

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

**HORSPATH PARISH COUNCIL  
Minutes of the Parish Council Meeting held on 6<sup>th</sup> October 2020  
At 8.00pm.**

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

**Apologies** Mrs L Hofen.

**Absent:**

**Public:** 2

**134/20 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mrs Hofen.

**135/20 DECLARATION OF INTEREST.** – None.

**136/20 PARISH COUNCILLOR VACANCIES.** – **2 applications received.**

The Clerk reported that one of the applicants has withdrawn their application.

Mrs Jessie Dobson 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 Dobson is co-opted as a Parish Councillor, Seconded by Mr James Dobson, In Favour – Unanimous.

Mrs Dobson signed the Declaration of Acceptance of Office from in front of the Clerk, and then joined the meeting.

**137/20 EMERGENCY BUSINESS.**

Mr Peter Dobson informed Councillors that an email has been received from Emily Elias, Benefice Administrator for the Church, asking if it is possible to hold a service on Armistice Sunday Service at the village war memorial, due to Covid-19. Horspath Parish Council needs to decide if the service can go ahead, and if so, can it be managed in line with social distancing government guidelines, bearing in mind 60-70 people attended the event last year. Mr Peter Dobson stated that Wheatley Parish Council has decided not to organise a remembrance event this year and are encouraging people to mark the day from their own homes.

Mr David Wright, Royal British Legion stated that he will attend the Sunday Service at the Church but on 11<sup>th</sup> November 2020, Armistice Day, he would like to place a wreath at the war memorial. Mr Wright asked if he should do this privately along with a representative from HPC. Mrs Gillespie stated that the Government will release information about remembrance events nearer to the time. MP John Howell's assistant has stated that an event can be held with a maximum of 30 people social distancing, however, there is no official guidance available.

The Clerk spoke with OALC who suggested that only 6 representatives attend to lay wreaths. Mrs Oakley suggested that on Armistice Day, the war memorial is roped off and social distancing signs displayed, and 6 representatives from village organisations be invited to attend the war memorial to lay a wreath. Mrs Dobson stated that some villages are encouraging people to display poppies in the window of their properties. Mr James Dobson stated that there are several ways to encourage people to commemorate and HPC could look at live streaming the wreaths being laid. Mr Peter Dobson stated that he is concerned that if the event goes ahead, the Church will need to provide a Risk Assessment that is acceptable to HPC, as we will be accountable for the crowd of people attending.

Mrs Oakley proposed that there will not be a private service this year on Armistice Day, 11<sup>th</sup> November 2020 and that 6 representatives from village organisations be invited to lay a wreath at the war memorial. Seconded by Mr Burgess, In Favour – unanimous.

It was agreed that a notice will be displayed on the village noticeboard and on the website explaining that due to Covid-19 and Government guidelines with regards to social distancing rules and the rule of 6, there will not be a public service this year on Armistice Day. Instead representatives from up to 6 village organisations will be invited to attend the war memorial to lay a wreath as a mark of respect. Residents will be asked not to attend the war memorial but to show their appreciation by displaying a poppy in the window of their property.

The Clerk will also inform Emily Elias that if the Church wishes to organise an event on Sunday 8<sup>th</sup> November 2020, Horspath Parish Council must insist that Government guidelines are strictly followed with regards to social distancing and the rule of no more than 6 people gathering. The Church will also need to carry out a risk assessment before the event, forwarding a copy on to the Clerk.

### **138/20 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 1<sup>st</sup> September 2020, were agreed as correct and signed by the Chairman.

Mrs Oakley stated that there was no mention of her daughter's fundraising event in the September Minutes, although she did receive an email from Mr Burgess. Mr Burgess stated that he had discussed the flyer that he had received through his letterbox with Peter Dobson, and they agreed that the event could not go ahead. Mr Burgess stated that the email that he sent to Natalie Oakley did not go through the Parish Council. Mr Burgess stated that he wasn't objecting to Natalie Oakley raising money for the village, it was about people gathering on the Village Green which is against Government guidelines. Mrs Oakley stated that individual Councillors should not be sending emails on behalf of the Parish Council.

### **139/20 MATTERS ARISING – None.**

### **140/20 PLANNING APPLICATIONS.**

- P20/S3140/ 77 Gidley Way, Horspath (Householder)**  
**HH** Replace existing garage flat roof with a pitched roof. - **Councillors fully support this planning application and recommend approval.**
- P20/S3269/ Land to the rear of 128 Gidley Way, Horspath (Full Application)**  
**FUL** Redevelopment of existing builder's yard, with resultant erection of a new detached three storey luxury dwelling with garage/home office building and four off street parking spaces and associated amenities. (Minor revisions to extant planning permission LPA Ref: P19/S4613/FUL. - **Councillors fully support this planning application and recommend approval.**
- P20/S3228/ Anona, 8 Manor Farm Road, Horspath**  
**DIS** Discharge of condition 4 (surface water drainage) on P20/S1489/HH (Single storey extension to front and rear). - **Councillors fully support this planning application and recommend approval.**

### **PLANNING PERMISSIONS/REFUSALS/APPEALS.**

- P20/SS04/ 1 Church Road, Horspath (Householder)**  
**HH** Single storey rear extension. – **Granted.**
- P20/S1141/ 84 Gidley Way, Horspath**  
**LDP** Proposed garage.

An appeal has been made to the Secretary of State against SODC's decision to refuse the above planning application.

**P20/S2923/  
FUL**

**71 Gidley Way, Horspath**

**(Full Application)**

Variation of condition 2 (approved plans) of application P20/S0453FUL changes to unit 6 & 7 (semi-detached houses). Demolition of an existing house and outbuildings and the erection of 5 flats and 2 semi-detached houses. – Mr Paul Bowers, SODC Senior Planning Officer sent an email to clarify that this planning application is to vary the already approved planning permission. Mr Bowers has asked HPC to reconsider their decision to avoid this application being referred to the Planning Committee. - **Mrs Oakley proposed that HPC uphold their decision made in April 2020 and September 2020 to object 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. Seconded by Mr James Dobson, In Favour – Unanimous.**

#### **141/20 CLERK'S UPDATE.**

**Rospa Playground Inspection** – A copy of the report has been sent to Oxford City Council Direct Services for a quotation to carry out the repairs required.

**Parish Council Website** – The Clerk circulated a copy of the quotation received from White Earth Design. Mr Peter Dobson stated that Councillors need to decide if HPC and HSPC have their own website or whether amalgamate them with the village website.

**Horspath Precept 20/21** – Mr Ken Trotter is completing a revised budget process for the loan.

**Councillor Vacancies** – A vacancy notice will be displayed on the village noticeboard.

**Rural Housing Trust** – The Clerk has sent a further email to Mr Page along with a copy of the Minute from the meeting.

**Horspath Calendars** – Mr Underdown has returned the cheque for £225.00 to underwrite the cost of the calendars as he has now secured sponsorship from local companies. Mr Underdown passed thanks to HPC and £500.00 was raised for St Giles Church.

**Trees, Collcutt Close** – The Clerk circulated the quote from Mr Prior to attend to the trees in Collcutt Close. Mrs Oakley proposed that HPC accept the quote from Mr Prior and arrange for the work to be carried out. Seconded by Mr James Dobson, In Favour – Unanimous.

**Property at Cuddesdon Road** – The Clerk has written to the owner of the property where the tree in the garden is leaning to ask them to arrange for it to be inspected.

#### **142/20 EXTERNAL AUDIT 19/20.**

The Clerk stated that the external audit has not yet been completed, so this item will be deferred until the next meeting.

#### **143/20 TREE WORK REQUIRED IN THE VILLAGE.**

The Clerk circulated the quotation received from Mr Prior to carry out the work on the trees in the Village Hall car park and the trees in the over-flow car park leading up to the burial ground. Mrs Oakley stated that a second quote should be sought for the work on the trees. It was agreed that a grant application will be submitted to HSPC to cover the cost of this work. Mr Burgess stated that there are tree branches hitting the Village Hall roof by the kissing gate that need urgent attention, but these are included on the quote from Mr Prior. Councillors agreed that Mr Prior also carry attend to the trees hitting the Village Hall roof.

#### **144/20 NEW PLAY AREA UPDATE.**

Mrs Oakley stated that she is waiting to receive a quotation for the new play area. Mrs Oakley stated that over the weekend there was heavy rain in the village, but on inspection the rain did not affect the area where the new play area is expected to be sited.

#### **145/20 COMMUNITY BUS. – Update from Mr Ewart.**

Mr Ewart will email the report from the PTR meeting to all Councillors. Mr Ewart stated that OCC are promoting the Comet Bus Service.

#### **146/20 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Mr Tim Bearder (County Councillor)** – Mr Bearder reported that he is working with Officers to try and get the copse taken out of the SODC Local Plan on infrastructure grounds.

Mr Bearder stated that there will be a Neighbourhood Plan Meeting on 10<sup>th</sup> October 2020 if anyone would like to attend.

Mr James Dobson asked how people are responding to the Rural Gigabit wifi voucher scheme as this may be useful for people working at home. Mr James Dobson stated that it would be useful if a representative could attend a Parish Council meeting to discuss. Mr Bearder will look into this and update at the next meeting.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie reported that the Main Modifications to the Local Plan 2035 have been received from the Inspector. Mrs Gillespie is very pleased that the SODC Officer looking at it has said that the community woodland is included in the Plan, which is good visually and also for air quality. Mrs Gillespie is requesting that this is done for Northfields as well as it is not included in the Main Modifications. If we can define the boundaries in the Local Plan, that is good.

Mrs Oakley stated that she has recently visited Baldon and the field at the bottom of Pettiwell and Baldon is completely flooded. Mrs Gillespie stated that flooding has been discussed and she put the flooding issue in this area to the Planning Inspector and he had four exceptional circumstances for building on Grenoble Road.

#### **147/20 CORRESPONDENCE.**

- a. RSN – Rural Funding Digest September 2020. – (Circulated via email).
- b. Charity Commission. – Annual Public Meeting Invitation. – (Circulated via email).
- c. ONPA – Enrol now for our October webinar. – (Circulated via email).
- d. SODC – Nearly £90,000 of funding available for volunteer groups and organisations to help vulnerable residents affected by Covid-19. – (Circulated via email).
- e. RSN. - The Rural Bulletin. – 2/9/20, 8/9/20, 15/9/20, 22/9/20, 29/9/20. – (Circulated via email).
- f. Cllr. Tim Bearder – A40 Toilets. – (circulated via email).
- g. Cllr. Tim Bearder – Local Plan – found to be “sound”. – (circulated via email).
- h. SODC – Inspector publishes preliminary findings into South Oxfordshire Local Plan. – (Circulated via email).
- i. Clerks & Council’s Direct. – September 2020 Newsletter.\*
- j. NALC – Chief Executive’s Bulletin 28/8/20, 4/9/20, 11/9/20, 18/9/20, 25/9/20. – (Circulated via email).
- k. OALC – August 2020 Update. – (Circulated via email).
- l. SODC – Lockdown Lifestyle Survey. – (Circulated via email).
- m. ONPA - August 2020 Mailing. – (Circulated via email).
- n. SODC – Leisure Facilities in Southern Oxfordshire ready for the next phase of reopening. – (Circulated via email).
- o. OALC – Face to face or virtual meetings & last chance for Cilca mentoring. – (Circulated via email).

- p. OCC – Oxford prepares for the safe return of students. – (Circulated via email).
  - q. NALC – Rebuilding Communities, 14/9/20, 28/9/20, 1/10/20. – (Circulated via email).
  - r. Mr Greg Smith MP – Email regarding Mr Pettigrove and Horspath Fair. – (Circulated via email).
  - s. Open Spaces Society – Why do legacies matter to Open Spaces? – (Circulated via email).
  - t. Community First Oxfordshire – AGM Thursday 24<sup>th</sup> September 2020. – (Circulated via email).
  - u. SODC – District Council update for Town & Parish Councils. – (Circulated via email).
  - v. OCC – Electric blanket testing. – (Circulated via email).
  - w. SODC – District Council update for Town & Parish Councils 10/9/20, 17/9/20. – (Circulated via email).
  - x. NALC – Coronavirus Update 14/9/20, 21/9/20. – (Circulated via email).
  - y. OALC – Updated advice about Council venues and buildings. – (Circulated via email).
  - z. SODC – Urgent update for Town & Parish Councils. – (Circulated via email).
  - aa. SODC – Emerging South Oxfordshire Local Plan: Proposed Main Modifications Consultation. – (Circulated via email).
  - bb. OPFA – Coronavirus Update. – (Circulated via email).
  - cc. SODC – It’s National Recycling week and Southern Oxfordshire residents are confused about crisp tubes. – (Circulated via email).
  - dd. OCC – Oxfordshire is among the best for recycling, but how can we do better? – (Circulated via email).
  - ee. ONPA – What is the future of Neighbourhood Planning? – (Circulated via email).
  - ff. SODC – Emerging South Oxfordshire Local Plan: Consultation on Proposed Main Modifications starting Monday 21<sup>st</sup> September 2020. - (Circulated via email).
  - gg. Open Spaces Society – September 2020 Member Update.
  - hh. The Maple Tree Centre – Application to HPC for a grant. – (Circulated via email). – **Mr Peter Dobson stated that a donation of £500.00 was made in January 2020 and it was agreed that it will be reviewed in September 2020. Mr James Dobson stated that from a Parish Council perspective, we do not have the funds to make a further donation, having already received a generous donation. Mr James Dobson stated that it is important that this service remains in place and time should be set aside to see how we can support the Centre. Mr Peter Dobson stated that this will be discussed with the HSPC Solicitor.**
  - ii. London Hearts – Parish & Town Council £200 Grant. – (Circulated via email). – **It was agreed that the Clerk will obtain costs for an additional defibrillator. Mrs Oakley stated that the 2 defibrillators in the village have not been used.**
  - jj. CPRE – The Impact of Government Planning Reform. – (Circulated via email).
  - kk. OCC – Oxfordshire to re-open more libraries. – (Circulated via email).
  - ll. Emily Elias, Garsington, Cuddesdon & Horspath – Act of Remembrance. – (Circulated via email).
  - mm. SODC – Urgent update for Town & Parish Councils 25.9.20. – (Circulated via email).
  - nn. Beckley & Stowood Neighbourhood Plan Steering Committee. – SODC Local Plan Communication and Co-ordinating Activity. – (Circulated via email).
  - oo. Wheatley Parish Council – Newsletter. – (Circulated via email).
  - pp. TVP – Police & Crime Bulletin September 2020. – (circulated via email).
  - qq. OALC – September Update for Member Councils. – (Circulated via email).
  - rr. Aidan, Spring Lane, Horspath. – Land opposite his property and footpaths. – (Circulated via email by Mrs Palmer).
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.**

**148/20 PAYMENTS.**

<b>Chq</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
2785	Arrow Accounting	Internal Audit Fees 19/20		435.00
2786	Playsafety Ltd	2 x Play Area Rospa Inspections	31.20	187.20
2787	Mr R Burgess	Land Registry Search Fees		41.94
2788	Lexis Nexis	12 <sup>th</sup> Edition of Arnold Baker Book		149.99
2789	Mrs Hayley Kogel	Salary 24/8/20-24/9/20		544.08
2790	Mrs Hayley Kogel	Home Office September 2020		30.00
		Postage & Stationery		73.70
		Zoom Monthly Subscription		14.39
2791	Mr P Aries	Bus Shelter & Play Area maintenance Aug & Sept 20		120.00
		<b>TOTAL</b>	<b>31.20</b>	<b>1,596.30</b>

**149/20 RECEIPTS – None.****150/20 AOB.**

- a. Mrs Oakley reported that there is only one person in the village that wants the free electric blanket testing carried out.
- b. It was reported that Horspath School is concerned that the trees on the grass verge have all been cut down and have not been replaced. This means that there is no longer any shade area for the school children. Mr Peter Dobson stated that this is an OCC issue, not Parish Council. Mr Tim Bearder stated that OCC passed a motion to increase tree cover. Mr Bearder will find more information and report back at the next meeting.

Public:

- c. Mrs Riley asked if there is any progress with replacing the village noticeboard. Mrs Walker has said that the money left over from the Neighbourhood Watch Scheme can be used towards it. Mrs Riley stated that some villages have a village magazine listing all information about the village. Mrs Riley asked if she can look into this further for Horspath. Mr Peter Dobson stated that Mrs Riley can obtain a quote and more information. Mrs Riley stated that people in the village are asking where HSPC money is being spent. Mrs Riley stated that information about grants awarded should be more open.

**151/20 DATE OF NEXT MEETINGS.**Parish Council Planning Meeting – Tuesday 20<sup>th</sup> October 2020. To be confirmed).Horspath Parish Council Meeting – Tuesday 3<sup>rd</sup> November 2020.

Signed.....

Date.....