewart stated that he has provided a specification for the works to Mr Peter Dobson and they will arrange a date to meet on site to inspect the area.

#### **167/19 EXTERNAL AUDIT 2018/19.**

The Clerk reported that the External Audit has now been completed, with no recommendations and signed off by Moore.

#### **168/19 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT 2018/19.**

The Clerk circulated a copy of the Review of Effectiveness of Internal Audit. Councillors all agreed and the review was signed by the Chairman.

#### **169/19 HORSPATH BURIAL GROUND.**

Mr Peter Dobson stated that Wheatley Parish Council has recently enquired to see if they are able to use Horspath Burial Ground for residents of Wheatley as there is no land available in Wheatley that is suitable to use for a burial ground, however, Mr Peter Dobson stated that since the enquiry, this individual enquiry has now been resolved. Mr Burgess stated that the land known as the Poor's Land, could be considered to allow a small part of the land to be leased to Wheatley. Mr Peter Dobson stated that confirmation is required that we do own the land before that can be considered. Mr Peter Dobson will forward the information onto Mrs Tessa Hennessy, Charity Solicitor for her legal opinion. Councillors all agreed that Horspath Burial Ground is for Horspath residents only.

#### **170/19 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.**

## 171/19 CORRESPONDENCE.

- a. OPFA – Is looking for a new Community Development Officer. – (Circulated via email).
- b. OALC – Job Advert – Tackley Parish Council. – (Circulated via email).
- c. SODC – Councils launch competition to promote car free day 22/9/19. – (Circulated via email).
- d. SODC – Residents reminded to respond to their Household Enquiry form. – (Circulated via email).
- e. Wheatley Parish Council – Creating a Community Transport pilot in Wheatley & Horspath with Cities-4-People. – (Circulated via email).
- f. GeoPlace – Oxfordshire Permit Scheme Final Document and Consultation Responses. – (Circulated via email).
- g. NALC – Chief Executive’s Bulletin 6/9/19, 20/9/19. – (Circulated via email).
- h. SODC – Reminder – Planning Training 17/9/19 at Cornerstone, Didcot. – (Circulated via email).
- i. Councillor Tim Bearder – Oxford Brookes Appeal. – (Circulated via email).
- j. OCC – Creating a Community Transport Pilot in Horspath with Cities-4-People. – (Circulated via email). – **Mr Ewart stated that this scheme sounded convincing but OCC has today stated that they want the Section 19 services, which is the Comet Minibus Service and which has restricted hours, despite the Park & Ride options. Only three people turned up for the meeting and the IT system would not allow them to Google the route through Littleworth. Wheatley Parish Council have a further meeting taking place this Thursday. The possible routes will be edited and then an online vote will take place. Mr Harris stated that anyone is allowed to take part in the online vote and can vote several times. Mrs Oakley stated that elderly people need a bus service but most of them do not have access to the internet. Mr Ewart stated that the lady who operates Witney Community Transport Service runs the service like a business which just needs marketing. Mr Ewart stated that the Comet Service only operates between 10am – 2pm. Mr Harris stated that Wheatley Parish Council has ring-fenced £56k for starting up a bus service from Wheatley, Horspath to the City Centre. Mrs Hofen stated that HPC could speak to the Oxford Bus Company again, and maybe offer a retainer if the Pick-Me-Up service could include Horspath, as it already goes to the Sports Centre on Oxford Road. Mr Peter Dobson stated that when this has been discussed with Pick Me Up in the past, there wasn’t the ability to commit to usage. HPC can commit to the money but can’t commit to the usage. Mrs Hofen stated that she would like to set a deal with the Oxford Bus Company for a six month trial for the Pick-Me-Up service, which is an App-based service that is very straight forward to use. To verify that they are from Horspath, users will need to put their address on the App and then Pick Me Up will be able to provide a report on the number of users. Councillors agreed for Mrs Hofen to contact Mr Phil Southall, of the Oxford Bus Company, to discuss the possibility of setting up a scheme. Mrs Hofen stated that as she works for the University, there could be a conflict of interest. Mr Peter Dobson stated that if this service goes ahead and if HPC are contributing to the cost, it would need to be Horspath residents using the service.**
- k. RSN – Rural Funding Digest September 2019. – (Circulated via email).
- l. OALC – Brightwell-cum-Sotwell – Clerk Vacancy. – (Circulated via email).
- m. NALC – Opens nominations to its larger Councils Committee. – (Circulated via email).
- n. RSN. - The Rural Bulletin. – 3/9/19, 10/9/19, 17/9/19, 24/9/19. – (Circulated via email).
- o. OCC – Shared Lives Scheme. – (Circulated via email).
- p. OALC – August Update for Members. – (Circulated via email).
- q. Active Oxfordshire – Oxfordshire Sports Awards 2019 – Thanking the people who make sport happen. – (Circulated via email).
- r. CPRE – England’s Economic Heartland: Environment should be at the heart of strategy. – (Circulated via email).

- s. SODC - £180,000 worth of Councillor grants now available. – (Circulated via email). – **Councillors agreed that this will be discussed with Mrs Gillespie.**
- t. SODC – First ever Cycling Champions appointed at two District Councils. – (circulated via email).
- u. NALC – Newsletter 12/9/19, 25/9/19. – (Circulated via email).
- v. SODC – Statement from SODC. – (Circulated via email).
- w. SODC – Come and spend an evening with the Joneses 30/10/19. – (Circulated via email).
- x. SODC – Your comments are invited on the Wheatley Neighbourhood Plan. – (Circulated via email).
- y. OCC – TTRO Emergency Temporary Road Closure – Church Road, Horspath. – (Circulated via email).
- z. SODC – Two career events to help people and the local economy thrive. – (Circulated via email)
- aa. SODC – Town & Parish Council Training Information. – (Circulated via email).
- bb. OCC – Footsteps – Child pedestrian Safety. – (Circulated via email).
- cc. OCC – Traffic Sensitive Streets. – (Circulated via email).
- dd. TVP – Police & Crime Bulletin September 2019. – (Circulated via email).
- ee. Shotover Preservation Society – Shotover Visitor Survey. – (Circulated via email). – **Mr Harris stated that details of this survey have been sent out to all residents signed up to Horspath Parish Council mailing list.**
- ff. OPFA – AGM 29<sup>th</sup> October 2019. – (Circulated via email).
- gg. OCC – Vote & comment on Cities-4-People Community Transport route proposals for villages east of Oxford. – (Circulated via email).
- hh. The Oxfordshire Plan 2050 Team – Oxfordshire Plan 2050 Update. – (Circulated via email).
- ii. OCC – Connecting Oxford. – (Circulated via email by Mrs Palmer).
- jj. OCC – NHT Public Representative online survey – Reminder. – (Circulated via email).
- kk. SODC – Parish Council Code of Conduct training. – (Circulated via email).
- ll. SODC – Committee recommends that the Council and District aim to become carbon neutral. – (Circulated via email).
- mm. OCC – Suicide Prevention Survey. – (Circulated via email).
- nn. OCC – Deddington Depot Open Dat. – (Circulated via email).
- oo. Wheatley Park School – Thank you letter for recent donation and details of their enrichment activity.\* - **Mr Harris stated that for HPC to provide an extra curricular activity for students would take a lot of organising and it would be difficult to think of an appropriate project for 6<sup>th</sup> form students. Mr Burgess stated that there would also be a lot of supervision required. Mrs Hofen stated that it is down to the School to make sure that Risk Assessments and Health & Safety measures are followed. Mrs Hofen suggested that the Clerk write to Wheatley Park School stating that if students would like to suggest a project, we will review it and try and find a solution. Mrs Hofen stated that possible projects could be the Hub or HPC website.**
- pp. Clerks & Councils Direct – September 2019 Newsletter.\*  
*\* original held by the Clerk, copy available on request.  
 # displayed on Village Hall & village noticeboards.*

#### 172/19 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2691	ARB UK	Remove dangerous trees in Wildlife Conservation Area		1,900.00
2692	Mr George Walker	Mole Clearance		200.00
2693	Mr P Aries	Bus shelter & Play Area Maintenance Aug & Sept 19		120.00

2694	Mr P Aries	Purchase of additional key		6.00
2695	001 Taxis	October Minibus Service		240.00
2696	Oxford Direct Services	Repairs to Play Area	1,540.00	9,240.00
2697	Mrs Hayley Kogel	Salary 24/8/19-24/9/19		544.08
2698	Mrs Hayley Kogel	Home Office September 2019		30.00
		Postage & Stationery		72.20
		<b>TOTAL</b>	<b>1,540.00</b>	<b>12,352.28</b>

#### **HORSPATH RECREATION CHARITY**

<b>C</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
<b>hq</b>				
100059	ARB UK	To carry out work on the 2 trees on the V/Green by War Memorial	50.00	300.00
		<b>TOTAL</b>	<b>50.00</b>	<b>300.00</b>

#### **173/19 RECEIPTS.**

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
4.9.19	SODC	2 <sup>nd</sup> Instalment of Precept	11,000.00
19.9.19	DL Hancock Funeral Directors	Fee for burial	400.00
		<b>TOTAL</b>	<b>11,400.00</b>

#### **174/19 AOB.**

- a. Mrs Oakley stated that a padlock is needed on the double gate to the Play Area behind the Village Hall. Mr Peter Dobson stated that he wanted to confirm that if a padlock was put on this gate, that the other two gates can still be used. Mrs Oakley stated that the Village Hall side gate opens onto the road and the other gate opens on to the Cricket Club side. Mrs Oakley would prefer to secure one of the gates. Mrs Oakley also stated that there is dogs mess in the Play Area. Mr Peter Dobson will arrange for a padlock to be fitted and also a spring return on the other gate to stop dogs entering.
- Mrs Oakley stated that residents are talking about the state of the play equipment in the top Play Area. Mrs Oakley stated that if the residents read the Minutes from Parish Council meetings they would see that HPC has recently spent £9k on repairs to the Play Area. Mr Peter Dobson stated that HPC agreed to carry out interim repairs in the Play Area to keep it open. Mr Peter Dobson stated that if the residents attended a Parish Council meeting with a plan for the Play Area, a sub-committee could be formed to look at this project and the Parish Council would look to support it, and there are grants available for these types of projects. Mrs Hofen stated that she received a message notifying her that some residents have arranged a meeting to discuss the Play Areas in the village. Mr Peter Dobson stated that in the past there could have been football, tennis and squash facilities in the village but there was no interest from clubs and no one who was prepared to manage it. Mr Harris stated that in the past Councillors invested hundreds of hours trying to start women's, men's and boy's football in the village with a view of having six pitches and tennis facilities. Mr Harris secured the offer of grants for this project, and the Football Association was also on board with the project. This was going to be an exceptionally good deal for the village and then the Football Club rejected it. The football clubs were all going to share the maintenance of the pitches along with the Cricket Club. There were all sorts of surveys carried out and plans drawn up and then the Football Club moved their teams down the road to the Marathons Rugby Club. That is why Horspath Cricket Club has exclusive use of the land and they maintain it at that Club's expense. Mr Peter Dobson stated that there

could be a training pitch located on the Mutton Field and there are opportunities for this to happen, but they will need to be able to maintain the area.

- b. Mr Ewart stated that there was an accident during the Feast due to the traffic management not being adequate. The fair vehicles and the additional ride obstructed the visibility of the road. Mr Ewart suggested that during the two hours at night when the fair is busy, HPC should consider a road closure. Mr Burgess stated that it wasn't really an accident, a lady tripped and fell as a vehicle was reversing, but there was no contact between the two. Mr Peter Dobson stated that the Fair has been in the village for 100 years and this is the only time that there has been an accident. However, a road closure can be considered for next year if required. Mrs Hofen stated that "Lolly Pop" people is another option.

**Public:-**

- c. Mr Lee Clarke stated that the previous history of the Football Club is in the past, not now, and things change, HPC should be open-minded. The Football Team is not just an adult team anymore. Mr Peter Dobson stated that HPC should be able to accommodate new requirements at some stage, but maintaining a new pitch may be a problem. Mr Peter Dobson stated that HPC has recently had a long discussion with Horspath Youth Football Club about the possibility of pitches and they decided to stay at the Sports Club. Mr Peter Dobson stated that HPC is happy to receive suggestions from residents. Mr Lee Clarke reported that the trees that run along the side of the Cycle Speedway track have branches that hang over into the lane and he asked if the trees can be looked at.
- d. Mrs Riley asked if HPC is going to continue to cut the grass in the graveyard. Mr Peter Dobson stated that Mr Brian Lowe carried out the grass cutting and he will be submitting a grant application to HSPT to on-going maintenance. Mrs Riley stated that the hedge in the Village Hall Car Park needs cutting. Mr Peter Dobson stated that he would like the car park to stay looking rural.

**175/19 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 15<sup>th</sup> October 2019  
Horspath Parish Council Meeting – Tuesday 5<sup>th</sup> November 2019.

Signed.....

Date .....