

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

**HORSPATH PARISH COUNCIL  
Minutes of the Annual Parish Council Meeting held on 4<sup>th</sup> May 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:** 1

**73/21 ELECTION OF CHAIRMAN.**

The Clerk invited nominations for the position of Chairman. Mrs Oakley proposed that Mr Peter Dobson continue in this position, seconded by Mr Burgess. All Councillors voted unanimously in favour of this proposal. Mr Peter Dobson accepted the position of Chairman.

**74/21 ELECTION OF OFFICERS.**

**Vice Chairman** – Mr Timbs proposed that Mr Burgess continue in this position, seconded by Mrs Dobson. All Councillors voted in favour. Mr Burgess accepted the position of Vice Chairman.

**School Governor** – Mr Peter Dobson stated that the School now appoints a Governor. Mrs Oakley will liaise with the School.

**Village Hall Committee** – Mr Peter Dobson stated that at the moment it is just himself and Mrs Oakley on the committee, and that more volunteers are required to re-establish the committee. Mrs Dobson and Mr Ewart agreed to join the committee.

**Fest Money Collection** - Mr Burgess agreed to continue in this position and arrange collection.

**Stagecoach Sub Committee** – Councillors agreed that Mr Peter Dobson, Mr James Dobson, Mrs Hofen and Mr Burgess will form the sub-committee.

**Finance Sub Committee** – Councillors agreed that Mr Peter Dobson, Mr James Dobson, Mr Burgess and Mrs Dobson will continue their roles as the sub-committee.

Mr Dobson stated that all Councillors are welcome to attend any meetings arranged by the various sub-committees.

**75/21 APOLOGIES FOR ABSENCE.** – There were no apologies to be made. Mrs Hofen was absent from the meeting.

**76/21 DECLARATION OF INTEREST.** – None.

**77/21 EMERGENCY BUSINESS.**

Mr Peter Dobson informed Councillors that work has been required in the Village Hall to replace the hand dryers and other small repairs to maintain the health and hygiene of the building. HPC is required to cover the cost of the repairs as we are responsible for the fabric of the building. The cost in total is around £800.00. Mr James Dobson stated that for more consistency, it needs to be clearer on certain fixture items. Mr Peter Dobson will look into this in the future. Councillors voted unanimously to cover the cost of the repairs. Mr Peter Dobson stated that the Village Hall has now been decorated and repairs under the windows have been funded by the Village Hall, along with the addition of a grant from County Councillor, Mr Tim Bearder.

**78/21 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 6<sup>th</sup> April 2021 were agreed as correct and signed by the Chairman.

**79/21 MATTERS ARISING.** – There were no matters arising to be discussed.

**80/21 MRS VICKY SHEPPARD – Update on proposed summer village event.**

Mr James Dobson stated that at the last meeting Councillors agreed for Mrs Shepherd to contact OCC Highways with regards to a road closure for the event, has there been any update on this. The Clerk confirmed that no update has been received on this. Mr Burgess stated that Mrs Shepherd has managed to purchase event insurance from OCC but is waiting to receive final confirmation. Mr Burgess stated that the road closure is proving to be difficult so may have to run the event like the Fair without a road closure. Mr Peter Dobson stated that the next HPC meeting is on 1<sup>st</sup> June 2021 and the proposed event is planned for August, so suggested that the Clerk contact Mrs Sheppard informing her that HPC wants to support the event but more information is required, including details of the road closure before we can commit. Mr Burgess stated that if HPC requires a road closure, could the cost of this, estimated to be in excess of £1,000 be funded by HSPC. Mrs Oakley stated that this is a fund raising event from which HPC and St Giles Church will benefit for any funds raised, and now HSPC is being asked to consider funding £1,000 for the road closure, will the event raise £1,000? Mr Burgess stated that HSPC was only a suggestion. Mrs Oakley stated that at the last meeting Mr Timbs suggested that the event be held on the Bowley Field, which wouldn't involve any costs for road closures. Mr Peter Dobson stated that HPC has agreed to support some kind of fair/feast, we need to understand the details of the event before any commitment is made. Mr James Dobson suggested that the Bowley Field is re-offered to Mrs Sheppard as it may be more achievable for an August event, but consideration will need to be given to the Cricket Club and also to the trees with regards to damage. Mr Timbs stated that HPC could arrange the event if Mrs Sheppard decides not to go ahead.

**81/21 PLANNING APPLICATIONS.**

- 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. (As amended by plan 17-001 F 340 showing elevations of proposed ancillary building received 24/11/20 and as amplifies by supplementary soil report received on 10/12/20 and as amended by a revised report dated 27/1/21 and as amended by plans ref 619A, 600A, 601A, 602A, 603A, 611A, 612A, 614A and 615A which includes a reduction of the volume of the dwelling, removal of the garage, re-siting of the building and additional of windows in the western elevation). – **Councillors voted in favour of recommending approval.**
- P20/S4516/ 45 Manor Farm Road, Horspath (Full Application)**  
**FUL** Rebuild a house including loft extension, side extension and extension of front elevation. – **Councillors have no objections and voted unanimously in favour of recommending approval.**
- P21/S1352/ 59 Gidley Way, Horspath (Full Application)**  
**FUL** Proposed sub-division of dwelling into two dwelling units with internal and external associated works. – **Councillors have no objections and voted unanimously in favour of recommending approval.**

**P21/S1611/ Three Acres, Sandy Lane, Horspath (Householder)**  
**HH** 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 rooflights to south elevation changed to velux Cabrio balcony and 900mm wide access path cut into embankment at rear of annex. – **Councillors have no objections and voted unanimously in favour of recommending approval.**

**P21/S1021/ 144 Gidley Way, Horspath**  
**LDP** Proposed garden building. **\*\*Certificate of Lawful Development\*\***  
**\*\*This application has been withdrawn by the applicant\*\***  
Mrs Gillespie stated that she has been in contact with the Planning Officer, who has informed the applicant that they have not presented exceptional circumstances with this application. The Planning Officer is expecting the applicant to submit another planning application that will be smaller and will not block the view from the neighbouring property.

Mr Timbs asked if there is any further information about the caravan park at Sandy Lane. Mr Burges stated that there is a huge caravan there. Mrs Gillespie stated that they are permitted to be there, and she is monitoring the park.

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

**P21/S0579/ 19 Gidley Way, Horspath (Householder)**  
**HH** Single storey extension at the rear. – **Granted.**

#### **82/21 CLERK'S UPDATE.**

**Flooding at Gidley Way** – OCC Highways have visited the site and assessed the problem reported. They have confirmed that the drains are not blocked it is the volume of water flowing that is causing the issue. They will continue to monitor the area in their routine inspections.

**Rospa Playground Inspection** – Mr Peter Dobson confirmed that he has signed off the repairs which have now been completed.

**Future Parish Council Meetings** – Regulations brought in at the start of the pandemic to allow virtual council meetings come to an end at midnight on 6<sup>th</sup> May 2021. Mr Peter Dobson stated that he is concerned about holding face to face meetings from June 2021. Meetings will have to take place in the Village Hall but we cannot guarantee the number of people attending. Mr Peter Dobson suggested that the June 2021 meeting is held via Zoom and then consider face to face meetings from July 2021, at which time hopefully all Councillors will have received both doses of the vaccine. Mr James Dobson stated that to control numbers attending the meeting, HPC could consider holding hybrid meetings, with Councillors in the room and the public join the meeting via Zoom. Mrs Dobson stated that she supports remote meetings for the time being to ensure that everyone is safe.

Councillors voted unanimously in favour of the June 2021 meeting being held remotely.

**OALC Village Green Training Event** – It was agreed that Mr Peter Dobson, Mrs Oakley and Mr Ewart will attend the training event.

#### **83/21 STATEMENT OF ACCOUNTS AND ANNUAL RETURN (AGAR) 2020/21.**

The Clerk circulated copies of the annual return and statement of accounts to all Councillors, which were unanimously agreed. The Clerk will now make contact with a new audit company to arrange for the internal audit to take place.

**84/21 CYCLE SPEEDWAY LEASE – Update.**

The Clerk has recently forwarded Cycle Speedway's constitution onto Blake Morgan Solicitors as requested and asked that Mr Miscampbell contact Mr Burgess to discuss the draft lease.

**85/21 PLAY AREA – Update.**

Mr Timbs stated that he was hoping for a drawing and a quotation for the play area, but this has been delayed due to the company having a back log. Mr Timbs is hopeful that both will be available at the June meeting. Mrs Oakley stated that there is only one company, Wickstead who are interested at the moment, but two quotations will be required.

**86/21 NEW WEBSITE – Update.**

The Clerk stated that she is waiting for information from the sub-committee about the new website so that it can be passed back to Lemoneye to finalise. Mr James Dobson stated that the sub-committee need to meet to go through the questions and information required. Mr James Dobson suggested that the Clerk circulate the link to the new website to all Councillors for their comments. Mr Peter Dobson stated that we need to look at the existing website and decide what information we want transferred to the new website. Mr Burgess will organise a meeting of the sub-committee.

**87/21 HORSPATH ALLOTMENTS – DRAFT LEASE.**

Mr Peter Dobson informed Councillors that this lease is a mirror of the existing lease. Mr Peter Dobson suggested that Councillors give permission for himself and Mr Burgess to go through the lease and if satisfactory, approve the lease. If any Councillors have any comments, please send them to the Clerk by next Wednesday.

**88/21 MOUNTAIN BIKE TRACK.**

Mr Timbs has recently circulated an email about mountain bike excavations at the top of Hill Lane. Mr Timbs reported that he has recently spoken with Ivan, who has confirmed that there is an agreement as to how far the track can be expanded. The Park Wardens have notified Oxford City Council of their concerns with regards to liability if there is an accident.

**89/21 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Mr Tim Bearder (County Councillor)** – Mr Bearder reported that there was a fallen tree in the village last night. OCC did not attend to the tree as quickly as he would of like. Mr Bearder passed thanks to the person who chain sawed the tree.

Mr Burgess asked if Mr Bearder could arrange for the white lines to be re-painted on the road by the Village Shop. Mr Peter Dobson stated that the white line on Church Road by the School also need re-painting. Mrs Dobson stated that the white lines by the Chequers Inn on the Village Green leading to the houses also needs re-painting. Mr Bearder will pass these requests on to OCC, but not the Village Green as that is Parish Council land.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie reported that she has walked across the bike track and was very impressed as the site is immaculate.

Mrs Gillespie stated that not much is happening at SODC as all Councillors are campaigning. Mrs Gillespie stated that it is very difficult not having the offices open, and she is looking forward to returning to face to face meetings. Mrs Gillespie stated that although Covid cases in Oxfordshire are very good in Oxfordshire, SODC will be lax on people who continue to hold meetings remotely.

**90/21 CORRESPONDENCE.**

a. Bioabundance. – 29<sup>th</sup> April 2021 Oral hearing of our case. – (Circulated via email).

- b. NALC. – Have you considered community business? 19/4/21, 26/4/21 – (Circulated via email).
- c. Wheatley Parish Council. – April/May 2021 Newsletter. – (Circulated via email).
- d. SODC. – South Town & Parish Council update 9/4/21, 15/4/21, 23/4/21. – (Circulated via email).
- e. OALC. – Message from OCC regarding the death of the Duke of Edinburgh. – (Circulated via email).
- f. NALC – Chief Executive’s Bulletin. 9/4/21, 16/4/21, 23/4/21. – (Circulated via email).
- g. Need not Greed Oxfordshire. – Local Elections this May – Where does your candidate stand on planning issues and the future of Oxfordshire. (Circulated via email).
- h. TVERC. – Update April 2021. – (Circulated via email).
- i. RSN – Rural Funding Digest April 2021. – (Circulated via email).
- j. Bioabundance. – Future Meetings. – (Circulated via email).
- k. RSN. - The Rural Bulletin. – 7/4/21, 13/4/21, 20/4/21, 27/4/21. – (Circulated via email).
- l. OCC. – Oxfordshire Libraries set to reopen in April 2021. – (Circulated via email).
- m. OALC. – The end of virtual meetings. – (Circulated via email).
- n. Bioabundance. – Minutes of the meeting held on 1/4/21. – (Circulated via email).
- o. Cllr. Tim Bearder. – Annual Parish Report. – (Circulated via email).
- p. OCC. – SSEN’s Resilient Communities Fund 2021. – (Circulated via email).
- q. OCC. – Highways and Transport Operations – Latest Structure Chart. – (Circulated via email).
- r. OALC. – Notice of meetings during official period of mourning. – (Circulated via email).
- s. NALC. – How to get young people involved in local Councils 13/4/21, 20/4/21. – (Circulated via email).
- t. OCC. – Revised TTRO (T8703) Temporary Road Closure – Oxford A4142 Eastern Bypass (Northbound only). – (Circulated via email).
- u. Morland House Surgery. – May 2020 Newsletter. – (Circulated via email).
- v. Friends of Littleworth Nature Reserve. – Activity Update. – (Circulated via email).
- w. Ms Natalie Oakley. – Bus shelter library. – (circulated via email). – **Mr Peter Dobson stated that it is a very kind offer from Ms Oakley to organise shelves in the bus shelter as requested on social media, but as the bus stop will be used more frequently in the near future the space will be needed, and also it could be a public liability issue if there was an accident. Mr James Dobson stated that the books being in the bus shelter have been well managed and well received, but the bus shelter is not the best location for this. Mr James Dobson suggested a purpose built section on the back of the bus shelter would be better. Mr Peter Dobson stated that although it has been well received, he doesn’t want it to be a permanent fixture. Mr Timbs suggested that the Hub may be a better suited location. Mrs Oakley stated that there is a very good library in the Hub, but unless you are attending classes, access to the library is only on a Friday. Mr Peter Dobson stated that Wheatley library is now open. Mr James Dobson stated that if there is a call for it, a suitable location needs to be found and HPC possibly contribute to something that is purpose built. Mr Peter Dobson stated that this facility can continue for now for the benefit of the village but it cannot be a permanent fixture. Mrs Horne passed thanks to Ms Oakley for providing the service and suggested that she look into alternative locations for the future.**
- x. OALC. – For Councils that operate car parks. – (Circulated via email).
- y. Bioabundance. – Elections May 6<sup>th</sup> – Would you be able to help? – (Circulated via email).
- z. Open Spaces Society. – Manifesto for Wales/Fundraising/A Greener London. - (Circulated via email).
- aa. SODC. – South & Vale Business Support. – (circulated via email).
- bb. Oxford Preservation Trust. – OPT Awards 2021 open for entries. – (Circulated via email).
- cc. NALC. – Reopening and reimagining your community buildings. – (Circulated via email).
- dd. OCC. – Temporary road closure and no waiting (T8840) – Wheatley, London Road and A40 slip roads. – (circulated via email).

- ee. SODC. – Your invitation to join the Assets of Community Value online event 12/5/21. – (Circulated via email).
- ff. OCC. – TTRO (T8949) Temporary Road Closure & No Waiting – Oxford, A40 Northern Bypass (Westbound only). – (Circulated via email).
- gg. Open Spaces Society. – Grant a Green Campaign. – (Circulated via email).
- hh. Bioabundance. – Three easy actions for the Climate & Ecological Emergency Bill. – (Circulated via email).
- ii. OCC. – Shared Lives Carers. – (Circulated via email).
- jj. Enrych Oxfordshire. – Donation Request. – (Circulated via email). – **To be reviewed after the sub-committee finance meeting.**
- kk. Bioabundance. – Meeting 30/4/21. – (circulated via email).
- ll. Open Spaces Society. – New campaign and appeals. – (Circulated via email).
- mm. SODC. – All three Great Western Park community centres now open. – (Circulated via email).
- nn. Bioabundance. – Demonstration on Sunday against over-development. – (circulated via email).
- oo. OALC. – The end of virtual meetings. – (Circulated via email). – **Noted.**
- pp. OALC. – Free Unity Trust Bank and Gypsy and Traveller Services Sessions. – (Circulated via email).
- qq. Oxford City Council. – Cycling developments at Shotover Country Park. – (Circulated via email). – **Mr Burgess stated that HPC does not have any control over the cycling developments. Mr James Dobson stated that he would like to hear more detail of the developments from Oxford City Council. Mr Timbs agreed to attend the meeting and report back at the next meeting.**
- rr. CPRE. – Oxfordshire Plan 2050. – (Circulated via email).
- ss. OCC. – Revised TTRO (8949) Temporary road closure and no waiting – Oxford, A40 Northern bypass (westbound only). – (Circulated via email).
- tt. Playinnovation Ltd. – Tennis Superstar – Join the tennis revival in schools. – (Circulated via email).
- uu. TVP. Police & Crime Bulletin April 2021. – (Circulated via email).
- vv. Mr Street, 51 Gidley Way, Horspath. – Recently submitted planning application. – (Circulated via email). – **Mrs Gillespie has spoken with the Planning Officer who has been in communications with the applicant and suggested a site meeting. Mr James Dobson stated that applicants are given the opportunity to speak at HPC meetings with regards to planning applications, and it would be more appropriate when HPC has received the planning application. Mrs Oakley stated that with regards to the comments from the two neighbours, the plans have not changed. Councillors agreed that Mr James Dobson, Mr Burgess, Mrs Dobson and Mrs Gillespie will attend a site meeting on Wednesday 12<sup>th</sup> May 2021 at 7pm. Mr Peter Dobson stated that all Councillors are welcome to attend. The Clerk will inform Mr Street.**
- ww. OCC. – Safety Advisory Groups Covid checklist for events. – (Circulated via email).
- xx. OALC. – Funding message from OCC. – (Circulated via email).
- yy. CPRE. – Oxfordshire Plan 2050 – Prepare to take action. – (Circulated via email).
- zz. SODC. – A statement from SODC. – (Circulated via email).
- aaa. Bioabundance. – Today's appeal to take our case to the High Court. – (Circulated via email).  
*\* original held by the Clerk, copy available on request.  
 # displayed on Village Hall & village noticeboards.*

## 91/21 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office April 2021		30.00
		Stationery		53.55
		Zoom Monthly Subscription		14.39

BACS	SODC	Emptying Dog Hygiene Bins	62.79	376.74
BACS	Mrs C Riley	2 <sup>nd</sup> Prize Photo Competition		20.00
BACS	OGBN	Annual Subscription		15.00
BACS	OPFA	Annual Subscription		42.00
BACS	Ms T Oyarzabal	3 <sup>rd</sup> Prize Photo Competition		10.00
BACS	JJ Bark	Mower repair and service	83.80	502.78
BACS	BHIB	Annual Insurance Policy Renewal		3,632.76
BACS	Ms K Szulc-Lerch	1 <sup>st</sup> Prize Photo Competition		30.00
BACS	Asda Voucher	Thank you to Mrs Palmer for managing the website		50.00
		<b>TOTAL</b>	<b>146.59</b>	<b>4,777.22</b>

#### **HORSPATH RECREATION CHARITY**

<b>Chq</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Total £</b>
BACS	SSE	Power to electric supply on Village Green	33.86
BACS	ARB UK	Tree works on Recreation Ground	3318.00
		<b>TOTAL</b>	<b>3,351.86</b>

#### **92/21 RECEIPTS.**

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
12.2.21	Abingdon Stone & Marble	1 x Memorial	125.00
8.4.21	SODC	1 <sup>st</sup> Instalment of Precept 2021/22	20,000.00
		<b>TOTAL</b>	<b>20,125.00</b>

#### **93/21 AOB.**

- a. Mr James Dobson wished Mrs Oakley a happy birthday.
- b. Mrs Oakley informed Councillors that a voucher has been purchased for Mrs Palmer for managing the website over the years, and she will be delivering a bouquet of flowers to Mrs Palmer tomorrow.

Public:

- d. Mrs Riley stated that the books in the bus shelter at Gately do not take up all of the floor space and is kept very tidy, but this bus shelter doesn't get used as a bus shelter as much as the bus shelter on the Village Green. Mrs Oakley stated that the Hub is about to re-do all of their books in their library, so if need be the books from the bus shelter can be moved from the bus shelter into the Hub.

#### **94/21 DATE OF NEXT MEETINGS.**

Horspath Stone Pit Charity Workshop – Tuesday 11<sup>th</sup> May 2021.

Parish Council Planning Meeting – Tuesday 18<sup>th</sup> May 2021. (To be confirmed).

Horspath Parish Council Meeting – Tuesday 1<sup>st</sup> June 2021.

Signed.....

Date.....