

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

**HORSPATH PARISH COUNCIL  
Minutes of the Parish Council Meeting held on 1<sup>st</sup> September 2020  
At 8.00pm.**

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

**Apologies** Mr P Ewart, Mrs L Hofen, Mrs  
B Oakley.

**Absent:**  
**Public:** 1

**120/20 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mr Ewart, Mrs Hofen and Mrs Oakley.

**121/20 DECLARATION OF INTEREST.** – None.

**122/20 EMERGENCY BUSINESS.** – None.

**123/20 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 4<sup>th</sup> August 2020, were agreed as correct and signed by the Chairman.

The Minutes of the Parish Council Closed Meeting held on 25<sup>th</sup> August 2020, were agreed as correct and signed by the Chairman.

**124/20 MATTERS ARISING** – None.

**125/20 PLANNING APPLICATIONS.**

**P20/S2923/ 71 Gidley Way, Horspath**

**(Full Application)**

**FUL**

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. – **Councillors agreed unanimously to uphold the objection made in 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.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P20/S1354/ 34 Blenheim Road Horspath**

**(Household)**

**HH**

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). – **Granted.**

**126/20 CLERK'S UPDATE.**

**Horspath Feast** – Having sought advice from Public Health Oxford, SODC and Thames Valley Police, in the interest of public safety of residents of Horspath, the Fair has been cancelled due to Covid-19. Mr Burgess stated that HPC has made the correct decision as new infections in Oxford have risen in the last

few days putting Oxford on an amber warning. Mrs Gillespie agreed that HPC has made the correct decision and stated that SODC are not implementing any penalties for events taking place, but have warned that organisers must assure that all security measures are covered, and if not HPC would be responsible. It was agreed that a notice will be placed on the website and on the noticeboard informing residents that the Fair has been cancelled, and that HPC looks forward to welcoming the Fair back in 2021.

**Rospa Playground Inspection** – Mr Peter Dobson confirmed that the inspection of both play areas have now been carried out. There are a few minor issues that need to be addressed and there are two pieces of equipment that are currently out of order and taped off that need additional repairs. Mr Peter Dobson stated that when the report is available, the Clerk will forward it to Oxford City Council Direct Services to provide a quote for the repairs.

**Parish Council Website** – Rebecca from White Earth Design is unable to attend the HPC Zoom meeting, but she is working on some options and will forward them asap.

**Horspath Precept 20/21** – The Clerk circulated the recent email from Mr Ken Trotter, SODC, outlining possible options in which SODC could assist with the Precept. – Mr James Dobson proposed that HPC accepts the loan of £11,000.00 from SODC to cover the shortfall, which will be repayable over the next two years, seconded by Mr Burgess. In favour – Unanimous. The Clerk will inform Mr Trotter.

**Councillor Vacancies** – SODC has confirmed that they have not received any requests for an election to be held, therefore new Councillors can be co-opted. An advert for new Councillors has been placed on the village noticeboard, but no applications have been received to date. Mr Peter Dobson stated that we need to expand the advertisement for the vacancies. It was agreed that a notice will be displayed on the website. Mrs Gillespie stated that there are lots of volunteers in the village who are helping residents during Covid-19, it is possible that one or more may be interested in this position. Mr Burgess stated that we could ask FoH if they would place an advert on their social media site. Mrs Legg stated that Wheatley Parish Council use social media to place their adverts, and suggested that Horspath School may include an advert on their newsletter. Mr James Dobson stated that thought should be given to new Parish Councillors with regards to formalised and local training.

**Rural Housing Trust** – Mr Page has not replied to the invitation to attend the Parish Council Zoom meeting. Mr Peter Dobson stated that HPC needs to fully understand the process of how the recent sale of the property at Butler Close was managed as we were addressed by members of the public. Mr James Dobson stated that a copy of the minute from the meeting should be sent to Mr Page. The Clerk will contact Mr Page.

**Fallen Trees in the Conservation Area** – Mr Prior will visit the property at Colcutt Close and remove the fallen branches and give his advice on any work required on the surrounding trees.

**Emptying of Dog Hygiene Bins** – The Clerk reported that from April 2020, SODC has increased the cost of emptying the dog hygiene bins to £3 per bin per week, plus a 15% administration charge. This increases the cost to HPC from £96.70 to £376.74 including vat, per quarter. In April 2021, the cost will increase again to £6 per bin, per week, plus a 15% administration charge. Mrs Gillespie stated that this is a very important community service, and she was not aware of this increase. Mrs Gillespie will liaise with SODC. Mrs Legg stated that Wheatley PC has also had this increase from SODC. Mrs Legg has found a contractor who is slightly cheaper and suggested that maybe PC's get together and share the costs. Mr James Dobson suggested that the Clerk ask Oxford City Council for a quote to empty the bins.

**Internal Audit 19/20** – The Clerk circulated a copy of the Internal Audit report to all Councillors. Councillors agreed that the Clerk forward the AGAR to Moore, for the External Audit to take place.

**Mr Martin Harris** – The Clerk informed Councillors that on 26<sup>th</sup> August 2020, she received notification from Mr Harris that he will be retiring from his position of Councillor for HPC and HSPC at the end of August 2020. The Clerk will inform SODC. Mrs Gillespie stated that she has known and worked with Mr Harris for many years, and he has been incredibly valuable to HPC. Mr Peter Dobson stated that he agreed with Mrs Gillespie and that he would like to keep Mr Harris on board for the future.

## **127/20 NEW PLAY AREA.**

Mr Peter Dobson stated Mrs Oakley is waiting for quotations for the play area, and when these are available further discussions are required to look at the plans.

## **128/20 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Mr Tim Bearder (County Councillor)** – Mr Bearder reported that he has circulated the Inspector’s report and all other correspondence with regards to the South Oxfordshire Local Plan EiP. Mr Peter Dobson asked if there is any movement on the outcome of the Local Plan. Mr Bearder stated that it states in the Inspector’s report that there is an agreement with OCC with regards to the land North of Bayswater Brook. OCC is surprised that this is in the Inspector’s report and they are looking into exactly what has been agreed.

Mr Bearder stated that he is pressurising OCC to get the toilets reopened on the A40 for road users, and has spoken to the County Director three times and also spoken about it on Radio Oxford. He has been told that they are looking into it. Mr James Dobson stated that this situation is worse now with Covid-19, and the need for public toilets is essential. Mr Peter Dobson thanked Mr Bearder for updating HPC on the EiP. Mr Bearder stated that a meeting will be held tomorrow evening regarding a bus service.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie reported that the Inspector at the EiP approved 6 strategic sites in the green belt for development. A traffic impact assessment has now been carried out and if 50% of the residents are working in Oxford, the other 50% are travelling elsewhere. Mrs Gillespie stated that the Local Plan is very flawed. The Inspector will make major amendments to the Local Plan, which we will be consulted on, and will then have an input on the amendments. The consultation will then have to go before full Council again, Mr Jenrick has stated that this will be before December 2020. Mrs Gillespie stated that SODC Officers hands are tied, there will be approx 20,000 more houses on the urban side of Oxford (exact numbers to be confirmed). Mrs Gillespie stated that we must get community woodland for visual purposes and air quality. Mrs Gillespie stated that she put in really good written submissions that couldn’t have been any better, but she will continue to fight for the villages. Mr Peter Dobson thanked Mrs Gillespie, Mr Bearder and Mr Harris who have done an outstanding job fighting for the villages.

## **129/20 CORRESPONDENCE.**

- a. Wheatley Parish Council – August/September 2020 Newsletter. – (Circulated via email).
- b. CPRE – England Planning Overhaul ; Cherwell Local Plan Review. – (Circulated via email).
- c. Open Spaces Society – Do you want to see a better deal for open spaces? – (Circulated via email).
- d. SODC – One more week to have your say on what matters to you in South Oxfordshire. – (Circulated via email).
- e. SODC – Keep Britain Tidy – Great British September Clean. – (Circulated via email).
- f. SODC – Town & Parish Council Update 5/8/20 – (Circulated via email)
- g. OALC – Revised NALC legal briefing on remote meetings. – (Circulated via email).
- h. Wheatley Parish Council – Travellers. – (Circulated via email).
- i. OALC – 3 Items for your attention. – (Circulated via email).
- j. RSN – Rural Funding Digest August 2020. – (Circulated via email).
- k. NALC – Rebuilding Communities. – (Circulated via email).
- l. OALC – Training for Councillors & Clerks. – (Circulated via email).
- m. Wheatley Parish Council – Community Bus Virtual Meeting 2/9/20. – (Circulated via email).
- n. RSN. - The Rural Bulletin. – 4/8/20, 11/8/20, 18/8/20, 25/8/20. – (Circulated via email).
- o. NALC – Chief Executive’s Bulletin 31/7/20, 7/8/20, 14/8/20, 21/8/20. – (Circulated via email).
- p. OALC – July 20 Update. – (Circulated via email).

- q. Cllr. Tim Bearder – Free parking at the Park & Rides in August. – (Circulated via email),
- r. Cllr. Tim Bearder – Travellers in Wheatley. – (Circulated via email).
- s. CPRE – Respect, Protect Enjoy – the Countryside Code. – (circulated via email).
- t. Cllr Tim Bearder – Response to Mr Bore’s summation today. – (Circulated via email).
- u. NALC – Rebuilding Communities. – (Circulated via email).
- v. Community First Oxfordshire – Invitation to free webinar series, resiliency, recovery and truly sustainable Communities and the CFO AGM. – (Circulated via email).
- w. Mr J Underdown – Water everywhere Manor Farm Road. – (Circulated via email). – **Noted.**
- x. OALC – Helpful advice from OCC Gypsy & Travellers Team about gates and padlocks. – (Circulated via email).
- y. OALC – Planning consultation documents and a scam which looks like it comes from Moore. – (Circulated via email).
- z. OALC – Important white paper, planning for the future and two other planning related matters. – (Circulated via email).
- aa. SODC – Update for Town & Parish Councils in South Oxfordshire. – (Circulated via email).
- bb. SODC – Keeping active during lockdown; were you inspired to keep moving or did lockdown leave you lacking in motivation? – (Circulated via email).
- cc. SODC – Help us understand the impact Covid-19 is having on your physical activity levels. – (Circulated via email).
- dd. OCC – NHT Public Representative Online Survey. – (Circulated via email).
- ee. OALC – LGA Draft Code of Conduct Consultation extended deadline for comments. – (Circulated via email).
- ff. NALC – Rebuilding Communities. – (Circulated via email).
- gg. TVP – Police & Crime Bulletin August 2020. – (Circulated via email).
- hh. OCC – Brakes more likely to be applied to Oxford’s lockdown emergency as Covid cases rise yet again. – (Circulated via email).
- ii. SODC – District Council Update 19/8/20, 27/8/20. – (circulated via email).
- jj. Community First Oxfordshire – Rural Services Survey Report 2020. – (circulated via email).
- kk. SODC – Great British September Clean. – (Circulated via email).
- ll. Window Wanderland. – Light up your community. – (Circulated via email).
- mm. OCC –Oxfordshire Together – Snow Wardens. – (Circulated via email).
- nn. Blake Morgan Solicitors – Horspath licence for works. – (Circulated via email). – **Councillors agreed that the Clerk will inform Blake Morgan that this is no longer a concern to HPC.**
- oo. Mrs Gray – Email regarding Spring Lane. – (Circulated via email). – **Councillors agreed that the Clerk will report this matter to OCC.**
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

### 130/20 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2777	Mrs H Kogel	Barrier Tape for Play Area	1.66	9.98
2778	Mr Julian Burgess	Weed & Clear patio area in Play Area		72.00
2779	Mrs C Riley			
2780	Mrs Hayley Kogel	Salary 24/7/20-24/8/20		544.08
2781	Mrs Hayley Kogel	Home Office August 2020		30.00

		Postage		27.56
		Zoom Monthly Subscription		14.39
2782	A2Z Signs Ltd	Covid-19 signage for Play Area	50.00	300.00
2783	SODC	Emptying Dog Hygiene Bins	62.79	376.74
2784	Mr Julian Burgess	Erecting safety signs in the Play Area's		69.47
		<b>TOTAL</b>	<b>114.45</b>	<b>1,444.22</b>

**131/20 RECEIPTS.**

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
16.7.20	Tony James Memorials	1 x Burial	400.00
		<b>TOTAL</b>	<b>400.00</b>

**132/20 AOB.**

- a. Mr Burgess has been asked by Mr Lee Clarke, Cycle Speedway, to ask the following questions:-  
 Can they have a copy of the peppercorn lease, as they are not eligible to claim any government grants without it? – Mr Peter Dobson is unsure of where the lease is but will check the filing cabinets. Mr James Dobson stated that HPC could write a letter to confirm that Cycle Speedway is a part of the village organisations and it is attached to the Village Hall. Mr Peter Dobson stated that a Zoom meeting with Mr Clarke can be arranged if required.  
 Mr Clarke has asked if Cycle Speedway can use the village grass cutting machinery. Mr Peter Dobson stated that he would prefer it if someone who is competent at using the machinery cut their grass. Mrs Legg stated that it is for cutting the grass on the outer bit of Cycle Speedway. Mr Peter Dobson will look into this. Mr James Dobson suggested that HPC carries out the grass cutting at Cycle Speedway for the rest of this season and then any on-going maintenance could be incorporated into the lease. Mr Dobson stated that Mr Burgess will let Mr Clarke know that Mr Gray will be asked to cut the grass for the rest of this season. Mr Clarke asked of the trees along the lane to the graveyard can be cut back as they are over growing the lane and there has been complaints that the trees are scratching people's cars. It was agreed that Mr Peter Dobson and Mr Burgess will meet with James Prior to arrange a quotation for the work required.

**133/20 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 15<sup>th</sup> September 2020. To be confirmed).  
 Horspath Parish Council Meeting – Tuesday 6<sup>th</sup> October 2020.

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