

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 3rd August 2021 at 8.00pm.**

Present: Mr D Burgess, Mr P Dobson (Chair), 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 Mr J Dobson.

Absent:

Public: 1

160/21 APOLOGIES FOR ABSENCE. – Apologies were made on behalf of Mr J Dobson.

161/21 DECLARATION OF INTEREST. – None.

162/21 EMERGENCY BUSINESS.

Mr Peter Dobson informed Councillors that the “Finance Sub-Committee Terms of Reference” has been missed off of the agenda. The Terms of Reference document has already been circulated to all Councillors, and needs to be approved by Councillors so that it can be adopted by the Finance Sub-Committee. Mr Peter Dobson stated that the Sub-Committee will be contacting other village sub-committee’s to request that they submit their budgets by the middle of October so that these can be taken into consideration when preparing the Precept 2022/23. Mrs Oakley proposed that the Terms of Reference is approved, Seconded by Mr Ewart, In Favour – Unanimous.

Mr Burgess stated that the Beautification of the Village Sub-Committee will need to identify how much work in the village will be taken on. Mr Burgess stated that Mr Rob Gray is not able to carry out any further strimming in the village this year. Mr Peter Dobson stated that this may have to be looked at this year and existing contracts reviewed.

163/21 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 3rd August 2021, were approved and signed by the Chairman.

The Minutes of the Finance Sub-Committee Meeting held on 16th August 2021, were approved and signed by the Chairman.

The Minutes of the Emergency Parish Council Meeting held on 25th August 2021, were approved and signed by the Chairman.

The Minutes of the Planning Meeting held on 2nd September 2021, were approved and signed by the Chairman.

164/21 MATTERS ARISING. – None.

165/21 PLANNING APPLICATIONS.

P21/S3464/ 16 College Way, Horspath (Householder)
HH Proposed conversion & extension of garage into one bedroomed annex, plus extension to rear (single storey) to form open plan kitchen/dining area. Addition Of new small utility room to front to provide new storage bike area. – **Councillors agreed unanimously to recommend approval on this application.**

P21/S3607/ 3 Spring Lane, Horspath (Listed Building Consent)
LB Removal of bee colonies in the chimney. – **Councillors agreed unanimously to recommend approval on this application.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P21/S2854/ 5 Wrightson Close, Horspath (Householder)
HH Raising ridge of roof above integral garage to provide additional bedroom accommodation, removal of existing dormer, new first floor windows to front elevation, raising side gable wall, addition of roof light to front roof slope and changing window to bi-fold glazed doors to rear. – **Granted.**

P21/S1352/ 59 Gidley Way, Horspath (Full Application)
FUL As amended by revised energy statement received 22nd July 2021. – **Granted.**

P21/S2564 Oxford Harlequins, RFC, Horspath Road, between Cowley & Horspath
FUL Floodlight installation to rugby pitch to include six 15m high lighting columns with 12 luminaires. – **Granted.**

P21/S2806/ 6 Wrightson Close, Horspath (Householder)
HH Erect single storey rear and side wrap-around extensions. Alter terrace and steps at rear of building to accommodate extension. – **Granted.**

166/21 CLERK'S UPDATE.

Cycling developments at Shotover Park – SLC Consultants have passed our letter onto Oxford City Council who are in conversations with Natural England on the issues that we raised.

Rospa Inspections – The Clerk will contact Playsafety Ltd to check if the play area inspections have taken place.

Future Parish Council Meetings – Councillors agreed that the October meeting will be reviewed mid-September when more information is available on Covid cases in the area. Mrs Oakley stated that there were five new cases in the village last week, and this figure increases the October meeting should be held via Zoom and if it decreases then meet face to face. Garsington and Cuddesdon PC's are both holding face to face meetings.

Burial Ground – Two quotations have been received to cut back the brambles on the west side of the burial ground. One quote is £1495.00 no vat, and no details of disposal, and the other is for £1745.00+v at including waste disposal, and a copy of public liability insurance and waste carriers licence details and a risk assessment provided. Mr Peter Dobson stated that a high proportion of the quote with vat is for disposal costs, and the second quote does not include any disposal costs, so it is assumed that this is a labour cost only.

Mrs Oakley proposed that the quote for £1745.00+v at is approved as waste disposal is included. Mr Peter Dobson stated that before any proposals are put forward, he would like to inform Councillors of the names of the people who have provided the quotations.

The quote for £1745.00+ vat is from the Clerks husband, J K Garden Maintenance Ltd and the quote for £1495.00 is from Mr Bob Surman and two local residents.

Mr Timbs proposed that a third independent quotation is obtained. Mr Timbs asked if there is any provision to stop the brambles growing back after cutting. Mr Peter Dobson stated that they will always grow back. Mr Ewart stated that that the brambles need to be killed off. Mr Peter Dobson stated that the brambles are at least 6ft wide. Mr Peter Dobson stated that both he and Mr Burgess met with J K Garden Maintenance and the Clerk had no input at all.

Mr Ewart suggested that the quote from J K Garden Maintenance Ltd is accepted. Mrs Yendole agreed with Mr Ewart as the other quote does not include details of waste disposal. Mr Burgess stated that the waste on

the quote for £1495.00 will be removed, and that he has the details. Mrs Horne stated that Mr Surman has carried out some work at the Nursery and he did a very good job, and he has provided lots of quotations for HPC that have not been accepted. Mr Peter Dobson stated that Mr Surman has carried out work for HPC and his payments have been shown on the payments section of the Agenda. Mr Peter Dobson stated that Mr Surman has only provided one quotation for the fencing at the Village Hall, which has been considered this evening. Mr Burgess stated that Mr Surman has provided another quotation for the work at the Poores land. Mr Peter Dobson stated that Mr Surman was unable to do the work required.

Mrs Dobson stated that she agrees with Mrs Oakley.

Mrs Oakley proposed that the quote for £1745.00+vat is approved as waste disposal is included, Seconded by Mr Ewart, In Favour – 4, Abstentions – 3, Against – 1.

Mr Peter Dobson asked Councillors for their reasons for abstaining. Mrs Horne stated that she felt that she was stuck in the middle, so abstained. Mr Timbs stated that Mr Surman has provided a cheaper quotation and we have used him before. Mr Peter Dobson stated that the quotation from Mr Surman did not include information about waste disposal, public liability insurance or waste carrier details. Mr Ewart stated that HPC has a legal obligation to ensure that waste is disposed of correctly.

As Chairman, Mr Peter Dobson declared the vote null and void and stated that a third quotation will be sought.

Lime Tree on Village Green – Mr James Prior ARB UK has inspected the tree and has given his Recommendations on the work required. Councillors agreed that the Clerk will now submit an application form to SODC for permission to carry out works on the tree.

Repairs to wooden fencing by the Village Hall – A quote has been received to carry out the repairs. Mr Peter Dobson also circulated a quotation for urgent plumbing work that is required in the Village Hall. Mr Peter Dobson stated that the lease says that HVHMC should pay a reasonable cost towards the maintenance in the Village Hall. HVHMC has recently covered the cost of decorating the Village Hall, repairs and emergency drainage costs. Councillors agreed unanimously that HVHMC will cover the cost of the fencing repairs and HPC will cover the cost of the plumbing work required. Mr Peter Dobson, Mrs Oakley and Mr Ewart agreed as representative of HVHMC.

OxIS Stage 1 report consultation. – The Clerk has emailed over the response to this consultation drafted by Mr Harris and approved by Mr Peter Dobson and Mr Dick Burgess.

Horspath Bridge – Mr Peter Dobson reported that it has been identified that the refurbishment of the bridge will take place between 10th October – 3rd December 2021, although we have not been officially notified. Mr Peter Dobson has requested a traffic plan.

Horspath Fair – Mr Pettigrove has informed the Clerk that he will only be running the fair for one night as previously agreed. Mr Pettigrove will forward his risk assessment to the Clerk.

Street Lights along Horspath Road – The Clerk contacted Dave Hendy at OCC Street Lighting department about the possibility of installing street lighting from the Marathons into the village. Mr Hendy has looked at this for us and unfortunately there is no electricity mains along that stretch of road, which is approx. 700metres. This would mean that Scottish & Southern Electricity would have to do a design to look at how to install the electricity cables. Mr Hendy's opinion was that this cost would be tens of thousands. On top of this we would need around 20 street lights at a cost of approximately £20k. Mr Hendy stated that OCC has trialed solar street lights and they are not proving to be adequate enough to provide enough light to the area to maintain a certain standard. The trial cost was £3-4k per street light, and we would need a lot more than 20 normal street lights. The Clerk will inform Mr Hamlet who raised this request.

Festival at Sandy Lane – The Clerk circulated an email received from a resident regarding the neighbours concerns about the festival. Mrs Oakley stated that she has spoken with the Environmental Officer at SODC who is on the verge of cancelling the festival as there is no music license in place for the event. Mrs Oakley stated that there will be a high volume of people using Sandy Lane to access the Festival and the noise from the event will effect residents in the village. Mrs Oakley stated that HPC should also write to SODC to

support the residents at Gateley, Gidley Way, Butts Road and Littleworth Hill. Mrs Horne stated that the noise from the Festival will be checked regularly and if it is too loud it can be reported as a disturbance. It was agreed that the Clerk will write to the Environmental Officer at SODC to pass on the details of the complaints and request that this is looked into.

Oxford Brewery Tap Room – Following a complaint from a resident about the noise coming from the Tap Room, the Clerk contacted Oxford Brewery to obtain details of their premises license, opening hours and activities that are taking place in the Tap Room and how the activities are controlled and monitored with regards to noise and disturbance. Oxford Brewery sent a detailed email of all requested information and Mr Peter Dobson stated that there is no evidence of any infringement. Mrs Horne stated that she has visited the Tap Room and it is not a noisy environment.

Area outside of Horspath School – The Clerk circulated an email received from a resident highlighting the area outside of the school to be included in the beautification of the village. The shrubs are very overgrown causing narrowing of the pavement, the overhanging brambles are dangerous to villagers, parents & school children walking past. The litter bin is covered by weeds & the entrance looks very unloved. Mr Peter Dobson has cut back some of the brambles that have overgrown on to the path to allow people to walk past. Mr Burgess agree that the sub-committee will look at this area and include it in the beautification of the village. Mrs Horne stated that she thought that OCC were responsible for the paths. Mr Peter Dobson stated that OCC used to cut the brambles back, but this was stopped years ago. Mr Bearder agreed to liaise with OCC about this maintenance. Mr Bearder is currently working on two maps from OCC that will be circulated to Parish Councils, one is for drainage and the other will show areas maintained by OCC.

Northfield Plans – The Clerk circulated an email received from Chelgate Ltd with regards to the Northfield plans. Mrs Gillespie stated that Garsington PC have also received the same communication and have agreed to speak with them. Councillors agreed that the Clerk pass this information on to Mr Harris for his advice.

167/21 EXTERNAL AUDIT REPORT 2020/2021.

The report has now yet been received, therefore this item will be deferred until the next meeting.

168/21 CYCLE SPEEDWAY LEASE – Update.

No information available.

169/21 NEW WEBSITE. – Update.

The Clerk is arranging a training date for the website. Mr Peter Dobson asked if we are still running two websites. Mr Burgess reported that the new webmaster does not have the log in details for the old website so it cannot be updated or closed down. Mr Peter Dobson asked if the Village Hall's booking system is still on the old website. Mr Burgess will check the details.

170/21 HORSPATH ALLOTMENTS – DRAFT LEASE.

Mr Peter Dobson informed Councillors that the estimated cost of the new lease was £1200.00+vat. An invoice has been received from Winckworth Sherwood Solicitors for £1500.00+vat, but it is unknown if this is the final cost. Mr Timbs proposed that the Clerk pay the invoice for £1500.00+vat on proviso that this is the final cost. Seconded by Mrs Dobson, In Favour – unanimous. The Clerk will contact Winckworth Sherwood Solicitors for confirmation.

171/21 HORSPATH FESTIVAL.

Mr Burgess reported that the festival was very successful after all of the problems running up to the event. Mr Peter Dobson stated that the festival was successful and was enjoyed by all, but the Risk Assessment

required for the event was a legal requirement. Mr Peter Dobson stated that rudeness and threats made to Mr James Dobson, and the attitude to certain Councillors and the Clerk towards offering support were not acceptable. Mr Peter Dobson reported that there were certain posts that were promised that were not in place on the day. It was agreed that the Clerk arrange payment for £450.00 for the stage. Councillors also agreed that the Clerk ask for details on how much money was raised and how it will be distributed.

172/21 VILLAGE MAINTENANCE REQUIRED.

Mr Burgess stated that Mr Rob Gray is not in a position to carry out strimming in the village any more as his own business is very busy. Mr Peter Dobson stated that he will speak with Mr Gray.

Mr Burgess stated that the hedge at 12 The Green has grown out over the footpath and needs to be cut back. The Clerk will write to the homeowner.

173/21 REPORT FROM VILLAGE BEAUTIFICATION SUB-COMMITTEE & REQUEST FOR FUNDING. – Mr Burgess.

Mr Burgess reported that the sub-committee have agreed to purchase a bench and place it by the war memorial. Mr Peter Dobson stated that the Finance Sub-Committee agreed a budget of £2000.00 for beautification of the village, and a cost analysis will be required when the work has been carried out. Mr Burgess asked if the Clerk can pay the invoices throughout the month when the work has been carried out, rather than wait until the next meeting. Councillors agreed to this request. Mr Burgess will email the details of the bench to be ordered by the Clerk. Mr Timbs stated that Beautification of the village costs should be covered by HSPC.

Mr Ewart proposed that HPC approve the recommendation put forward from the Finance Sub-Committee to approve a budget of £2,000.00 for this project. Seconded by Mrs Oakley, In Favour – 7, Against – 1. Mrs Horne stated that she agrees with Mr Timbs that this projects covered by Beautification of the village should go to HSPC for funding. Mr Peter Dobson stated that if the sub-committee want to submit a grant application to HSPC, they can. HPC has identified funds within the Precept ear-marked for projects, so this work can be carried out. Mr Timbs stated that it would be good to have a report from the Finance Committee on what funds are available. Mr Peter Dobson stated that the Finance Sub-Committee have been provided with all information on HPC finances. The sub-committee has no authority to spend money or make any changes to the finances, they can only make recommendations to HPC, and in the Precept for 2021/22 an amount of £7000.00 was allocated to projects in the village.

174/21 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Tim Bearder – County Councillor – Mr Bearder reported that he has recently been on television discussing the 20mph speed limits that are currently being trialled and details will be published in the local newspapers in October. Horspath Parish Council will be offered the choice of 20mph speed limits in the village.

Mr Bearder reported that Biffa have not been able to provide the service for the collection of brown bins. SODC's legal team is in discussion with Biffa's legal team to decide who is responsible.

Mr Peter Dobson asked Mr Bearder for information about the refurbishment of the bridge that has been posted on social media, as HPC has not been notified or provided with a traffic plan. Mr Bearder stated that all traffic will be diverted through Garsington.

Mrs Elizabeth Gillespie – District Councillor – Mrs Gillespie commented that she is pleased that the Festival went well.

Mrs Gillespie reminded Councillors to respond to the Oxfordshire Plan 2050 consultation by 25th October 2021, and also to the Arc Spatial Framework consultation.

Mrs Gillespie reported that it is very quiet at SODC at the moment. Mrs Gillespie has concerns about the discussion regarding moving SODC premises, and discussions about sharing the premises with VWHDC.

175/21 CORRESPONDENCE.

- a. Mrs Jane Dobson. – Covid 19 recognition. – (Circulated via email). – **Councillors agreed that the Clerk will send a letter to Sarah Gilbert on behalf of HPC. Mrs Yendole suggested dedicating the bench to Mrs Gilbert.**
- b. OCC. – Winter Preparedness 2021/22. – (Circulated via email) – **Councillors agreed to order one pallet of salt that is free of charge. Mr Peter Dobson will contact Mr Dennis Walker to see if he is able to store it.**
- c. Mr Jon Crooks. – Football goal posts on field behind cricket nets. – (Circulated via email). – **Mr Peter Dobson stated that this area has never been suitable for a football pitch, however football goals/nets could be put up for use by the children. Councillors agreed that HPC will apply to HSPC for a grant to purchase the goal posts/nets. The Clerk will inform Mr Crooks.**
- d. Lord Lieutenant of Oxfordshire. – Platinum Jubilee celebrations. – (Circulated via email).
- e. TVP. – Police & Crime Bulletin July 2021. – (Circulated via email).
- f. Cllr Bearder. – SODC to support the creation of new protected areas. – (Circulated via email).
- g. Cllr Bearder. – Out of hours Highways service up and running. – (Circulated via email).
- h. OCC. – Electric Blanket Testing. – (Circulated via email).
- i. OCC. Oxfordshire Plan 2050 – Introducing the Oxfordshire Plan Part 2. – (Circulated via email).
- j. CPRE. – Reminder - Oxfordshire Plan 2050 Event 19/8/21. – (Circulated via email).
- k. RSN. - The Rural Bulletin. – 3/8/21, 10/8/21, 17/8/21, 24/8/21, 1/9/21. – (Circulated via email).
- l. RSN – Rural Funding Digest August 2021. – (Circulated via email).
- m. NALC. – Newsletter 4/8/21, 1/9/21. – (Circulated via email).
- n. Wheatley Parish Council. – August/September 2021 Newsletter. – (Circulated via email).
- o. OALC – Oxfordshire 2050 Consultation. – (Circulated via email).
- p. SODC. – Table tennis facilities available for all ages and abilities in Southern Oxfordshire. – (Circulated via email).
- q. OCC – TTRO (T9360) Temporary road closure Horspath, Cuddesdon Road. – (Circulated via email).
- r. SODC. – Application for review of Little Sparrows development decision. – (Circulated via email).
- s. CPRE. – Oxfordshire Plan 2050 – Why care about the future of our county? – (Circulated via email).
- t. NALC – Chief Executive’s Bulletin. – 6/8/21, 13/8/21, 27/8/21. – (Circulated via email).
- u. OCC. – New hydrogen fire engine research study begins. – (Circulated via email).
- v. Bioabundance. – Planning Watch. – (Circulated via email).
- w. SODC. – Checks on single person households to ensure that people are paying the correct council tax. – (Circulated via email).
- x. Bioabundance – Invitation to a seminar/workshop on the Oxcam Arc Spatical Framework organised by the Stop the Arc Group. – (Circulated via email).
- y. CPRE. – Oxfordshire Plan 2050 – CPRE’s Headline Views. – (Circulated via email).
- z. NALC. – Making rural housing more affordable 11/8/21, 24/8/21, 22/9/21. – (Circulated via email). – **Mrs Oakley requested to attend.**
- aa. OCC. – Oxfordshire makes ambitious new bid for active travel funding. – (Circulated via email).
- bb. OCC. – Help to shape the new Oxfordshire air quality website. – (Circulated via email).
- cc. NALC. – Future Communities 2021. – 8/8/21, 23/8/21, 31/8/21. – (Circulated via email).
- dd. OCC. – Park and charge electric vehicle roadshow events coming to Abingdon, Henley and Witney in August. – (Circulated via email).
- ee. John Howell MP. – Catch up with Parish Councils and Parish Meetings. – (Circulated via email).
- ff. Bioabundance. – Day with Stop the Arc Group. – (Circulated via email).

- gg. Bioabundance. – Can you help? Green Belt Judicial Review – changes of housing mix between outline and reserved matters planning consent. – (Circulated via email).
- hh. SODC. – Covid safe transportation funding gives invaluable support to residents across southern Oxfordshire. – (circulated via email).
- ii. SODC. – Design code pilot scheme. – (circulated via email).
- jj. SODC. – New Head of Legal & Democratic & Monitoring Officer. – (Circulated via email).
- kk. OALC. – Oxfordshire 2050 Consultation.- (Circulated via email).
- ll. Enrych Oxfordshire. – Volunteers required.# – (Circulated via email).
- mm. NALC. – Election Survey. – (Circulated via email).
- nn. Bioabundance. – Join Caroline Lucas & Kate Raworth. – (Circulated via email).
- oo. OCC. – Tell us how we can improve Oxfordshire’s bus services. – (Circulated via email).
- pp. The Shield Group. – Dog Waste Bins. – (Circulated via email). – **The Clerk to request more details.**
- qq. CPRE. – August newsletter. – (Circulated via email).
- rr. Open Spaces Society. – General Meeting 20/9/21. – (Circulated via email).
- ss. OCC. – National Highways and Transport Public Satisfaction Survey. – (Circulated via email).
- tt. Oxfordshire Plan 2050. – Register for one of our free webinars. – (Circulated via email).
- uu. SODC. – You are invited to submit sites in the joint Local Plan 2041 “Call for land and buildings available for change”. – (Circulated via email).
- vv. Morland House Surgery. – August News. – (Circulated via email).
- ww. SODC. – This week’s headlines 18/8/21. – (Circulated via email).
- xx. Oxfordshire Plan 2050. – Don’t miss the chance to have your say. – (Circulated via email).
- yy. Cllr. Bearder. – Three planning consultations to be aware of. – (Circulated via email).
- zz. Bioabundance. – Meeting dates to change. – (Circulated via email).
- aaa. Ms Simpson. – Overgrown hedges in the burial ground. – (Circulated via email). – **Noted.**
- bbb. OALC. – July Monthly Update. – (Circulated via email).
- ccc. TVP. – Police & Crime Bulletin August 2021. – (Circulated via email).
- ddd. OALC. – August Update for Members. – (Circulated via email).
- eee. Bioabundance. – Please ask your MP to visit our Parliamentary event on 7/9/21. – (Circulated via email).
- fff. Bioabundance. – NNGO Oxfordshire Plan 2050 Flyer. – (Circulated via email).

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

displayed on Village Hall & village noticeboards.

176/21 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mr Rob Gray	Grass cutting Burial Ground Grass cutting Play Area Empty Bins Fuel 52 inch PTO Belt		283.50 72.00 10.00 86.45 81.82
BACS	Mr P Aries	Weed Killer		12.49
BACS	Mrs Hayley Kogel	Home Office August 2021 Zoom Monthly Subscription Stationery		30.00 14.39 22.00
BACS	Mrs Hayley Kogel	Salary 24/7/21 – 24/8/21		803.58
10.8.21	NEST Pension Scheme	Pension contribution for Mrs H Kogel		22.91

		TOTAL		1439.14
--	--	--------------	--	----------------

HORSPATH RECREATION CHARITY

Paid	To Whom Paid	Details	Vat	Total £
BACS	Mr Rob Gray	Grass cutting/strimming Village Green		1354.00
		TOTAL		1354.00

177/21 RECEIPTS. – None.

178/21 AOB.

- a. Mr Timbs stated that the grass cutting contracts in the village need to be looked at. Mr Peter Dobson stated that all contracts will be looked at.
- b. Mrs Oakley reported that a hirer of the Village Hall has asked for permission to let off fireworks at a 16th birthday party. The fireworks will be located either side of the track at 9pm for approximately five minutes. Councillors agreed to this request but asked that the farm is informed and also Penny Drew.
- c. Mr Burgess stated that if Parish Council meetings are going to run until 10.30pm, we may need to consider starting the meeting at 7.30pm. Mr Peter Dobson stated that Parish Council meetings should be held for two hours, and to do that he needs everyone’s help in keeping within factual discussions. Mr Timbs stated that there is too much to get through on the Agenda, and suggested either more communication via email between meetings so that just voting takes place at the meeting, or hold additional meetings.

179/21 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st September 2021. (To be confirmed).
Horspath Parish Council Meeting – Tuesday 5th October 2021.

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