

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 7th February 2023 7.30pm.

Present: Mrs B Oakley (Chair), Mr D Burgess, Mrs P Cook, Mr L Coolman, Mr P Ewart, Mr I Harris, Mr B Igoe, Mr P O'Brien, Mr E Parker, Mrs C Riley, Mrs H Kogel (Clerk), Mrs E Gillespie (District Councillor).

Apologies

Absent: Mr T Bearder.

Public: 11

25/23 APOLOGIES FOR ABSENCE. – There were no apologies to be made. Mr Bearder was absent from the meeting.

26/23 DECLARATION OF INTERESTS. – None.

27/23 EMERGENCY BUSINESS. – None.

28/23 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 3rd January 2023 were amended on Item **13/23 Update from Village Beautification Sub-Committee to read:-** Mr Brooks agreed to remove the soldiers and the wreaths, all except one, *which will remain by the memorial.* The Minutes were then agreed and signed as correct by the Chairman.

The Minutes of the Open Parish Council/Residents Meeting held on 10th January 2023 were agreed and signed as correct by the Chairman.

The Minutes of the Planning Meeting held on 18th January 2023 were agreed and signed as correct by the Chairman.

29/23 MATTERS ARISING.

21/23 Proposal for a new Village Hall – Mrs Oakley stated that HPC has contacted SODC Planning Dept to arrange a meeting to discuss the proposal. Councillors agreed to the cost of approximately £900.00.

30/23 PLANNING APPLICATIONS.

P23/S0306/ 5 Blenheim Way, Horspath

HH Demolition of existing adjoining garage and lean to utility room extension. Proposed Side extensions to both north and south aspects. – **Councillors voted unanimously in favour to recommend approval.**

P22/S4552/ 90 Gidley Way, Horspath **Certificate of Lawful Development**

LDP Artist hobby room and garden tool store. **For information only**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

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). – **Granted.**

P22/S4149/ Twelve Acres, Sandy Lane, Horspath (Full Application)

FUL Conversion of existing storage barn into a 2 bed roomed dwelling. – **Granted.**

P22/S4641/ Brookside Court, Cuddesdon Road, Horspath

AG Agricultural storage barn. – **A formal application for planning permission is required.**

31/23 CLERK'S UPDATE.

Repairs to Play Area – ODS are expecting to carry out the repairs early February.

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

Hedge Cutting – The hedge cutting has now been completed. Councillors approved the payment of £750.00.

Damage to Village Green – Councillors approved the payment to Mr Surman for carrying out the repairs to the Village Green.

Freedom of Information Request – The Clerk confirmed that the request has been actioned.

32/23 SYLO BEYOND HR.

Mr O'Brien reported that Sylo referred the outstanding invoice to a Dept Collection Agency in October, who wrote to HPC giving 7 days to pay the invoice before the matter is taken to court. The Dept Collection Agency has emailed again recently stating that Sylo will accept 50% of the total invoice as a final payment. Mr O'Brien replied stating that HPC is still waiting for a breakdown of the invoice. The Dept Collection Agency has emailed over several pieces of information, but this information still doesn't answer the questions raised by HPC last year. Mr O'Brien has been away but will draft a reply to the Dept Collection Agency stating that HPC is not happy with the response and will consider informing them that we will start looking into the £8k already paid to Sylo. Mr O'Brien will report back at the next meeting.

Mrs Oakley reported that the reason the invoice has not been paid is that HPC has no information about what the invoice is for. Mrs Oakley stated that since the contract was signed by Mr James Dobson she has not received copies of any documents from Sylo.

33/23 UPDATE FROM VILLAGE BEAUTIFICATION SUB-COMMITTEE.

Mrs Oakley reported that 2 goal posts that have been purchased cannot be installed until the weather improves. A new flower tub will be purchased and sited between the bench and the memorial.

34/23 APPOINTMENT OF A DATA PROTECTION OFFICER.

Mrs Oakley stated that more information will be sought from OALC before appointing a data protection officer. This item will be deferred until more information is available.

35/23 NEW DEFIBRILLATOR.

Mrs Oakley stated that if any residents living at the top of Gately or the Berkeley Home site needed a defibrillator, the closest defibrillator is either at the School or the Village Hall. The owner of the Berkeley Home site has given permission for a defibrillator to be installed on the office wall as it needs an electricity supply. Mrs Oakley stated that although there are instructions on how to use a defibrillator, residents have requested that a training course is organised for residents to attend. Mrs Riley reported that courses have previously been held in the Hub. Mrs Oakley will look into training courses. Mr Coolman stated that HPC will require Berkeley Homes to give their permission for the defibrillator in writing. Councillors agreed unanimously to purchase a defibrillator at a cost of approximately £1,000. The Clerk suggested that Mr Bearder and Mrs Gillespie be contacted to see if they are able to award a grant.

36/23 NPPF CONSULTATION.

The Clerk circulated an email from Mr Harris who has drafted a response on behalf of HPC to the NPPF Consultation. Councillors agreed unanimously that the Clerk send the response.

37/23 SECURITY OF HPC'S DOCUMENTS.

Mrs Oakley reported that over the past few months she has been trying to locate several documents belonging to HPC that are no longer in the filing cabinets. Mrs Oakley stated that it is possible that the previous Chairman, Mr Peter Dobson and also Mr James Dobson who have both resigned from HPC still have in their possession both HPC and HSPC documents. Councillors agreed unanimously that the Clerk contact Mr Peter Dobson and Mr James Dobson to request that any documents belonging to HPC and HSPC are returned.

38/23 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mrs Gillespie (District Councillor) – Mrs Gillespie agreed to arrange a meeting with the Planning Officer to discuss the new village hall. Mr O'Brien stated that he is available any day of the week to meet. Mrs Gillespie reported that she is totally against the Joint Plan with WVHDC as the Vale have very different interests to SODC. SODC has one very good Officer who is doing what he can to lower the housing numbers that we are going to be building.

Mrs Gillespie stated that she will be meeting Mark Hardware who has taken over from the developers of Northfield on Friday, and then he will come and speak with HPC. It will be down to Mrs Oakley and Mr Harris as to whether HPC meets with him. The Brasenose Bursar, who is a member of OPT and someone who really cares, which means that we are more likely to get what we want from this development if we stay on board with him. OCC are holding things up as they want their piece of land to be a car free zone, and also they do not have sufficient Officer resources, so they are not able to proceed which is frustrating. It is possible that the land could be given away as it now has planning, so we need to get the best quality possible and ensure that we get the buffer for the visual amenity. Mrs Gillespie will keep HPC informed. Mrs Oakley stated that by having a car free zone will mean that the cars park elsewhere.

Mrs Oakley reported that there is no longer a school bus from Garsington to Wheatley even though it is 3.1 miles.

39/23 CORRESPONDENCE.

- a. SODC. – Housing Developers pay their way to improve community facilities. – (Circulated via email).
- b. Bioabundance. – Minutes from meeting on 5/1/23. – (Circulated via email).
- c. NALC. – Open Letter 5/1/23. – (Circulated via email).
- d. SODC. – Community Grant Scheme 22/23 – Round 2 remaining funds. – (Circulated via email).
- e. Bioabundance. – Botley West solar farm. – (Circulated via email).
- f. RSN. - The Rural Bulletin. – 4/1/23, 10/1/23, 17/1/23., 24/1/23, 31/1/23. – (Circulated via email).
- g. OALC. – 4 things for your attention. – (Circulated via email).
- h. SODC. – Car parking fees to change this spring. – (Circulated via email).
- i. Ms Joanne Milton. – Parish Correspondence. – (Circulated via email).
- j. Ms Joanne Milton. – Recycling bin by the Village Shop. – (Circulated via email).
- k. NALC. – Events 10/1/23, 17/1/23, 24/1/23, 31/1/23, 2/2/23 – (Circulated via email).
- l. Bioabundance. – Disaster in the sea and a warning of more. – (Circulated via email).
- m. Bioabundance. – Death by 1000 cuts – help stop carve up of Peak District National Park. – (Circulated via email).
- n. RSN. – Rural Funding Digest January 2023. – (Circulated via email).
- o. NALC – Chief Executive's Bulletin. – 13/1/23, 20/1/23, 27/1/23. – (Circulated via email).
- p. SODC. – The Great British Spring Clean 2023. – (Circulated via email). – **Mrs Oakley reported that SODC will supply all of the equipment for litter picking. Mrs Oakley will arrange a volunteer litter**

pick in the village. Mrs Oakley will carry out the litter picking at Cuddesdon Road and by Sandy Lane as the roads are dangerous. Mrs Oakley has recently received a complaint about the litter from Stagecoach all the way along Oxford Road into Horspath. This has been reported to SODC, and if they do this area she will ask them to do Cuddesdon Road. Mr Clarke stated that he has seen two young men litter picking the Oxford Road last week by hand, neither of who were wearing hi-viz jackets. Mrs Oakley will organise the volunteer litter pick and display posters around the village advertising the details.

- q. SODC. – Your comments are invited on the Wheatley Neighbourhood Plan Review. – (Circulated via email).
- r. Bioabundance. – National Land Use Commission, Energy Generation Strategy, and Land Use Strategy. – (Circulated via email).
- s. SODC. – Taxi driver convicted and fined for offering rides illegally at Henley Regatta. - (Circulated via email).
- t. NALC. – Newsletter 18/1/23, 25/1/23, 1/2/23 – (Circulated via email).
- u. RSN. – Rural Cost of Living Survey – Your help needed to encourage participation. – (Circulated via email).
- v. SODC. – Help is at hand for people finding it hard to pay for food and energy bills. (Circulated via email & information available on the website).
- w. Morland House Surgery. – January 2023 Newsletter. – (Circulated via email).
- x. SODC. – South News January 2023. – (Circulated via email).
- y. TVP. – Police & Crime Bulletin January 2023. – (Circulated via email).
- z. SODC. – Council secures funding to install renewable energy at its art centre. – (Circulated via email).
- aa. Open Spaces Society. – January Updates. – (Circulated via email).
- bb. Oxfordshire South & Vale Citizens Advice. – Donation Request. – (Circulated via email).
- cc. OALC. – Allotments tenancy agreements and policies training. – (Circulated via email).
- dd. SODC. – Fun, free and low cost activities for families this February half term. – (Circulated via email).
- ee. CPRE. – January 2023 Newsletter. – (Circulated via email).
- ff. SODC. – Abbey Centre Sports Centre changing rooms to get eco-friendly refurbishment. – (Circulated via email).
- gg. OALC. – 3 things to bring to your attention. – (Circulated via email).
- hh. Community First Oxfordshire. – Annual Subscription. – (Circulated via email).
- ii. RSN. – Rural Funding Digest February 2023. – (Circulated via email).
- jj. OALC. – January Update for Members. – (Circulated via email).
- kk. Ms Waterman. – Horspath Village Hall. – (Circulated via email).
- ll. OALC. – 2 Things – Training & Bullying. – (Circulated via email).
- mm. JACS UK Ltd. - Village Gateways. – (Circulated via email).
- nn. Ms Bown. – Bench in the Burial Ground. – (Circulated via email). – **Mrs Oakley stated that HPC previously agreed that a bench would be sited in the burial ground. Mrs Bown has asked for a bench with engraving. Mrs Oakley will liaise with Mrs Bown.**
- oo. Mr David Matthews. – Footpath between 10 & 12 Manor Farm Road. – (Circulated via email). – **Mr O’Brien has agreed to look at the footpath. Mr Burgess stated that there is nothing that can be done with the footpath.**

** original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

40/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee February	0.40	5.40
BACS	Inty Ltd	Email Address Fee January	0.44	2.62
BACS	LAPF Architects	Architects Fee	300.00	1,800.00
BACS	Demarcation	Architects Fee		1,500.00
BACS	Community First	Annual Subscription		70.00
BACS	Mrs Riley	Plants & compost for planters		40.62
BACS	Mrs Hayley Kogel	Home Office December 2022		30.00
		Stationery		74.25
BACS	Mrs Hayley Kogel	Salary 24/12/22 – 24/1/23		11,611.16
		Back payment of holiday pay		
BACS	Mr P Aries	Bus Shelter Maintenance Dec & Jan		120.00
BACS	Shield Maintenance	Emptying Dog Bins	12.13	72.79
		TOTAL	312.97	15,326.84

41/23 RECEIPTS.

Date	Received from	Details	Total £
31.1.23	HSPC	Grant for 2 x Architects Fees	3300.00
		TOTAL	3300.00

42/23 AOB.

- a. Mr Coolman stated that the new noticeboards should be delivered soon. Mrs Oakley and Mrs Riley have agreed to paint the bus shelter at Gateley before the new noticeboard is fitted.
- b. Mr Ewart reported that he will be attending the Public Transport Representatives meeting on 21/2/23. Mr Ewart asked if HPC will be contributing to the bus service this year. Mrs Oakley stated that the bus service is now funded by Raymond Blanc.
- c. Mrs Oakley reported that a neighbour buried his partner two years ago and wants to put a headstone on the grave but the grave it still raised. Mrs Oakley has been advised that it takes six months for the grave to settle, but it has been much longer than that. Mr Burgess suggested that Mrs Oakley contact Mr Surman will be able to deal with this.
Mrs Oakley informed Councillors that a resident has recently given her a gift. The resident commented that the new Councillors are doing very well, but particularly Mrs Oakley. Mrs Oakley was unsure whether she needed to declare this gift. Councillors agreed that Mrs Oakley accept the gift.
Mrs Oakley reminded Councillors that the Election is on 4th May 2023. Councillors can submit their nominations from 20th March, and the final day is 4th April 2023.
Mrs Oakley reported that 6/5/23 is the Kings Coronation, and asked Councillors if anyone has a beacon that HPC can use on 7/5/23. The Hub will be holding a tea party for the Kings Coronation.

Public:

- d. A resident reported that he has tried to clear the leaves from the drains down the road of where he lives, but the drains are blocked solid. Mrs Oakley will look at the drains and report them to OCC.
- e. A resident asked, when lorries damage the Village Green, can HPC claim from their insurance. Mrs Oakley stated that on the last occasion HPC did claim on the drivers insurance but does take a long time. The alternative is to install dragons teeth around the Village Green, but these would have to be taken down for the fair. Mr Burgess reported that the last lorry was a foreign driver with no insurance. The PCSO's that were in attendance were not interested in dealing with no insurance issue. Mr Burgess has the details of the

driver and the vehicle, and he is following it up. Mr Clarke stated that the lorry drivers are coming into Horspath from BMW and suggested that HPC write to BMW explaining the situation and request that drivers leaving BMW are informed not to turn right. Mr Burgess is exploring this option.

- f. A resident reported that when she was driving past BMW recently and a lorry pulled out in front of her. A resident reported that Mrs Parker has previously provided training on using defibrillators in the Hub, and she is willing to do it again, she is fully trained and certificated. Mrs Oakley will contact Mrs Parker.
- g. Mrs Walker reported that the gullies at Blenheim Road have still not been cleared. OCC has said that they are on their schedule but they have not been done.
Mrs Walker reported that they have had Openreach at her property over the last few days fitting a new telephone line and internet. Openreach found lots of faults and have stated that all of the green boxes in the village have faults and need replacing. Openreach are aware of the problem but won't take any action. The only way of replacing and upgrading the green boxes is for the village to complain about the service. It was agreed that the Clerk will write to Openreach.
Mrs Walker reported that she had a lady knock at her door last week asking questions about her property, the lady reported to be from the Ordnance Survey.
Mrs Walker asked Mr Burgess if he looked at the sign at Blenheim Road that has been turned around the wrong way. Mr Burgess did turn the sign around the right way, but someone has turned it round again. Mr Burgess will check the sign again.
- h. A resident reported that there are 4 wheel drive vehicles driving up and down Sandy Lane causing damage to the lane. Mr Igoe suggested that residents report the vehicles to the Police.
- i. Mr Clarke asked for an update on the property with the gates at Manor Drive. Mrs Oakley stated that SODC previously advised that the owner had to apply for planning permission for the gates, but no further information has been received. The Clerk will request an update from SODC.
Mrs Oakley reported that the curb stones at Manor Drive are broken. The damage has been caused by people driving over the curbs.
Mr Clarke asked what the payment for architects is for. Mrs Oakley advised that this is for the new village hall. Mr Clarke stated that this was not agreed at the last meeting. Mrs Oakley stated that after the village survey and the open meeting, the majority of people were in favour of a new village hall. This is just for preliminary plans to see what we could have. Mr O'Brien stated that HPC has taken the decision to spend the money, we don't need permission to spend the money. Mr Clarke asked why HPC is spending money on plans when the residents have not agreed it. Mr Clarke asked if there will be a preliminary plan to refurbish the existing village hall. Mr Parker stated that the residents voted in favour of a new village hall. Mrs Oakley stated that there were around 48 people at the open meeting who voted in favour of a new village hall, 8 against and 16 who wanted further information, so HPC decided to contact architects to see what could be in place of the existing village hall. Mr Coolman stated that we needed an architect's opinion with regards to the planning permission for what we are able to do. There is no point asking for resident's opinions if we cannot get planning permission. Mr Clarke stated that after the meeting there were a lot of residents who were saying that it will happen anyway. Mr O'Brien stated that a new village hall may not happen and that is why we want to have a meeting with the Planning Department at SODC. This is the first hurdle, if the Planning Officer says no to planning permission it won't be able to go ahead. Mr Clarke stated that the Planning Officer could say that it would be better financially to refurbish the existing village hall. Mr O'Brien stated that it will not be better financially to refurbish the village hall, it will cost a fortune to refurbish and we will still have the same building, which is not fit for purpose. Mr O'Brien stated that at some point residents will have to put their trust in HPC. Mr O'Brien and Mr Coolman met with two architects and gave them a brief and asked for rough sketches, which is what they have given. Mr Clarke stated that the village hall is not good enough for this village as it is run by a society, anyone booking the

hall cannot have a bar. Mr Coolman stated that hirers can bring in an outside bar. Mr Parker stated that the Cricket Club can also be contacted to provide a bar facility. Mr Parker stated that there is a lease between the village hall and the Cricket Club but the document cannot be located. Mr O'Brien stated that in the brief given to the architects, a separate bar has been included. Mr Coolman stated that the cricket club has been incorporated into the plans, but it will be separate. Mr Clarke stated that he hopes a new village hall will go ahead but not to include a veranda to watch cricket. Mr Parker stated that this is a vast project and lots of suggestions have been received from residents. To make the new village hall viable, it will need catering facilities, a bar, meeting rooms, and other things will be decided by the residents. Mrs Cook stated that there should be a sports club formed to include all sports. Mr Clarke agreed with a previous suggestion to build a 4G pitch. Mrs Oakley stated that the cost of this would be £1.25 million. Residents got together previously to look at the possibility of a 4G sports pitch but soon realised that the ground is not suitable. Mrs Oakley stated that a new village hall will be used by all residents, and a new village hall is the first priority and then other projects can be considered at a later date. Mr Clarke stated that he didn't see any residents say a new village hall is a good idea. Mrs Oakley stated that the majority of resident who attending the meeting were in favour of a new village hall. Mr Burgess stated that he has been doing costings on 4G sports pitches, and if separate changing rooms for boys/girls are provided there are grants available. Mr Parker stated that this is why he needs to see the leases that are in place, and until all of the facts are available we cannot make reasonable decisions. Mrs Oakley stated that some people at the meeting who were from village organisations are against a new village hall because organisations know that we will need a lot of funds from HSPC along with grants to cover the costs, and organisations will not be able to apply for grants as they usually do. Mr O'Brien stated that there was one individual at the open meeting who said that a new village hall should not be allowed to be used by people from outside of the village, but we want as much business as possible coming through the village hall which will make it cheaper for residents to use.

43/23 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st February 2023 (To be confirmed).
Horspath Parish Council Meeting – Tuesday 7th March 2023.

Signed.....

Date.....