

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 6th June 2023 at 7.30pm.

Present: Mr D Burgess (Chairman), Mrs P Cook, Mr L Coolman, Mr I Harris, Mr B Igoe, Mr P O'Brien, Mr E Parker, Mrs H Kogel (Clerk).

Apologies Mrs B Oakley, Mrs C Riley

Absent: Mr T Bearder (County Councillor), Mr S James-Lawrie (District Councillor).

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116/23 DECLARATION OF ACCEPTANCE OF OFFICE FORM.

Mr Ian Harris signed his Declaration of Acceptance of Office form.

117/23 APOLOGIES FOR ABSENCE.

Apologies were made on behalf of Mrs Oakley and Mrs Riley. Mr Bearder and Mr James-Lawrie were absent from the meeting.

118/23 DECLARATION OF INTERESTS. – None.

119/23 EMERGENCY BUSINESS. – None.

120/23 MINUTES FOR APPROVAL.

The Minutes of the Annual Parish Council Meeting held on Tuesday 9th May 2023 were agreed and signed as correct by the Chairman.

The Minutes of the Closed Parish Council Meeting held on Tuesday 22nd May 2023 were agreed and signed as correct by the Chairman.

121/23 MATTERS ARISING. – None.

122/23 CO-OPTION OF PARISH COUNCILLORS. – No applications received.

123/23 PLANNING APPLICATIONS. – None.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P23/S1198/ HH High View, 102 Gidley Way, Horspath Householder
Proposed flat roof-light over utility room and first floor rear balcony. – **Granted.**

P23/S1115/ HH Windy Ridge, 55 Gidley Way, Horspath Householder
Extend existing roof at rear of bungalow to provide additional bedroom. Create pitched roof over existing flat roof side extension. Remove plain tiles on existing main roof and replace with concrete pantiles of similar colour. – **Granted.**

APP/Q3115/C/23/ 3320658 Overview Stables, Sandy Lane, Horspath
Without planning permission, the change of use of land from equestrian to residential use involving the construction of a dwelling house, associated incidental buildings and facilitating development such as the erection of timber fencing to create a garden area and the laying of a flagstone path in the area of land hatched blue on the plan (SE20/262).

124/23 CLERK'S UPDATE.

Play Area Gate – Mr Burgess passed thanks to Mr Coolman for repairing and re-fitting the gate.

Burial Ground Sign – The Clerk reported that the sign company used to order the burial ground signs is no longer open. The Clerk will re-order from another sign company.

BHIB Insurance – HPC's annual insurance policy renewed. This year is the last year of the 3 year policy.

Freedom of Information – Further correspondence has been received relating to the FOI request.

Additional guidance is required from Councillors.

Play Area Inspections – The inspections will be carried out in July/August.

Property in Manor Drive – SODC has now set a deadline for submission of the required information for the application to be validated, failure to do so will result in the Council considering enforcement action.

Chequers Inn – The repairs to the wall have now been carried out.

Trees on the Village Green – SODC Forestry Department have confirmed that they have no objections to work being carried out on the 2 Oak trees and the 2 Horse Chestnut trees but more information has been requested on the Silver Birch trees. Mr Burgess will inspect the trees and advise the Clerk.

Burial Ground Bench – The Clerk passed thanks to Mr Hamlet for installing the bench.

125/23 INTERNAL AUDIT REPORT 2022/23. – Deferred as report has not yet been received but will be available in time for the next meeting on 14th June 2023.

126/23 REVIEW OF RISK ASSESSMENTS. - Councillors considered the risk assessments to be adequate.

127/23 PEDESTRIAN CROSSINGS.

The Clerk stated that cost information was circulated at the last meeting, and it was agreed that Councillors would give it some thought before the next meeting. Mr Burgess stated that a pedestrian crossing would have to be sited opposite the Chequers Pub. Mr Parker suggested that another option would be for a speed camera to be installed. Several Councillors stated that HPC cannot justify the costs involved. Councillors agreed to defer this item until a cheaper alternative can be found.

128/23 SYLO BEYOND HR – Update. – No update available.

129/23 UPDATE FROM VILLAGE BEAUTIFICATION TEAM. – No update available.

130/23 DATA PROTECTION POLICIES.

Mr Burgess reported that HPC is reviewing data protection policies and taking professional advice. The Clerk confirmed that she has registered HPC with the Information Commissioner's Office at a cost of £40.00. Mr Burgess stated that there may be courses available for Councillors to attend.

131/23 CYCLE SPEEDWAY.

The Clerk reported that she is waiting for a reply from Mr Miscampbell from Blake Morgan.

132/23 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

133/23 CORRESPONDENCE.

- a. SODC. – Local clubs help people keep fit – Everyone Active Grant. – (Circulated via email).
- b. NALC. – Newsletter 10/5/23, 17/5/23, 24/5/23, 31/5/23. - (Circulated via email).
- c. RSN. - The Rural Bulletin. – 10/5/23, 16/5/23, 23/5/23, 31/5/23. – (Circulated via email).
- d. NALC. – Events 9/5/23, 16/5/23, 23/5/23, 30/5/23.– (Circulated via email).
- e. Community First Oxfordshire. – Amended spring newsletter. – (Circulated via email).
- f. The Big Give. – Match funding opportunities. – (Circulated via email).

- g. Oxford Preservation Trust. – OPT Awards 2023. – (Circulated via email).
- h. Babies1st.net. – Funding request. – (Circulated via email). – **Councillors agreed that no donation would be made.**
- i. OALC. – Training & Events. – (Circulated via email).
- j. NALC – Chief Executive’s Bulletin. – 12/5/23, 18/5/23, 25/5/23 – (Circulated via email).
- k. Community First Oxfordshire. – Volunteer Week 7th June 2023. – (circulated via email).
- l. Cllr Tim Bearder. – Parish Report. – (Circulated via email).
- m. SODC. – Waste Facility Tours. – (Circulated via email).
- n. Friends of Littleworth Nature Reserve. – Groundwork Days. – (Circulated via email).
- o. OALC. – Essentials of Employment Training. – (Circulated via email).
- p. OALC. – Executive Committee seeking nominations. – (Circulated via email).
- q. CPRE. – Championing our Local Countryside. – (Circulated via email).
- r. SODC. – A colourful celebration of Pride this June at Cornerstone Art Centre. – (Circulated via email).
- s. SODC. – Summer season set to start at Riverside with over £400k refurbishment. – (Circulated via email).
- t. ONPA. – May 2023 News. – (Circulated via email).
- u. Morland House Surgery. – May 2023 Newsletter. – (Circulated via email).
- v. TVP. – Police & Crime Bulletin May 2023. – (Circulated via email).
- w. Bioabundance. – Next meeting 8th June 2023. – (Circulated via email).
- x. SODC. –Comedy, crafts and a whole lot of fun this half term. – (Circulated via email).
- y. Open Spaces Society. – AGM 2023. – (Circulated via email).
- z. Mr Aries. – Email regarding Churchyard Lane. – (Circulated via email). – **Mrs Oakley has agreed to carry out the strimming of the pathway. Mr Aries stated that he has strimmed some of the Village Green but there is more that needs to be done. It was agreed that Mr Burgess will speak to Rob Gray to ask if he will carry out the strimming in the future.**
- aa. CPRE. – May Newsletter. – (Circulated via email).
- bb. SODC. – South News May 2023. – (Circulated via email).
- cc. OALC. – May Update for Members. – (Circulated via email).
- dd. Local Representatives Groups – Invitation to webinar. – (Circulated via email).
- ee. Geoff Stevens. – Volunteer activity at Littleworth Nature Reserve. – (Circulated via email).
- ff. Mr Hunt. – Land enquiry. – (circulated via email). – **Councillors agreed that the land in question is owned by the Parochial Charities. Mr Burgess stated that this land was always going to be gifted to HSPC. Mr Burgess stated that Mr Peter Dobson had a grant from HSPC to register the land and install fencing but due to Covid the process was delayed. It was agreed that the Clerk will contact Mr Peter Dobson who is the sole Trustee of the Parochial Charities and ask for an update on the expenditure of the grant.**

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

displayed on Village Hall & village noticeboards.

134/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee May	0.98	5.88
BACS	Shield Maintenance	Emptying Dog Hygiene Bins	12.13	72.79
BACS	Nest 19.5.23	Pension contribution for Mrs Kogel		67.05
BACS	Mrs Hayley Kogel	Home Office May 2023		30.00
		Stationery		30.00
BACS	Mrs Hayley Kogel	Salary 24/4/23 – 24/5/23		1314.64

BACS	BHIB	Agricultural Policy Renewal		224.36
BACS	Mrs Riley	Plants and tub		50.50
BACS	Shelley Signs	2 new noticeboards	573.00	3438.00
BACS	Mr P Aries	Bus Shelter & Play Area Maintenance April/May 2023		120.00
		TOTAL	586.11	5353.22

Councillors approved the payment of two further invoices have been received:-

Mr R Hamlet £360.00 – installing the bench in the burial ground.

Mr R Surman £200.00 – installing the football goals and nets.

135/23 RECEIPTS. – None.

136/23 AOB.

- a. Mr Coolman reported that along with Mr O’Brien they have recently carried out the inspection of the Stagecoach site. The representative from Stagecoach thought that the inspection was to look at the charging points. They were not able to inspect the concrete plant as they were working, but all left over concrete is crushed and re-used the next day. The site is kept very well and all of the toilet facilities have recently been renovated. Mr Coolman suggested that the Clerk reply to them stating that there are no objections to the charging points. Mr Burgess stated that the Solicitor for Stagecoach has recently emailed regarding permission for a sub-station, but they are requesting a 999 year sub-lease. It was agreed that this will be discussed at the HSPC meeting next week. Mr O’Brien stated that we will need drawing of the proposed sub-station before it can be considered. Mr Parker stated that it would be Stagecoach who would need to issue the sub-lease, not Horspath Parish Council. Mr O’Brien stated that HPC needs to ask for more information regarding the sub-station. The Clerk will re-circulate the email received regarding the sub-station.

Public:

- b. Mr Hamlet asked if Councillors are accepting the recent repairs to the wall at the Chequers Pub. Their lease states that they have to maintain the wall to a proper standard, and he doesn’t consider it to be a proper standard. Mr Hamlet stated that the wall needs to be taken down and re-built. Mr Hamlet suggested that HPC should write to the Chequers Pub stating that we want the wall built to a proper standard. Mr Burgess stated that there is also a problem with the manhole cover. Mr Igoe stated that photographs of the wall should be sent to the Clerk, who can then write to the Chequers Inn.
- c. Mrs Walker asked if there is any update with the chicane on Oxford Road. Mr Burgess stated that Jon Beale, OCC representative who has always supported the removal of the chicane, now doesn’t want the chicane to be removed. The Clerk reported that Jon Beale has recently advised that the chicane has been passed over to Sustran and the Active Travel Group. Mrs Cook stated that these two organisations are looking at cycling in the village. Mr Hamlet stated that Drayton Construction have previously given a quotation to remove the chicane for a cost of £1600.00. The Clerk will pass the contact details of Sustran and the Active Travel Group to Mr O’Brien. Mr Hamlet suggested that HPC ask Mr Bearder, County Councillor to look into this as it has been going on for over 8 years. Mr Hamlet stated that the Oxford Mail are going to send a representative to report on the chicane.

137/23 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20th June 2023 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 4th July 2023

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