

**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 5<sup>th</sup> October 2021 at 8.00pm.**

**Present:** Mr D Burgess (Chair), Mrs J Dobson, Mr P Ewart, Mrs J Horne, Mrs B Oakley, Mr M Timbs, Mrs L Yendole, Mrs H Kogel (Clerk). Mrs E Gillespie (District Councillor). Mr T Bearder (County Councillor).  
**Apologies** Mr J Dobson, Mr P Dobson.  
**Absent:**  
**Public:** 4

The Clerk informed Councillors and members of the public that this meeting will be recorded to assist with drafting the Minutes.

**199/21 ELECTION OF CHAIRMAN.**

The Clerk reported that she had sought advice from OALC regarding the Election of Chairman as she was on the understanding that Mr Burgess did not want to continue in the position of Chairman.

As two Councillors have given their apologies for the meeting this evening, the Clerk suggested that the Election of Chairman is postponed until the December meeting, when hopefully, all Councillors are present.

Since speaking with OALC, the Clerk also informed Councillors that Mr Burgess has recently sent an email stating that he would be prepared to continue as Chairman for the next three months.

The Clerk stated that there are two options to consider, and asked Councillors for their proposals.

Mr Timbs proposed that we postponed the Election of Chairman until the December meeting, Seconded by Mrs Dobson, In Favour – Unanimous.

Mrs Oakley proposed Mr Burgess for the position of Chairman, Seconded by Mrs Dobson, In Favour – 6. (Mr Burgess did not vote)

Councillors voted unanimously for Mrs Oakley to continue as Vice Chairman.

**200/21 CO-OPTION OF PARISH COUNCILLORS.**

The vacancy advertisement was displayed correctly on the village noticeboard on 23<sup>rd</sup> September 2021 and SODC were notified. The notice has to be displayed for 14 working days, which expired on 13<sup>th</sup> October 2021. SODC confirmed on 15<sup>th</sup> October 2021, that they have not received any requests for an election to be called, therefore we can proceed to co-option.

In the past, any vacancies for Parish Councillors have been advertised on the village noticeboard. It has been a long time since we had the full 11 Councillors, and people have been aware that there are vacancies but we have not received any applicants.

The Clerk reported that she had sought advice from OALC today and they have confirmed that if we have vacancies and they have been advertised and we have applicants who wish to join HPC as a Parish Councillor, unless there is good reason not to co-opt the applicants, there is no reason why they should not be co-opted. OALC strongly support co-opting Councillors to fill vacant positions. OALC are aware that there is doubt on the length of time that the notice was displayed before being removed, and as we cannot prove this either way, we have two long term vacancies and two applicants, I would suggest that the two applicants are co-opted.

Mr Timbs stated that it is not fair to fill the two vacancies when they have only been advertised on the village noticeboard, as nobody looks at the noticeboard. The notice should also have been advertised on the website and on Facebook. Mrs Oakley asked Mr Timbs, Mrs Yendole, Mrs Dobson and Mrs Horne how they heard about the vacancies when they applied to HPC. Mr Timbs, Mrs Dobson and Mrs Yendole both saw the notice on the noticeboard and Mr Burgess approached Mrs Horne. Mrs Oakley stated that there are HPC Councillors that are either a neighbour or family member to other HPC Councillors and approximately 47% of Parish Councils have family members as Councillors. Mrs Oakley stated that all Councillors were aware that the notice was going to be advertised on the village noticeboard, none of who objected or asked for it to be advertised elsewhere. Mr Timbs stated that it is un-demographic to have Councillors who are family members on the Council, and it should not be allowed. Mr Timbs stated that he is not happy with Mrs Riley joining HPC as she is Mrs Oakley's sister.

Mr Burgess stated that the vacancy notice was advertised according to the law. Mr Timbs stated that this is not good enough. Mrs Dobson suggested that something more formal is put together for any future vacancies so that we are clear on the process and advertising so that there are no disputes.

Mr Timbs proposed that the co-option of Councillors is postponed until the vacancy notice has been advertised on the noticeboard, Facebook and the website. There was no seconder for this proposal, therefore it was not carried.

Mrs Paula Cook gave a short presentation to Councillors and explained how she feels that she will be able to assist the Parish Council. Mr Burgess asked for Councillors to vote on co-opting Mrs Cook as a Parish Councillor, In Favour - 6, Abstentions - 1.

Mrs Cath Riley gave a short presentation to Councillors and explained how she feels that she will be able to assist the Parish Council. Mr Burgess asked for Councillors to vote on co-opting Mrs Riley as a Parish Councillor, In Favour - 5, Abstentions - 1. (Mrs Dobson lost internet connection so did not vote).

Mr Burgess welcomed both Mrs Cook and Mrs Riley to HPC. The Clerk will forward on the paperwork for both new Councillors to complete.

**201/21 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mr P Dobson and Mr J Dobson.

**202/21 DECLARATION OF INTEREST.** – None.

**203/21 EMERGENCY BUSINESS.**

Mr Burgess reported that following the recent storms, there are a few trees that have blown over in the Conservation Area, so he has contacted ARB UK to provide a quote to remove the trees.

**204/21 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 5<sup>th</sup> October 2021, were amended on Item 180/21 Election of Chairman to read:- Mrs Horne proposed Mr James Dobson to take the position of Chairman. *Mr James Dobson stated that he is not able to accept this position due to commitments with the Finance Committee and HSPC Infrastructure Fund.* The Minutes were then approved and signed by the Chairman.

**205/21 MATTERS ARISING.**

**187/21 CLERK'S UPDATE - Link Path Bridge & Path Maintenance** – Mr Ewart apologised for not getting approval for the maintenance work.

**206/21 PLANNING APPLICATIONS.**

<b>P21/S4290/</b>	<b>14 Gateley, Horspath</b>	<b>(Householder)</b>
<b>FUL</b>	Demolition of existing rear extension, proposed ground & first storey side & rear extensions. – <b>Councillors support this application and recommend approval. (In Favour – 7, Abstentions – 1). Mrs Dobson lost internet connection so did not vote.</b>	

**P21/S4065/ 59 Gidley Way, Horspath (Full Application)**  
**FUL** Demolition of existing property. Erection of replacement dwelling and garage with internal and external associated works. – **The Clerk confirmed that following an email received by Mr Harris, an email has been sent to the Planning Officer requesting that the applicant submits better plans to show the full extent of the plot, which will indicate that it shares one boundary with HPC Wildlife Conservation Area. Any increased level of human activity closely adjacent to the boundary of the Wildlife Conservation Area would have a negative impact on its biodiversity. - Councillors support this application and recommend approval. (In Favour – 7, Abstentions -1) Mrs Dobson lost internet connection so did not vote.**

**P21/S4099/ 128 Gidley Way, Horspath (Full Application)**  
**FUL** Variation of conditions 2 (approved plans) & 3 (parking and manoeuvring) on application P20/S3269/FUL. The scheme approved under application P20/S3269/FUL to be repositioned to the location approved under application P19/S4613/FUL. (Redevelopment of existing builder's yard, with resultant erection of a new detached three storey luxury dwelling with garage/home office building and our off street parking spaces and associated amenities. (minor revisions to extant planning permission LPA Ref: P19/S4613/FUL). – **Councillors support this application and recommend approval. (In Favour – 7, Abstentions – 1). Mrs Dobson lost internet connection so did not vote.**

**P21/S4345/ Horspath Pre-School Nursery, Blenheim Road, Horspath (Full Application)**  
**FUL** Retention of existing pre-school portacabin and the renewal of the temporary (3 year) planning permission for the siting of the nursery within the grounds of Horspath Primary School. – **Councillors support this application and recommend approval. (In Favour – 7). Mrs Dobson lost internet connection so did not vote. Mrs Horne did not take part in voting.**

**P21/S4318/ 49A Gidley Way, Horspath (Householder)**  
**HH** Install orangery to the rear of the property. – **Councillors support this application and recommend approval. (In Favour – Unanimous).**

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

**P21/S3607/ 3 Spring Lane, Horspath (Listed Building Consent)**  
**LB** Removal of bee colonies in the chimney. – **Granted.**

#### **207/21 CLERK'S UPDATE.**

**Rospa Inspections** – A copy of the recent Rospa reports have been sent to Oxford City Council Direct Services to request a quotation for the repairs.

**Future Parish Council Meetings** – As the number of Covid cases in the village is low, Mr Burgess proposed that the December meeting should go back to being held face to face in the Village Hall. Councillors voted unanimously in favour. (The next meeting will be held on Thursday 9<sup>th</sup> December 2021).

**Burial Ground** – Two further quotations have been received to cut back the hedges. Mrs Oakley proposed that the quotation provided by Tony Young be accepted, Seconded by Mr Timbs, In Favour – Unanimous. Mr Burgess asked that Mr Young contact him before work commences.

**Northfield Plans** – The Clerk circulated notes draft by Mr Harris about the meeting with Chelgate Ltd that took place on Friday 22<sup>nd</sup> October 2021.

**New Website** – Mr Burgess confirmed that the new website is now completely separate from the village website. The Clerk will speak with Brendon Mills with regards to updating the Minutes on the website.

**Property on the Green** – The owner will arrange for the brambles to be cut back so they are not obstructing the public footpath. The brambles at the side of his property are on the Village Green so not his responsibility. Mrs Oakley suggested that Mr Young is asked to quote on clearing the brambles at the side of this property.

**Mower Repairs** – The Clerk circulated the email received from Rob Gray regarding the village mower. Mr Burgess stated that the mower requires a lot of work or the alternative being to buy a new one. Mr Timbs asked if Mr Gray uses our mower for the grass cutting in the village. Mr Burgess stated that yes he does and the Cricket Club also use our mower for the cutting the grass on the Recreation Ground. Councillors agreed that a service and repairs to the steering and the seal is carried out. Mrs Oakley stated that Oxford City Council used to sell off their equipment, and it may be worth looking into this. Mr Burgess will make some enquiries.

**Street Lights from the Marathons to Oxford Road** – Mr Dave Hendy from OCC will put together some costings for the installation of street lights along this stretch of road, but this may take a few weeks as it is not something that is usually done for Parish Councils.

**Electricity Supply on the Village Green** – The contract has been renewed for another 12 months to avoid being charged the standard rate.

**Traffic Calming, Oxford Road** – Mr Jon Beale, OCC is available to meet either 23<sup>rd</sup> or 25<sup>th</sup> November 2021 at 9.30 at the Village Hall. Mr Burgess and Mrs Oakley will attend the meeting along with Mr Hamlet. The Clerk will arrange the meeting for Tuesday 23<sup>rd</sup> November 2021.

**Sycamore Trees, Oxford Road** – A quote has been received but is thought to be expensive. Mr Timbs asked if there is another company that could be contacted for a quotation. Mr Burgess will look at the trees and look into obtaining another quotation and report back.

**Horspath Festival** – The Clerk circulated recent correspondence from Mrs Sheppard who has been asked several times to provide a balance sheet. Mrs Sheppard has today emailed over a list of money raised at the festival which was £175.00 and a list of her expenditure which included £78 spent on a lunch for the Manager of Boys and Girls Promotions, and the purchase of a £50.00 hamper for the medic who attended. Mr Burgess stated that he does not approve with the expenditure but there is not much that can be done now except be much wiser next time. Mrs Oakley stated that Mrs Sheppard has put everything on to Mr James Dobson and not only was he subjected to abuse at a HPC meeting, all her emails are against Mr James Dobson, when actually he was the nominated spokesperson for HPC following several meetings about the event. Mrs Oakley stated that this was a charity event and Mrs Sheppard should not have used the profits from the event to cover the cost of lunch and to purchase a hamper. Mrs Dobson stated that she would expect Mrs Sheppard to keep to the agreement that was made prior to the event, but what can we do about it now. Mrs Horne agreed with Mrs Oakley about spending the charity money on lunch and a hamper, and stated that when she is doing a charity event, she would purchase any thank you presents out of her own money, and not from the proceeds raised. Mrs Horne also confirmed that Horspath Nursery has not received a voucher from Mrs Sheppard. Mr Burgess agreed with comments made, and stated that there is not much that can be done now the event has been held accept for this won't happen again. Mr James Dobson circulated an email as he was not present at the meeting with regards to the organisers of the event changing the allocation of the proceeds from the festival without any consultation, as Mrs Sheppard has always stated that the proceeds will be split between HPC and St Giles Church, although there are no objections to Horspath School receiving a share of the proceeds. Mrs Sheppard advised HPC that all stallholders would be charged £20 with food and drink providers being charged more. Mr James Dobson also requested that it be noted that the decisions to ask Mrs Sheppard for more work to be carried out on the risk assessment was collectively made by HPC and not by Mr James Dobson. Mr James Dobson was always very supportive of the event at every stage including proposing at the April meeting that the event should be given provisional

approval. Mr James Dobson spent numerous hours supporting the event by reviewing the risk assessment and providing helpful pointers to make it suitable and sufficient. Mr James Dobson stated that he is concerned by the sentiments and personal nature of comments being made towards him by Mrs Sheppard and parties connected to her, which include a threat of physical violence at the HPC meeting held on 25<sup>th</sup> August 2021. Mr James Dobson stated that he is starting to feel that this president behaviour is representing an offence of harassment under the Protection from Harassment Act 1997. It was agreed that the Clerk will write to Mrs Sheppard to inform her of HPC's concerns and to check if the vouchers have now been issued.

**OALC Introduction to Parish Councillors Training Course.** – OALC have advised that it would be beneficial for all new Councillors to attend the training course. Mr Burgess agreed that this would be a good idea. Mrs Yendole, Mrs Horne, Mrs Dobson Mrs Cook and Mrs Riley agreed to attend the course and Mr Timbs stated that he will attend if he has to but otherwise no. Mrs Horne stated that the training course will need to be out of working hours or if not she will need notice to arrange time off, this will also apply to Mrs Yendole. The Clerk will look into the next available course dates.

**Annual Leave** – The Clerk informed Councillors that she will be away from 15<sup>th</sup> – 22<sup>nd</sup> November 2021.

**208/21 CYCLE SPEEDWAY LEASE – Update.** - No information available. Mrs Legg will speak with Mr Clarke with regards to the outstanding documents.

**209/21 HORSPATH ALLOTMENTS – DRAFT LEASE.**

The Clerk has now paid the final invoice of £1536.00 to Winkworth Sherwood Solicitors. Fiona Smith, Horspath Allotment Association, has confirmed that the area on the map marked in red that was in question is correct and that we can now proceed. Councillors agreed that finalising the lease can now proceed.

**210/21 HORSPATH NURSERY – NEW AGREEMENT.**

A copy of the new agreement was circulated to all Councillors and a few minor amendments have been made. If all Councillors are in agreement it just needs to be signed. Councillors voted unanimously in favour of the new agreement. (Mrs Horne and Mr Timbs did not take part in voting).

**211/21 UPDATE FROM VILLAGE BEAUTIFICATION SUB-COMMITTEE.**

Mr Burgess reported that Mrs Oakley has now obtained a waste carriers licence to cover disposing waste collected from around the village. Mrs Oakley and her team of volunteers will be clearing the leaves from around the war memorial on the Monday before Armistice Day. Mr Burgess stated that a meeting will be arranged in the near future to discuss the bench.

**212/21 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Mr Tim Bearder – County Councillor** – Mr Bearder asked for if HPC has co-opted new Councillors. Mr Burgess confirmed that Mrs Paula Cook and Mrs Catherine Riley have been co-opted this evening and Mr Burgess will remain as Chairman until the December meeting. Mr Bearder reported that the Civil Parking Enforcement came in on 1<sup>st</sup> November 2021. There will not be a massive change for the village with regards to extra signage and yellow lines etc., but people can call the Police if there is a problem with parking on yellow lines. If there is a persistent contravention of vehicles parked on double yellow lines, this can be targeted by an Enforcement Officer. It also means that if additional signage and yellow lines are required in the village, Mr Bearder can support that. Mr Bearder reported that at a recent full meeting of OCC, Mrs Anne Purse was made an Honorary Alderman and was presented with a pendant.

Mr Bearder is working with all of the development sites along with Mrs Gillespie, and having a role in Highways he is pushing for zero car. All sites have universities involved in them and they are retaining their stake in them, so it is not like a normal development site, it is retaining the land and to an extent, doing things a little more ethically than what a normal developer would, but it is not known if they will accept

anything like zero car. Mr Bearder reported that meetings have taken place with developers in the County who have talked about building train stations that are connected to the city and have spoken about zero cars. The key thing to do is to limit the number of cars coming through Horspath and other villages and improve the transport links and buses so that it is sustainable in the long term.

Mrs Oakley asked about issues with parking, if someone is persistently abusing parking, who do will report it to. Mr Bearder will circulate a contact number to report the issue, or let Mr Bearder know. There are also parking leaflets with contact numbers on that have been distributed around the village. Mrs Oakley mentioned the parking issue in Greenwoods in Garsington, there were 17 cars, vans etc. parked there last night. Mr Bearder reported that he has been working on this with Mrs Gillespie and the Police were involved who come along and do a spot check, but the Police warn residents that they are coming, so the cars are moved in and out. Mr Bearder stated that we now have the power to do something about it. Mr Bearder stated that the parking company contracted by OCC to provide the service is called Conduit. They are paid a wage by OCC, and all of the revenue from parking tickets issued is paid to OCC, but by law OCC are not allowed to make a profit out of a parking scheme, so any surplus money is put back into highways investment to cover the cost of the scheme and we can either employ more Parking Enforcement Officers or the money can be spent on road improvements.

**Mrs Elizabeth Gillespie – District Councillor** – Mrs Gillespie reported that Officers are still not back working in the office. Only Licensing and Planning meetings are taking place at SODC but Officers are not usually present and attend online, which is not as efficient. SODC is working on a combined Plan with the Vale, which she is not happy about as the Vale is centred away from Oxford and they don't really care about the green belt and Oxford is not considered in their priority. Mrs Gillespie attended a meeting with the Bursar from Brasenose College and Chelgate Ltd along with Mrs Oakley and Mr Harris to discuss the development at Northfields. Mrs Gillespie stated that developers always have to consult and that she felt that we have a possibility in having an input in to this development. Mrs Gillespie spoke to one of the developers after the meeting and they really want to comply with our requirements such as the community woodland, which is crucial for the visual amenity and will also protect our villages from future developments. Mr Harris pointed out his knowledge about the more technical side with regards to the water and flooding and biodiversity. The Bursar is a member of Oxford Preservation Trust and is very caring about the city, and he has also brought in some very good PR people who seem to want to build communities with wide streets and trees. Mrs Gillespie got the Planning Inspector to include the community woodlands in the main modifications, we need to get in early and make sure that we get the development that we want with the right width and depth of woodland along with cycle tracks and limited cars and bus improvements. Mrs Gillespie feels very positive after attended two meetings with them, one with Garsington and the other with Horspath, and she has asked that they provide reports for both meetings. Mrs Gillespie also spoke to them about district heating that can be done on estates, which is very efficient and carbon friendly. (Mr Bearder left the meeting at 9.17pm).

## **213/21 CORRESPONDENCE.**

- a. Bioabundance. – Virtual Meeting 7/10/21. – (Circulated via email).
- b. SODC. – New policy to boost the planting and protection of trees on public land. – (Circulated via email).
- c. RSN. - The Rural Bulletin. – 5/10/21, 12/10/21, 19/10/21, 26/10/21. – (Circulated via email).
- d. Wheatley Parish Council. – Newsletter Oct/Nov 2021. – (Circulated via email).
- e. Bioabundance. – Feedback to Oxfordshire Plan 2050. – (Circulated via email).
- f. NALC – Chief Executive's Bulletin. – 1/10/21, 8/10/21, 15/10/21, 22/10/21. – (Circulated via email).
- g. OCC. – Workshop to introduce Oxfordshire County Council's new priorities. – (Circulated via email).
- h. SODC. – Arrangements for assessing allegations of breaches of the Code of Conduct. – (Circulated via email).

- i. SODC. – Councillor David Rouane elected as new Leader at SODC. – (Circulated via email).
- j. Bioabundance. – Meeting – The latest. – (Circulated via email).
- k. OCC. – Distribution S-14 (2) notice – (T9420) Horspath, Blenheim Road (3484-WC3N0P2R). – (Circulated via email).
- l. Open Spaces Society. – Autumn news – can you help us? – (Circulated via email).
- m. NALC. – Future Communities 7/10/21, 14/10/21. – (Circulated via email).
- n. Bioabundance. – More on the regional nature park. – (Circulated via email).
- o. NALC. – Newsletter 6/10/21, 13/10/21, 20/10/21, 27/10/21. – (Circulated via email).
- p. RSN – Rural Funding Digest October 2021. – (Circulated via email).
- q. OCC. – Civil Parking Enforcement is coming to Cherwell, South and Vale. – (Circulated via email).
- r. Community First Oxfordshire. – Invitation to AGM 2021. – (Circulated via email).
- s. The Shield Group. – Dog Waste Bins. – (Circulated via email). – **Mrs Legg, Wheatley PC reported that they have a new contract with the Shield Group which has been running for around 4 weeks and the service has been very good. The Clerk will request a quotation for Horspath.**
- t. OPFA. – AGM 2021. – (circulated via email).
- u. OCC. – Civil Parking Enforcement is coming to Cherwell, South & Vale. – (Circulated via email).
- v. SODC. – Grant funding of more than £450,000 awarded for new affordable housing in Henley. – (Circulated via email).
- w. Charity Commission. – News October 2021. – (Circulated via email).
- x. SODC. – Councils launch Halloween reuse competition. – (Circulated via email).
- y. SODC. – Chair of SODC starts fundraising for Earth Trust. – (circulated via email).
- z. The Maple Tree. – AGM & Newsletter. – (Circulated via email).
- aa. Bioabundance. – COP26 communications campaign. – (Circulated via email).
- bb. SODC. – Grant scheme launches to help voluntary and community groups in South Oxfordshire. – (Circulated via email).
- cc. SODC. – South News October 2021. – (Circulated via email).
- dd. Bioabundance. – Gravel Pit Wallingford-Cholsey in conservation target area. – (Circulated via email).
- ee. OCC. – Proposed Bus Stops, Horspath Sports Ground. – (Circulated via email). – **Councillors agreed that the bus stops go ahead. OCC has also agreed to install hardstanding and another bus stop at Ways Farm at the top of Gidley Way.**
- ff. Town & Country Planning Association. – Introduction to TCPA. – (Circulated via email).
- gg. OALC. – Plunkett Foundation Community Pub Event & OCC Household Waste Recycling News. – (Circulated via email).
- hh. Morland House Surgery. – October 2021 Newsletter. – (Circulated via email).
- ii. The School Renovation Company. – Introduction. – (Circulated via email).
- jj. SODC. – New resident leaflets. – (Circulated via email).
- kk. SODC. – Garden waste collections to return to fortnightly collections. – (Circulated via email).
- ll. NALC. – New Publication 21/10/21, 28/10/21. – (Circulated via email).
- mm. Bioabundance. – Sewerage and the Environment Bill. – (Circulated via email).
- nn. CPRE. – October 2021 Newsletter. – (Circulated via email).
- oo. OCC. Join us on Let’s Talk Oxfordshire. – (Circulated via email).
- pp. OCC. – Tool kit for local Councils to achieve 20mph. – (Circulated via email).
- qq. SODC. – New Council building concept design gets the go ahead. – (Circulated via email).
- rr. Zero Hour Oxfordshire. – Climate & Ecological Emergency. – (Circulated via email).
- ss. SODC. – You could win a Nando’s or Costa voucher as new campaign highlights that laughing gas is #NoLaughingMatter. – (Circulated via email).

- tt. Cllr Tim Bearder. – A safer pace a safer place. – (Circulated via email).
- uu. SODC. – Capital Grant Funding available to help good causes in South Ox’shire. – (Circulated via email).
- vv. SODC. – Councils urge global leaders to agree urgent climate action at COP26. – (Circulated via email).
- \* original held by the Clerk, copy available on request.*
- # displayed on Village Hall & village noticeboards.*

#### 214/21 PAYMENTS.

<b>Paid by</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
BACS	Plumbedwright Ltd	Plumbing works in Village Hall	165.97	995.81
BACS	Mr R Hamlet Ltd	Remove vegetation from overflow car park in Village Hall	85.00	510.00
BACS	Winckworth Sherwood Solicitors	Legal fees for the allotment lease	307.20	1843.20
BACS	HMRC	Employer Contributions April – June 2021		527.34
BACS	HMRC	Employer Contributions July – September 2021		142.80
BACS	Mrs Hayley Kogel	Home Office October 2021		30.00
		Zoom Monthly Subscription		14.39
		Stationery & Postage		31.65
BACS	Mrs Hayley Kogel	Salary 24/9/21 – 24/10/21		800.78
11.10.21	NEST Pension Scheme	Pension contribution for Mrs H Kogel		22.91
28.10.21	HMRC	Employer Contributions September – December 2021		145.00
		<b>TOTAL</b>	<b>558.17</b>	<b>5063.88</b>

Mr Timbs stated that he does not remember the discussion or approving the cost of the plumbing works at the village hall. The Clerk confirmed that this was approved at the September 2021 meeting.

#### 215/21 RECEIPTS.

<b>Date</b>	<b>Received from</b>	<b>Details</b>	<b>Total £</b>
6.9.21	Barclays Bank	Interest	0.40
22.10.21	Tony James Memorials	1 x Monument	160.00
		<b>TOTAL</b>	<b>160.40</b>

#### 216/21 AOB.

- a. Mrs Oakley stated that although a meeting of the beautification of the village meeting is needed, she thought that the quote from R Hamlet Ltd for installing the bench on the Village Green was very good, and asked Mr Burgess if had obtained an alternative quote.
- Mrs Oakley has recently measured the noticeboards, a new one at Gately and a new one on the Village Green. There are two options, either wooden or aluminium, and the cost is around £2k each, and the cost will include installation. Councillors agreed that they would prefer wooden noticeboards. Mrs Oakley will obtain quotations.
- b. Mrs Riley reported that the Agenda for this meeting is not available on the website. The Clerk stated that there has been a problem with posting the Minutes/Agenda’s on the website but she will ensure that they are available on the website in the future.



Mrs Riley reported that the Scarecrow Trail in the village organised by Natalie Oakley and the Underwood family proved to be very successful, and she suggested that the Clerk write to Natalie to thank her for organising it. Mr Burgess asked who will benefit from the money raised. Mrs Oakley stated that although there is not a final figure available yet, the money raised from the raffle and the maps will be shared between the Hub and St Giles Church. Mr Burgess agreed that the Clerk will write to Natalie Oakley. Mrs Riley reported that when it rains, Cuddesdon Road and the road by the bus stops get flooded. It used to be that the side of the verges were cut back so that the water runs off the road into the ditch. Mr Burgess stated that OCC don't do this anymore, but suggested that Mrs Riley take a photograph and send it to Fix My Street.

- c. Mrs Yendole reported that when searching the internet for HPC website the old website comes up first and the new website comes up below that.
- d. Mrs Horne stated that on the HP residents FB page there has been rumblings about new fencing going up by the bridge. Residents are concerned that the wildlife will not be able to get through the big fence. Mr Burgess stated that there fencing has been erected as a mandatory safety measure which was insisted upon by HRE after youths were seen cycling down the wing walls. Mrs Legg asked if the fencing could be adjusted so that the wildlife can go underneath it or widen certain sections of it. Mr Burgess will speak with HRE tomorrow to see if this is possible. Mrs Legg stated that if it was habitat accessible, it would be much appreciated by residents.  
Mrs Horne stated that Jon Crooks wrote to HPC about doing something with the football pitch, maybe installing goals. Mrs Horne asked if we could contact him for more information and maybe recommend that a grant application is submitted to HSPC. The Clerk will contact Mr Crooks.  
Mrs Horne asked if she could have some of the bags of salt that are stored in the village for the Nursery. Mr Burgess stated that we have two and a half pallets of salt and agreed that Mrs Horne can collect some.
- e. Mr Ewart reported that he has recently attended a Public Transport Meeting where he recorded his disgust about children not being able to get a school bus to Wheatley Park School. He was told that this is a political matter and to take it up with county Councillor, Mr Bearder. Mr Ewart will email Mr Bearder.
- f. Mr Timbs voiced his concern over the general transparency of HPC meetings and the time it takes to get the Agenda onto the website. Mr Timbs stated that the maintenance of the website has been passed to the Clerk although he previously offered to maintain the website, but Mr James Dobson stated that the maintenance of the website was part of the quotation. Mr Timbs stated he feels that we are still in the dark ages holding Parish Council meetings once a month for two hours which is not enough time to discuss everything. We need a plan to address and discuss issues in between meetings and then meetings can be more productive. We also need to address how quickly news, Agenda's and Minutes are posted on the website. Mr Burgess stated that these comments have been noted.

Public:

- g. Mrs Legg asked if there will be a section available on the new noticeboards that is unlocked for members of the public to use to post notices. Mr Burgess will pass this information on to Mrs Oakley.  
Mrs Legg asked if HPC has given any thought about a village event for the Queens Platinum Jubilee in June 2022. Mr Burgess stated that he is waiting to see what happens with Covid before thinking about making any plans. Mrs Legg suggested that it would be a good idea to coordinate any event with Wheatley. Mrs Legg stated that she is happy to support and be involved with the event in Horspath.
- h. Mrs Southall agreed with Mr Timbs about the time it takes for the Minutes/Agenda to be posted on the website as the public have to wait six weeks to see the Minutes. The Agenda was not available on the website this month. Posting the Minutes on the village noticeboard is not accessible to anyone who is in a wheelchair to read small print. Mrs Southall stated that she is very grateful to all HPC Councillors but unless a member of the public knows a Councillor, the public have no idea of what is going on or what is coming up on the Agenda. Mrs Southall was not aware that there has been a change of Chairman. The Clerk reported that she has experienced problems posting documents on to the website but this will be

resolved in the next few days with Lemoney, and all Agenda's and Minutes will be available on the website in the future. Mrs Southall stated that all Councillors on HPC have been co-opted and not elected, so Councillors should think about their responsibilities to represent people that you don't see and think about how you will gather the views of these people about the things that are a concern to them. Mr Burgess stated that the reason no-one was elected last time was that there were not enough people to call an election. Mrs Southall stated that this is a democratic institution and Councillors should think about who they are representing. Mr Burgess stated that he is always available and walking round the village, so he can be contacted at any time. Mrs Southall stated that this is not sufficient for a democratic institution spending public money. Mrs Legg stated that if she didn't personally know some of the HPC Councillors, she wouldn't know who was on the Parish Council, and suggested that maybe photographs of Councillors could be posted on the website along with contact details and maybe utilise the Hub to hold surgeries to open yourself up to members of the public.

- i. The Clerk stated that she has received an email this morning from Mr James Dobson who has requested an amendment the October Minutes 180/21, to read:- Mr James Dobson stated that he is not able to accept this position due to commitments with the Finance Committee and HSPC Infrastructure Fund. Mr James Dobson also raised concern by the comments made by Mr Burgess at the October meeting, 192/21, where Mr Burgess stated that Ms Sheppard did make some mistakes with the Festival and should have asked for a site fee from stallholders and not a donation. Mr James Dobson stated that HPC needs to clarify that is not an innocent mistake, and is a direct change from the plan detailed to HPC in April at that point Vicky Sheppard outlined the fees that she would be charging. Mr James Dobson's opinion is that the changes to this should have been agree with HPC. Councillors agreed for these comments to be included in the Minutes.
- j. Mrs Hofen stated that HPC should use all available channels to communicate with the village, not just the noticeboard. Mrs Hofen stated that when she was a Councillor, she volunteered to put together a HPC FB page but was told that this wasn't required. FB and Twitter are both modern ways used to communicate. Mrs Hofen was not aware that there had been a resignation within HPC until she found out from word of mouth. Mrs Hofen stated that Boys & Girls Promotions would not need to pay VAT for donations received.
- k. Mr Timbs stated that he has just received an email from Mr Bearder and he doesn't know if Mrs Hofen is aware as she has not just mentioned it, but the email states that Mrs Hofen wants to be the Chair of HPC. Mrs Gillespie stated that all Councillors have different knowledge and experience but when Mrs Hofen was on HPC before, she has enormous experience in fields that not everyone does, and Mrs Hofen would be great back on HPC and would be such an asset as Chair. As Mr Burgess only wants to be Chairman for three months and Mrs Hofen has had experience on HPC it would be a good idea. Mrs Hofen stated that she did put herself forward to the Clerk for the Chair position after learning that Mr Peter Dobson had resigned, but was told by the Clerk that because I wasn't a current Parish Councillor I couldn't put myself forward for this position. The Clerk stated that she had spoken with OALC to clarify the situation, and to be considered for the Chair position, you must be a Parish Councillor. The Clerk also advised Mrs Hofen at the same time that there were two current Parish Councillor vacancies. Mrs Hofen stated that at the time in the email, the dates were wrong way round so the Chairman position was being voted on first, and then the two Parish Councillor vacancies, so when she saw this she could see that it wasn't going to work, but actually it is not that way round. Mr Timbs asked the Clerk why she made this decision as it wasn't her decision to make. Mr Timbs asked the Clerk why she would tell Mrs Hofen that she can't apply for one of the vacancies, as we have now co-opted two people and there are now no vacancies and he thinks that it would have been be a really good idea. The Clerk stated that she did not tell Mrs Hofen that she could not apply for one of the vacancies, I advised her that there are two vacancies but the first item on the Agenda at the October meeting was the election of Chairman. The decision at the October meeting was defer the election of Chairman to the November meeting, but I was not aware that this was going to happen. The Clerk advised Mrs Hofen that you do have to be a Parish Councillor to be

considered for the Chair position. Mr Timbs stated that we could have figured that out. The Clerk confirmed that this advice was from OALC.

- l. Mrs Gillespie apologised for being late to the meeting.
- m. Mr Timbs raised his overall disappointment with everything from this meeting and how this Council is currently run and requested that this is minuted. Mr Burgess asked if Mr Timbs was having a dig at him. Mr Timbs stated that it is nothing to do with Mr Burgess and that he voted for him and would like him to stay, it is generally how things have gone in this meeting with things he has heard from the Clerk and the co-option of Councillors earlier which he accepts no-one agreed with him, we now have two sets of family members on the Council and he doesn't feel like it is possible to make change in it anymore. Mr Timbs doesn't know if he is going to be able to change it going forward, but just wants to raise his disappointment.

**217/21 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 16<sup>th</sup> November 2021. (To be confirmed).

Horspath Parish Council Meeting – \*\*\*Thursday 9<sup>th</sup> December 2021\*\*\*

Signed.....

Date.....