

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

HORSPATH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 1st June 2021 at 8.00pm.

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

Apologies

Absent: Mrs Hofen

Public: 4

95/21 APOLOGIES FOR ABSENCE. – There were no apologies to be made. Mrs Hofen was absent from the meeting.

96/21 DECLARATION OF INTEREST. – None.

97/21 EMERGENCY BUSINESS.

Mr Ewart reported that he has always cut the grass in the car park around his property, but as he is no longer able to do it, he has arranged with Sheila Frankum for someone from the Church to do it.

98/21 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 4th May 2021 were agreed as correct and signed by the Chairman.

99/21 MATTERS ARISING. – There were no matters arising to be discussed.

100/21 MRS VICKY SHEPPARD – Update on proposed summer village event.

Mrs Sheppard confirmed that she has the certificate of public liability insurance for the event, and will pass on to the Clerk. Mrs Sheppard also has an invoice for £450.00 for the stage to be erected and removed, which will be sited by the railway line, which just covers labour costs as all materials are free of charge. Mrs Sheppard stated that she has looked into obtaining a road closure for the event but it is proving difficult, so will not pursue this. Mrs Sheppard will now start to organise the stalls, the food and entertainment for the event, and will also contact Pony Pursuits and will incorporate the Cricket Club. Mr Peter Dobson raised concern about the invoice for £450.00. Mrs Sheppard stated that it is a quotation, not an invoice. Councillors agreed for Mrs Sheppard to use the electricity supply on the Village Green. Mrs Sheppard will need to check that the supply is sufficient. Mrs Sheppard asked about toilet facilities. Mrs Oakley stated that the Village Hall and the Pub toilets could be used. Mrs Sheppard asked permission to use the Village Hall wheelie litter bins, although she has a team of volunteers to collect the litter. Mr Peter Dobson asked what other costs are involved with the event. Mrs Sheppard stated that the only additional costs would have been for toilet facilities and litter bins, but these have now both been covered. Mr Timbs asked what businesses will be involved with the event. Mrs Sheppard stated that she has a list of businesses to contact. Mr Peter Dobson stated that if we can use local businesses, then we should. Mr Burgess proposed that HPC give permission for the event to go ahead on Sunday 29th August 2021, and Mrs Sheppard apply to HSPC for a grant to cover the stage. Councillors agreed to underwrite the cost of the stage if a grant is not successful. Mrs Sheppard will publish all details on social media, and will keep HPC updated.

101/21 PLANNING APPLICATIONS.

- P20/S3269/ Land to the rear of 128 Gidley Way, Horspath (Full Application)**
FUL Redevelopment of existing builders 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). (As amended by plan 17-001 F 340 showing elevations of proposed ancillary building received 24 November 2020 and as amplified by supplementary soil report received on 10 December 2020 and as amended by a revised report dated 27 January 2021 and as amended by plans ref 619A, 600A, 601A, 602A, 603A, 611A, 612A, 614A and 615A which includes a reduction the volume of the dwelling, removal of the garage, resiting of the building and additional windows in the western elevation and as amended by revised remediation strategy March 2021). – **Horspath Parish Council support this application but consider it important that comments from Highways Department are taken in to consideration along with covenants on other buildings nearby.**
- P21/S1748/ 21 Gidley Way, Horspath (Householder)**
HH Single and two storey rear extension and new vehicular access. - **Horspath Parish Council support this application and recommend approval.**
- P21/S2021/ 51 Gidley Way, Horspath (Full Application)**
FUL Demolish the existing chalet bungalow and build a replacement chalet bungalow. - **Horspath Parish Council objects to this application on the grounds that it will have a significant impact on neighbouring properties.**
- P21/S2002/ 51 Gidley Way, Horspath (Householder)**
HH Raise the ridge height of the existing chalet bungalow and build a 1.5 storey rear extension. - **Councillors support this application subject to neighbours views being taken into consideration and the views of the SODC Planning Officer.**
- P21/S1987/ 2 The Green, Horspath (Full Application)**
FUL Erection of detached one bedroom home with parking, amenity space and associated works. - **Horspath Parish Council objects to this application on the grounds that; it is not in-keeping with existing houses, it stands proud of the housing line and there is no easement in place to access the property. Horspath Parish Council is in dispute with the applicant's statement made with reference to the easement.**
- P21/S1352/ 59 Gidley Way, Horspath (Full Application)**
FUL As amended by plans to extend gardens and energy statement received 14th May 2021. – **Horspath Parish Council support this application and recommends approval.**
- P21/S1625/ Land adjacent to 69 Gidley Way, Horspath**
DIS As amended by plans and information received 27th May 2021. - **Horspath Parish Council supports this application and recommends approval.**
- P21/S1919/ 144 Gidley Way, Horspath**
LDP Proposed ancillary building in the rear garden. ****Certificate of Lawful Development****
****For information only*****
Mrs Gillespie stated that SODC is now considering lawful development on this building as it is now smaller and will not have such a big impact.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P21/S4227/ 24 Blenheim Road, Horspath (Householder)**
HH Erection of garden office. – **Granted.**
- P20/S4516/ 45 Manor Farm Road, Horspath (Full Application)**
FUL Rebuild a house including loft extension, side extension and extension of front elevation.
– **Granted.**

P21/S1611/ HH Three Acres, Sandy Lane, Horspath (Householder)
Variation of Condition 2 (approved plans) on application P18/S2036/HH – changes to window and door openings; dormer window with juliet balcony added to south elevation; velux roof lights to south elevation changed to velux Cabrio balcony and 900mm wide access path cut into embankment at rear of annex. – **Granted.**

102/21 CLERK'S UPDATE.

New Play Area – Mr Timbs has confirmed that quotations are being obtained from additional suppliers and further information will follow when everything is ready. Reputable companies are very busy with a number unable to assist at all.

Parish Council Annual Insurance Renewal – Mr Peter Dobson confirmed that the Clerk can agree to a three year insurance policy with BHIB Insurance, which reduces the annual renewal cost by almost £300.00 for this year.

Rospa Inspections – The play area inspections are due in July 2021.

Chequers Inn – The tenant has confirmed that he has removed the temporary sheds as requested. Mr Burgess stated that the smoking shelter needs to be painted.

Future Parish Council Meetings – Mr Peter Dobson stated that as not all Councillors have had their second vaccination, he is minded to request that the July meeting takes place via Zoom for the safety of Councillors and members of the public. Councillors agreed unanimously that the July meeting will take place via Zoom, and will review at that meeting for the August meeting.

103/21 INTERNAL AUDIT REPORT 2020/2021.

The Clerk circulated a copy of the Internal Audit Report to all Councillors. There were several points raised by the Internal Auditor, all of which will be reviewed by the Finance Sub-Committee. Councillors agreed that the Clerk can raise the refund of £1475.00 to Garsington Parish Council, to cover the vat charged on the invoice for legal fees in error.

104/21 CYCLE SPEEDWAY LEASE – Update.

Mr Burgess reported that he has spoken with Blake Morgan, who require some information that Mr Burgess has requested from Cycle Speedway, along with a plan of the site. Mr Peter Dobson will pass on a copy of the plan to Mr Burgess to forward to Blake Morgan.

105/21 NEW WEBSITE. – Update.

Mr Burgess stated that more information is required for the new website, but it can also be added at a later date if necessary. Mr Peter Dobson stated that the new website will need to embrace the Village Hall booking system. Mr Peter Dobson will hold a HVHMC meeting in June 2021 where bookings for the Village Hall will be discussed. Mr Burgess stated that he will speak with Lemoneye and arrange for a link to the Village Hall booking system to be added tomorrow.

106/21 HORSPATH ALLOTMENTS – DRAFT LEASE.

Mrs Fiona Smith has highlighted the correct area on the map supplied with the draft lease. The Clerk will send this information back to Winckworth Sherwood Solicitors to make the necessary corrections before the lease can be signed.

107/21 HORSPATH BRIDGE SECURITY.

Mr Peter Dobson circulated information to all Councillors regarding the anti-social behaviour taking place on the adjacent land owned by the Department of Transport and managed by HRE and also on the bridge. Mr Peter Dobson and Mr Burgess recently met with HRE to look at the security of the bridge and HRE

have agreed to fund security fencing, and have suggested two possible options that they would like HPC to consider, either fencing the wing-walls only, or fencing the wing-walls and perimeter of the land. At the meeting Mr Peter Dobson also suggested that a timber post and rail fence around the boundary could be another option. Mr Peter Dobson stated that if palisade fencing was installed, a hedge-row could be planted in front of it. Mr Peter Dobson stated that Mr Kelly and Mr Munt have both agreed to install fencing around their land. Mr Peter Dobson informed Councillors that the area must be made safe, and recently advice from OALC was that HPC could become liable in the future as there is no security between the Village Green and private land.

Following discussions, Councillors agreed for HRE to install 6ft high palisade fencing at the bottom of the line bank and wooden fencing on the wing-walls. Mr Peter Dobson will clarify the height of the fencing and inform HRE of HPC decision.

108/21 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Tim Bearder (County Councillor) – Mr Peter Dobson congratulated Mr Bearder on his success and recent promotion. Mr Bearder stated that he is working with a great team of people and there are lots of exciting things ahead. Mr Bearder reported that he had attended a meeting at No 10 today and they are on side with lots of things that he's doing. Mr Bearder stated that he is working with the Green Party and Labour Party and with Oxford City Council promoting development in the Green Belt, he will be mending relationships. Mr Bearder stated that he is not the cabinet member for Highways.

Mrs Elizabeth Gillespie (District Councillor) – Mrs Gillespie also congratulated Mr Bearder on his recent promotion, and she has complete confidence that Mr Bearder will provide a great service and continue to support us. Mrs Gillespie is hoping that Mr Bearder will be able to deal with the Oxfordshire Growth Board. Mrs Gillespie stated that she will always stay to the end of meetings and report to Mr Bearder where necessary, but suggested that Mr Bearder give his report earlier in the meeting as he has other meetings to attend to.

Mrs Gillespie reported on the mis-use of the cycle path that is in the parish of Horspath. It is an inappropriate use of an SSI and it needs to be protected. Oxford Science Park has lots of land there which has not been developed. Mr Bearder will speak to Mr Haines later this week.

109/21 CORRESPONDENCE.

- a. Bioabundance. – Please help. – (Circulated via email).
- b. SODC. – South & Vale Business Support. – (Circulated via email).
- c. SODC. – Assets of Community Value Online Event – Registration closes Tuesday 11th May 2021 at 5pm. – (Circulated via email).
- d. NALC. – Reopening & reimagining of your community buildings 10/5/21, 17/5/21. – (Circulated via email).
- e. NALC – Chief Executive's Bulletin. 7/5/21, 14/5/21, 21/5/21. – (Circulated via email).
- f. SODC. – A statement from South Oxfordshire District Council. – (Circulated via email).
- g. OALC. – Please make a nomination for the NALC Star Council Awards and updated information about meeting from NALC. – (Circulated via email).
- h. NALC. – Coronavirus Update 6/5/21. – (Circulated via email).
- i. RSN – Rural Funding Digest May 2021. – (Circulated via email).
- j. OCC. – The Champions flying the flag for Live Well Oxfordshire website. – (Circulated via email).
- k. CPRE. – Sewage, flooding and water Town & Parish Survey. – (Circulated via email). – **Mr Ewart completed the survey.**
- l. Geoff Stephens. – Littleworth Nature Reserve – New map. – (Circulated via email).
- m. Bioabundance. – Climate considerations. – (Circulated via email).
- n. RSN. - The Rural Bulletin. – 5/5/21, 12/5/21, 18/5/21, 25/5/21. – (Circulated via email).

- o. Cllr. Tim Bearder. – Emergency contact numbers for OCC. – (Circulated via email).
- p. The Maple Tree Centre. – Spring Newsletter. – (Circulated via email).
- q. South Oxfordshire CAMRA. – Assets of Community Value. – (Circulated via email).
- r. Mr Dunstan. – Email regarding Maple tree on the recreation ground. – (Circulated via email). –
Councillors voted unanimously to accept the quotation of £500.00+vat from Mr Prior to carry out the work. The Clerk will instruct Mr Prior.
- s. Citizens Advice Oxfordshire South & Vale. – In touch with you. – (Circulated via email).
- t. NALC. – Newsletter 12/5/21, 19/5/21. – (Circulated via email).
- u. ONPA. – Mailing May 2021. – (Circulated via email).
- v. Morland House Surgery. – Latest news. – (Circulated via email).
- w. SODC. – Councils welcome call on climate action. – (Circulated via email).
- x. Wheatley Windmill Preservation Society. – Windmill Newsletter. – (Circulated via email).
- y. SODC. – South Oxfordshire Town & Parish Forum – Climate Action – How we can take action together – Online event. – (Circulated via email).
- z. Bioabundance. – Setting up dedicated climate centres – 25th May 2021. – (Circulated via email).
- aa. SODC. – This week’s headlines – South & Vale Business Support. – (Circulated via email).
- bb. SODC. – Great British Spring Clean 2021 – South Oxfordshire. – (Circulated via email).
- cc. SODC. – Councils launch a litter bug detective’s activity trail for half term. – (Circulated via email).
- dd. SODC. – Councils offer the chance to win a micro scooter as part of their air quality superhero competition for primary school children. – (Circulated via email).
- ee. Fiona Butler. – Historic Oxfordshire railway bridge set for new lease of life. – (Circulated via email). –
Noted.
- ff. SODC. – South News May 2021. – (Circulated via email).
- gg. SODC. – Sports facility opens at Great Western Park. – (Circulated via email).
- hh. Mrs Abbott. – Gately Green. – (Circulated via email). –**The clerk will notify Mrs Abbott that the grass cutting is carried out by SODC.**
- ii. SODC. – Notice of receipt of new ACV nomination: S ACV/16. – (Circulated via email).
- jj. OCC. – Winners revealed in Oxfordshire libraries e-book short story competition. – (Circulated via email).
- kk. Community First Oxfordshire. – Take stock and plan ahead with a Community Review. – (Circulated via email).
- ll. Mrs Foot. – Email about rubbish left at the entrance of the Berkeley Homes site. – (Circulated via email). –
Mr Peter Dobson and Mrs Oakley recently visited the site and it appears that the rubbish has been moved from 76 Gidley Way to the building site by the driveway of Berkeley Homes, and is particularly messy. The Clerk has reported this issue to SODC. Mrs Oakley reported that she had a call from the Manager at Berkeley Homes hoping that HPC could assist with this matter. Mrs Oakley stated this is not a fly-tipping issue. Mr James Dobson stated that they will still require a waste transfer licence. Mrs Gillespie will liaise with SODC. Mrs Oakley requested that the Clerk write to the Manager at Berkeley Homes to inform her that although HPC does sympathise with her situation, we are not able to assist as the rubbish is coming from one house to another.
- mm. OALC. – Training dates for May & June 2021. – (Circulated via email).
- nn. Bioabundance. – Castle Point and Identical Situation. – (Circulated via email).
- oo. SODC. – Financial support available for residents in need in South Oxfordshire and Vale of White Horse. – (Circulated via email).
- pp. SODC. – Town & Parish Councils Action Climate Forum 27/5/21. – (Circulated via email).
- qq. Geoff Stephens. – Nature reserve path clearance. – (circulated via email).
- rr. Morland House Surgery. – Newsletter. – (Circulated via email).

- ss. SODC. – District Councils help local businesses re-open and welcome back customers safely. – (Circulated via email).
- tt. Bioabundance. – Talk 2/6/21. – (Circulated via email).
- uu. SODC. – Riverside outside pool and campsite to re-open for the summer season. – (Circulated via email).
- vv. SODC. – South Oxfordshire District Council appoints new Chair. – (Circulated via email).
- ww. OCC. – Trials to improve safety and air quality outside schools to expand in Witney, Oxford and Abingdon. – (Circulated via email).
- xx. OCC. – Funding boost to transform future of transport in Oxfordshire. – (Circulated via email).
- yy. Open Spaces Society. – Latest news about paths and open spaces. – (Circulated via email).
- zz. SODC. – We’d like to say a big “thank you” to all the volunteers across southern Oxfordshire. – (Circulated via email).
- aaa. Bioabundance. – Minutes of the meeting held on 20/5/21 and next meeting on 3/6/21. – (Circulated via email).
- bbb. SODC. – Changes confirmed for parking in South Oxfordshire from 1/6/21. – (Circulated via email).
- ccc. CPRE. – Amazing hedgerows- CPRE Oxfordshire & Wild Oxfordshire launch new project. – (Circulated via email).

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

displayed on Village Hall & village noticeboards.

110/21 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Salary 24/3/21 – 24/4/21 & Increased hours back pay Jan, Feb, March 21		1332.05
BACS	Tetbury Accounting Ltd	Payroll Services up to 31/3/21	32.00	192.00
BACS	R Hamlet Ltd	Repairs to hygiene facilities in Village Hall	87.00	522.00
BACS	Mrs Hayley Kogel	Home Office May 2021		30.00
		Zoom Monthly Subscription		14.39
BACS	Mrs Hayley Kogel	Salary 24/4/21 – 24/5/21		800.18
BACS	OALC	Village Green Training Event x 2	20.00	120.00
BACS	OALC	Village Green Training Event x 1	10.00	60.00
BACS	BHIB Insurance	Renewal Annual Insurance Policy		3,376.37
BACS	BHIB Insurance	Renewal Agricultural Policy		170.24
BACS	Mr P Aries	Bus Shelter/Play Area maintenance April/May 2021		120.00
BACS	Knights	Legal Fees for land registration of Bowley Field and Recreation Ground, & Village Green Horspath	357.20	2,143.20
		TOTAL	506.20	8,880.43

Mr Peter Dobson has instructed Knights Solicitors to go ahead and register the land for the Village Green, the Bowley Field and the Recreation Ground. Mr Peter Dobson stated that there have been some complications as not all documents required were available. The documents have been submitted, which

means that nothing else can be done with the land by anyone else. Mr Peter Dobson stated that there may be further costs incurred with this process in the future.

Mr James Dobson has circulated a list of possible dates for the Finance Sub-Committee meeting.

HORSPATH RECREATION CHARITY

Paid by	To Whom Paid	Details	Total £
BACS	SSE	Electricity supply on Village Green	31.79
		TOTAL	31.79

111/12 RECEIPTS. – None.

112/21 AOB.

- a. Mr Peter Dobson stated that the HSPC Workshop will be held on Tuesday 8th June 2021.
- b. Mr Timbs asked if Councillors could be informed of the amount of money available for spending on a monthly basis. Mr James Dobson stated that we need to monitor spending against the budget. The Clerk stated that the Internal Auditor recommends quarterly reviews of the finances, which will be discussed at the Finance Sub-Committee meeting.
- c. Mr Ewart stated that he is delighted to read that the bridge is now safe and due for refurbishment in September 2021.

Public:

- d. Mrs Riley reported that the drains at Common Hill are blocked along with the gullies in Blenheim Road.

113/21 DATE OF NEXT MEETINGS.

Horspath Stone Pit Charity Workshop – Tuesday 8th June 2021.

Parish Council Planning Meeting – Tuesday 15th June 2021. (To be confirmed).

Horspath Parish Council Meeting – Tuesday 6th July 2021.

Signed.....

Date.....