

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 3rd January 2023 7.30pm.

Present: Mrs B Oakley (Chair), Mr D Burgess, Mrs P Cook, Mr L Coolman, Mr P Ewart, Mr I Harris, Mr E Parker, Mrs C Riley, Mrs H Kogel (Clerk). **Apologies** Mr B Igoe, Mr O'Brien, Mrs Gillespie (District Councillor).
Absent: Mr T Bearder.
Public: 4

01/23 APOLOGIES FOR ABSENCE. – Apologies were made on behalf of Mr Igoe, Mr O'Brien and Mrs Gillespie. Mr Bearder was absent from the meeting.

02/23 DECLARATION OF INTERESTS. – None.

03/23 EMERGENCY BUSINESS. – None.

04/23 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 6th December 2022 were agreed and signed as correct by the Chairman.

The Minutes of the Additional Parish Council Meeting held on 13th December 2022 were agreed and signed as correct by the Chairman.

The Minutes of the Confidential Closed HR Meeting held on 19th December 2022 were agreed and signed as correct by the Chairman.

05/23 MATTERS ARISING. – None.

06/23 PLANNING APPLICATIONS.

P22/S3134/ Brookside Court, Cuddesdon Road, Horspath

FUL

Proposed alterations to existing building to be retained and used for agriculture, with associated works. (As amended by Ecology and Agricultural justification reports received 9/12/22). – **Councillors voted unanimously to object to this application on the grounds that the owner has never used this land for farming purposes. No farming activities have ever taken place on this site, it is a construction and development business. To date, there has never been any farming traffic at this site. It was agreed that Mr O'Brien will draft the full response to SODC.**

P22/S4088/ 4C Gidley Way, Horspath **Re-consider planning application**

S73

Variation of condition 2 (approved plans) on application P19/S2360/FUL - amendments to roof design to allow for alternative technologies (pv panels) to be installed. (As amended by revised ownership certificate received 28/11/22). Amendment to planning permission P17/S4439/FUL for various alterations including change of internal ground floor layout, addition of external doors and windows and addition of first floor. - **Horspath Parish Council has recently re-considered this planning application and a decision was made to withdraw the previous objection listed on 7th December 2022. However, Councillors are extremely concerned about the caravan on site which has been extended and looks to be a permanent fixture. There is also concern that the second floor of the workshop on site is being used as a dwelling. Councillors have requested that a Planning Officer investigates these two issues.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

APP/Q3115/ Land North East of Brookside Court, Cuddesdon Road, Horspath

C/22/3312174 Without planning permission the material change of use of land shown outlined red on the plan from agricultural to a mixed use comprising agriculture and non-agricultural storage, parking and outdoor amenity uses including outdoor seating. (SE20/237(A)).

APP/Q3115/ Tanners Close, Sandy Lane, Horspath

W/22/3306138 Conversion and change of use of metal clad barn to a single residential unit. (As amended revised block plan and planning statement received 8/4/22)

P22/S3990/ 2 Blenheim Way, Horspath (Householder)

HH Replacement of roof structure with raised ridge and inclusion of box dormers to enable conversion of roof space to create habitable space. – **Granted.**

07/23 CLERK’S UPDATE.

Repairs to Play Area – The Clerk is waiting for a date from ODS to start the repairs.

Christmas Tree Collection – Reminder to leave Christmas trees on the Village Green on 9/1/23 ready for SODC to collect the trees on 10th January 2023. It was agreed that the Clerk will write to thank Mr Pettigrove for donating the Christmas tree.

Village Noticeboards – The two noticeboards have been ordered. The lead time is around 10 weeks.

08/23 REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS.

The Clerk circulated suggested amendments to the most recent model of Standing Orders & Financial Regulations. Councillors agreed to accept the recommended changes. The Clerk will make the amendments and circulate a clean copy to all Councillors. It was also agreed that appointing a Data Protection Officer will be an Agenda item at the February meeting. The Clerk suggested that a HR committee should be appointed to deal with any HR matters. It was agreed that Mrs Oakley and Mrs Cook will be the HR Committee members.

09/23 PRECEPT 2023/24.

The Clerk circulated the draft Precept at the December meeting. Councillors voted unanimously to set the Precept for 2023/24 at £53,000.00.

10/23 SETTLEMENT AGREEMENT.

Mrs Oakley stated that all Councillors are aware of the settlement agreement details. Councillors voted unanimously to accept the settlement agreement. Mrs Kogel will remain as the Parish Clerk for Horspath.

11/23 SYLO BEYOND HR.

Mrs Oakley stated that no further correspondence has been received since Sylo requested to meet with Mr O’Brien in December. Sylo have still not provided the information on the outstanding invoice. Mr O’Brien will give an update at the next meeting.

12/23 HPC POLICIES.

The Clerk circulated the Policies adopted by HPC several years ago which have been provided by Mr Harris. Councillors agreed to re-adopt all of the Policies and display them on the HPC website.

13/23 UPDATE FROM VILLAGE BEAUTIFICATION SUB-COMMITTEE.

Mrs Oakley reported that another planter will be purchased and placed at the side of the bench by the memorial. Mr Brooks agreed to remove the soldiers and the wreaths, all except one, which will remain by the memorial. Mr Burgess suggested that we obtain a cost from a contractor to clear all of the leaves from the roads in the village. Mr Burgess has recently contacted SODC to request that the roads in the village are swept, but was told that there is no budget available. Mrs Oakley will look into the cost of a road sweeper.

14/23 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

Mrs Oakley reported that OCC own a piece of land in the middle of where the Northfield development will be, and they want to build large houses on their piece of land and for it to be car free. OCC are refusing to sign with Chelgate until they agree that the development will be car free, which is causing a delay in moving forward.

15/23 CORRESPONDENCE.

- a. Wheatley Parish Council. – December 2022/January 2023 Newsletter. – (Circulated via email).
- b. NALC. – Open Letter. – (Circulated via email).
- c. RSN. - The Rural Bulletin. – 6/12/22, 13/12/22, 20/12/22. – (Circulated via email).
- d. Wheatley Park School. – Prize Giving Event Postponed. – (Circulated via email).
- e. CPRE. – Care about the countryside? Join us! – (Circulated via email).
- f. Mr Ben Morris. – Questions for HPC. – (Circulated via email). – **Councillors agreed that the land in question belongs to Oxford City Council. The traffic restrictions will only apply at peak times. Mr Parker stated that the traffic restrictions have been postponed and will not affect Horspath. The Clerk will inform Mr Morris.**
- g. NALC – Chief Executive’s Bulletin. – 9/12/22, 16/12/22. – (Circulated via email).
- h. OCC. – Cold Weather Amber Alert – Level 3. – (Circulated via email).
- i. SODC. – South News December 2022. – (Circulated via email).
- j. Community First Oxfordshire. – Are you a volunteer? Let us know what you think about volunteering – very short survey. – (Circulated via email). – **Noted.**
- k. RSN. – Rural Funding Digest December 2022. – (Circulated via email).
- l. OALC. – Training 2023. – (Circulated via email).
- m. Mr David Rogers, University of Oxford. – Botley West Solar Farm. – (Circulated via email).
- n. Bioabundance. – Botley West Solar Farm. – (Circulated via email).
- o. Oxford Hub. – Community Newsletter. – (Circulated via email).
- p. Stuart Todd Associates. – Playing Pitch Strategy – Request for information. – (Circulated via email).
- q. CPRE. – December newsletter. – (Circulated via email).
- r. OALC. – December update for members. – (Circulated via email).
- s. NALC. – Events 15/12/22, 20/12/22, 27/12/22 – (Circulated via email).
- t. OALC. – Training 2023. – (Circulated via email).
- u. Morland House Surgery. – December 2022 Newsletter. – (Circulated via email).
- v. Open Spaces Society. – December Update. – (Circulated via email).
- w. TVP. – Police & Crime Bulletin December 2022. – (Circulated via email).
- x. ONPA. – December Newsletter. – (Circulated via email).
- y. NALC. – Newsletter 14/12/22. – (Circulated via email).
- z. SODC. – Private hire driver convicted and fined for offering rides illegally at Henley Regatta. – (Circulated via email).

- aa. SODC. – Time to plan the right future for our Districts. – (Circulated via email).
- bb. ARC Thermal. – Village halls Queens Jubilee fund now open. – (Circulated via email).
- cc. SODC. – Election fees and charges. – (Circulated via email).
- dd. Hardy Drone Services. – Aerial drone services. – (Circulated via email). - **Noted.**
- ee. Mr David Matthews. – Footpath between 10 & 12 Manor Farm Road. – (Circulated via email). – **Mrs Oakley has inspected at the footpath and cannot see a problem with the surface apart from the amount of dog mess. It was agreed that this will be deferred until Mr O’Brien has inspected the footpath.**
** original held by the Clerk, copy available on request.
 # displayed on Village Hall & village noticeboards.*

16/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
3.1.23	HMRC	Employers Contributions		840.24
8.12.22	Inty Ltd	Email address fee		5.40
2.12.22	Nest	Pensions contribution for Mrs Kogel		67.05
3.1.23	Mr Martin Harris	Padlock for Conservation Area		8.00
		Microphone Cable		18.53
3.1.23	Mrs Hayley Kogel	Home Office December 2022		30.00
		Stationery		27.00
3.1.23	Mrs Hayley Kogel	Salary 24/11/22 – 24/12/22		1260.24
3.1.23	Shield Maintenance	Emptying Dog Bins	12.13	72.79
		TOTAL	12.13	2329.25

17/23 RECEIPTS.

Date	Received from	Details	Total £
5.12.22	Barclays Bank	Interest	23.27
9.12.22	Environment Agency	Annual rent for observation borehole	150.00
16.12.22	Howard Chadwick Funeral Service	1 x Burial	500.00
16.12.22	Tony James Memorials	1 x Headstone	160.00
		TOTAL	833.27

HORSPATH RECREATION ACCOUNT

Date	Received from	Details	Total £
28.12.22	ST Properties Ltd	Quarterly rent for Chequers Inn Car Park	712.50
		Total	712.50

It was agreed that the Clerk will write to ST Properties Ltd to request that the damage to the wall is repaired as per the lease and also to request that the car parking area is tidied.

18/23 AOB.

- a. Mr Parker reported that he has reported to FixMyStreet a large pothole outside the Hub, and asked other Councillors to do the same. Mrs Oakley stated that she has previously reported this pothole which was repaired around 4 weeks ago, along with another pothole by the bridge, and another one by the chicane as you enter the village.

- b. Mrs Riley asked what happened to the soil that was left on the Village Green. Mrs Oakley stated that Mr Surman used the soil to repair the damage to the Village Green. Mr Burgess stated that the new goal posts will be put up when the weather improves.

Public:

- c. Mrs Walker reported that SODC has confirmed that the drains at Blenheim Way are on their schedule.
- d. Mr Aries reported that two of the exterior lights at the Village hall need to be repaired.

19/23 DATE OF NEXT MEETINGS.

Horspath Open Public Meeting – Tuesday 10th January 2023.

Parish Council Planning Meeting – Tuesday 17th January 2023 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 7th February 2023.

Signed.....

Date.....