

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 4th July 2023 at 7.30pm.

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

Apologies Mr D Burgess, Mr B Igoe, Mrs C Riley, Mr T Bearder (County Councillor).

Absent: Mr S James-Lawrie (District Councillor).

Public: 9

141/23 APOLOGIES FOR ABSENCE.

Apologies were made on behalf of Mr Burgess, Mr Igoe, Mrs Riley and Mr Bearder.

142/23 DECLARATION OF INTERESTS. – None.

143/23 EMERGENCY BUSINESS. – None.

144/23 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 6th June 2023 were agreed and signed as correct by the Chairman.

The Minutes of the Additional Parish Council Meeting held on 14th June 2023 were agreed and signed as correct by the Chairman.

145/23 MATTERS ARISING. – None.

146/23 PLANNING APPLICATIONS.

- | | | |
|---------------------------|---|--------------------------|
| P23/S0787/
LB | 3 Spring Lane, Horspath
Demolition of existing porch and erection of new porch and utility space. New dormer over kitchen, with internal alterations to ground and first floor, including new ground floor bathroom. Demolition of existing garage and replacement with new granny annex. New entrance gates. - Councillors have no objections and recommend approval. | (Listed Building) |
| P23/S0786/
HH | 3 Spring Lane, Horspath
Demolition of existing porch and erection of new porch and utility space. New dormer over kitchen, with internal alterations to ground and first floor, including new ground floor bathroom. Demolition of existing garage and replacement with new granny annex. New entrance gates. - Councillors have no objections and recommend approval. | (Householder) |
| P23/S1948/
HH | 95 Old Road, Wheatley
Removal of the detached garage, rear conservatory, and side lean to store and the erection of a one and a half story extension, a single storey rear extension and a rear facing dormer window. - Councillors have no objections and recommend approval. | (Householder) |
| P22/S3651/
FUL | Brookside Court, Cuddesdon Road, Horspath
Material change of use of agricultural land to ancillary offices uses and construction of office garden, additional parking spaces, and service yard with associated works including hard standing and hard landscaping (retrospective). (As amended by information and accompanying letter dated 10 th may 2023). - Councillors have the same views as previously advised on 7th December 2022 and object to this planning application and recommend refusal on the grounds that the site is over-developed and it is a conflict of | |

planning policies and both previous and most recent enforcement notices that have been served. Councillors have never witnessed the car park being full and there has never been an over-spill of parking on Cuddesdon Road. Councillors also agree with the comments raised by Cathy Holwill in the ecology consultation.

P23/S1847/ HH **Dolce Domum, 15 Blenheim Road Horspath (Householder)**
Loft conversion and two storey extension to the east elevation to provide additional living space on the ground floor and three bedrooms and bathrooms on the first floor. The loft conversion will be constructed from two pitched gable end roofs. - **Councillors have no objections and recommend approval.**

P23/S2102/ LDP **80 Gidley Way, Horspath** ***Certificate of Lawful Development***
Erection of two garden sheds.

P23/S1637/ LDP **80 Gidley Way, Horspath** ***Certificate of Lawful Development***
Demolition of two garden sheds and rebuild.
Application withdrawn on 22/6/23

PLANNING PERMISSIONS/REFUSALS/APPEALS.

APP/Q3115/ W/22/ 3306138 **Tanners Close, Sandy Lane, Horspath**
The appeal was against the failure to give notice within the prescribed period of a decision on a permission in principle application for the conversion and change of use of a barn to residential dwelling. – **The appeal is dismissed.**

P23/S2102/ LDP **80 Gidley Way, Horspath** ***Certificate of Lawful Development***
Erection of two garden sheds. – **Granted.**

147/23 CLERK'S UPDATE.

Burial Ground Sign – The two signs have been re-ordered along with two defibrillator location signs.

Burial Ground Procedures – Councillors agreed that the Clerk will purchase an official burial ground register, but decided against issuing burial exclusive right certificates.

Mr Horsley stated that he can undo the barrier to the burial ground but he cannot close it, so HPC either needs someone else to take over or remove the barrier. Mrs Oakley stated that she is aware that the barrier is difficult to open/close but she is able to arrange for this to be done. Mr Lee Clarke also offered to close the barrier as he is on site most days. Mr Horsley returned his register and other correspondence relating to the burial ground to the Clerk.

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

Trees on the Village Green – The Clerk has received permission from SODC Forestry Officer for the work to be carried out, excluding the Horse Chestnut tree. The Clerk will contact the Tree Surgeon.

Waste bins at the Play Area – Mrs Oakley had been informed that Mr Madden is no longer able to empty the waste bins in the play area, but this information was incorrect and Mr Madden has confirmed that he is able to continue. It was agreed that the Clerk will write to Mr Madden to apologise for the confusion and thank him for his help.

Notice of Public Rights – The notice was displayed on 29th June 2023 and will remain until 9th August 2023.

FOI Request – The Clerk has confirmed that the information requested has been provided.

January 2020 Minutes – An email has been received regarding the January 2020 Minutes. Councillors agreed that the Minutes from 2020 cannot be changed as they have been agreed and signed. It was agreed that the Clerk will respond to the letter stating that HPC Councillors cannot be held responsible for the actions/comments made by previous Councillors, all of who have now left HPC. It was also agreed that the Clerk will send a copy of the letter to Mr Tim Bearder as his comments are also mentioned in the letter.

Horspath Allotments – An invitation to all Councillors to visit the allotments has been received. Mrs Oakley and Mrs Cook agreed to attend.

Oxford City Council proposed new Burial Ground – It was agreed that the drop-in event should be held on 19th July 2023 as the other suggested date of 26th July is after the end of the consultation. Mr Horsley commented that access must be from the ring road and not the athletics track.

Bus Shelter at Gateley/ Planters – The Clerk has received receipts for £249.00 for materials to carry out the repairs to the bus shelter, and a receipt for £14.99 for plants for the planters. Councillors approved both payments. Mrs Oakley stated that most of the plants for the planters were given to HPC free of charge from Mill View Nurseries.

148/23 REPAIRS IN THE WILDLIFE CONSERVATION AREA.

Mrs Oakley reported that Mr Martin Harris has always managed the Conservation Area, but there is a need for a volunteer workforce to carry out maintenance and repair work. When it was first highlighted a year ago that repairs were required to the bridge a previous Councillor wrote a specification, which led to local builders declining to provide a quotation. Mr Hamlet has now agreed to carry out the repairs to the bridge and the steps but he does need volunteers to assist him. An advert asking for volunteers will be in the village magazine and on FB and on the website. HSPC has awarded a grant of £5,000 to cover the cost of the materials. Mr Hamlet stated that the steps do not need repairing, it is just the bridge that needs re-surfacing and more logs placed underneath. Mr Hamlet stated that the canopies of some of the trees need thinning out. It was agreed that the Tree Surgeon carrying out the work on the trees on the Village Green will be asked for advice on the trees in the Conservation Area. Mrs Oakley stated that Mr James Prior has always carried out the work on the trees in the Conservation Area as he knows the area.

149/23 SYLO BEYOND HR – No update available.

150/23 UPDATE FROM VILLAGE BEAUTIFICATION TEAM.

Mrs Oakley and Mrs Cook have replanted the plant tubs outside the village hall.

151/23 DATA PROTECTION.

The Clerk circulated a quotation from Breakthrough Communications to work with HPC to go through data protection and policies to ensure that HPC is compliant. Councillors agreed to accept the quotation. The Clerk will contact Breakthrough Communications.

152/23 CYCLE SPEEDWAY.

Councillors have no objections to the draft lease. Mrs Oakley stated that Item 2.4 in the draft lease relates to out-going fees, and HPC will need to see the utility bills for Cycle Speedway. Mr Lee Clarke confirmed that Cycle Speedway have their own meter for electricity, and he will provide a copy to Mrs Oakley, but they do not pay for water. Mr Lee Clarke has informed Mr Peter Dobson where the meters can be installed, but it has never been done. It was agreed that the Clerk will send a copy of the draft lease to Mr Clarke for comments before the Clerk contacts Blake Morgan.

Mrs Oakley reported that Cycle Speedway will be replacing the container that is used as a kitchen and the existing container will be moved further down.

153/23 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

154/23 CORRESPONDENCE.

- a. NALC – Chief Executive’s Bulletin. – 8/6/23, 15/6/23, 22/6/23, 29/6/23. – (Circulated via email).
- b. SODC. – Didcot Garden Party has something for everyone to enjoy this summer. – (Circulated via email).
- c. NALC. – Events 6/6/23, 13/6/23, 20/6/23, 27/6/23.– (Circulated via email).

- d. RSN. - The Rural Bulletin. – 6/6/23, 13/6/23, 20/6/23, 27/6/23. – (Circulated via email).
- e. RSN. – Rural Digest June 2023. – (Circulated via email).
- f. NALC. – Newsletter 7/6/23, 21/6/23, 28/6/23. - (Circulated via email).
- g. SODC. – Parish Council Code of Conduct Training. – (Circulated via email).
- h. Cllr Bearder. – Parish Update. – (Circulated via email).
- i. Open Spaces Society. – Membership Renewal. – (Circulated via email).
- j. Open Spaces Society. – AGM 2023. – (Circulated via email).
- k. OCC. – Amber thunderstorm warning 12th June 2023. – (Circulated via email).
- l. SODC. – Let’s talk rubbish – Tell us what you think of our waste services. – (Circulated via email).
- m. Bioabundance. – Ongoing stuff and our last meeting. – (Circulated via email).
- n. Bioabundance. – West Botley Solar. – (Circulated via email).
- o.. SODC. – Have your say on air quality. – (Circulated via email).
- p. Morland House Surgery. – June 2023 News. – (Circulated via email).
- q. SODC. – Have your say on the South & Vale Air Quality Action Plan. – (Circulated via email).
- r. SODC Monitoring Officer. – Sensitive Interests. – (Circulated via email).
- s. CPRE. – Championing our local countryside – Meeting invitation. – (Circulated via email).
- t. SODC. – Ukrainian Housing Officer Olha now helping others find their feet. – (Circulated via email).
- u. Bioabundance. – Wantage & Didcot Climate Summit 2023. – (Circulated via email).
- v. SODC. – Wallingford and Henley looking to secure bathing water status. – (Circulated via email).
- w. SODC. – Parish Council Code of Conduct Training. – (Circulated via email).
- x. OCC. – BUPA Green Community Grant. – (Circulated via email).
- y. Ms Spencer-Matthew. – Email regarding the path to the Church from Manor Farm Road. – (Circulated via email). – **Mrs Oakley reported the footpath to Fix-My-Street but OCC has stated that the footpath is not their responsibility. Mrs Oakley has removed all of the weeds along the footpath. Mr Coolman stated that the footpath is slippery due to the shale being loose which is a result of heavy rain fall.**
- z. OCC. – Highway Maintenance Open Day 15/7/23. – (Circulated via email).
- aa. OCC. – £280,000 SSEN Community Resilience Funding 2023. – (Circulated via email).
- bb. Brookes University. – Grant opportunity for Horspath Village Hall. – (Circulated via email).
- cc. OCC. – Community Tree Care Volunteers. – (Circulated via email). – **Mrs Oakley asked OCC when they planted a new tree in the village who would be responsible for the maintenance. OCC stated that they would maintain the tree, but they are now looking for a tree care volunteer. Mrs Oakley stated that HPC does not want any more trees planted in the village.**
- dd. OALC. – Invitation to AGM 3/7/23. – (Circulated via email).
- ee. OALC. – Places still available on OCC day 27/6/23. – (Circulated via email).
- ff. Oxford Brookes University. - Horspath Village Hall energy audit 2019. – (Circulated via email).
- gg. Mr P Aries. – Email regarding Church Lane. – (Circulated via email). (**See item Y**).
- hh. Mr Underdown. – Email regarding the path to the Church from Manor Farm Road. – (Circulated via email). – (**See item Y**).
- ii. TVP. – Police & Crime Bulletin June 2023.- (Circulated via email).
- jj. SODC. – Latest images unveiled for new Council HQ. – (Circulated via email).
- kk. SODC. – South News June 2023. – (Circulated via email).
- ll. SODC. – CCTV upgrade rolls out across Wallingford. – (Circulated via email).
- mm. OCC. – TTRO – Emergency temporary road closure extension, Spring Road, Horspath. – (Circulated via email).

- nn. Ms Ing. – Email regarding pop-up garden. – (Circulated via email). – **Mrs Oakley reported that the property backs on to the recreation field and the owners have placed a bench at the rear of their property. It was agreed that Councillors will inspect the area and discuss at the next meeting.**
- oo. Mr S Hall. – Email regarding restricted byway. – (Circulated via email). – **Mrs Oakley stated that footpaths, bye-ways and bridleways are dealt with by OCC not HPC. The lease between HPC and Stagecoach is confidential and not available for public use. Mr Hall reported that he has been informed by Stagecoach that the land is owned by HPC, and Stagecoach have stated that HPC has given them permission to park vehicles there overnight. Mrs Oakley stated that Stagecoach lease the land so it is their decision with regards to parking. Mr Hall stated that there is a restricted bridleway at the side of Stagecoach which are two separate entities. Mrs Oakley stated that the bridleway from the main road up to the back of the industrial estate is the responsibility of OCC not HPC.**
- pp. Mr Evans. – Email regarding the bridle path that runs alongside Stagecoach. – (Circulated via email). – **(See item OO).**
- qq. CPRE. – June 2023 Newsletter. – (Circulated via email).
- rr. OALC. – June Update for Members. – (Circulated via email).
** original held by the Clerk, copy available on request.
 # displayed on Village Hall & village noticeboards.*

155/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee 1.6.23	0.98	5.88
BACS	Shield Maintenance	Emptying Dog Hygiene Bins	12.13	72.79
BACS	Nest 9.6.23	Pension contribution for Mrs Kogel		67.05
BACS	Mrs Hayley Kogel	Home Office June 2023		30.00
		Stationery		30.00
		Postage		10.35
BACS	Mrs Hayley Kogel	Salary 24/5/23 – 24/6/23		1314.64
BACS	Open Spaces Society	Membership Renewal		45.00
BACS	Mrs LJ Wilkinson	Internal Audit Fee		200.00
BACS	Lemoneye	Web hosting fee		205.00
BACS	Taylor's Services	Installation of Defibrillator	19.00	114.00
BACS	Horspath Cricket Club	Annual grass cutting fee for Recreation Ground		2380.00
		TOTAL	32.11	4474.71

Bank balances as of 29.6.23 - £26,228.10

The Clerk has received an invoice to be paid to HMRC for £672.27 for employer contributions.

156/23 RECEIPTS.

Date	Received from	Details	Total £
5.6.23	Barclays Bank	Interest Business Premium Acct	57.42
8.6.23	HSPC	Grant for repairs to burial ground wall	65.00
8.6.23	HSPC	Grant for repairs to burial ground wall	520.00
		TOTAL	642.42

157/23 AOB.

- a. Mrs Cook asked if a letter was sent to the Chequers Inn regarding the wall. The Clerk stated that at the last meeting someone was going to forward photographs of the wall but these have not been received. It was agreed that the Clerk will write to the Landlord of the Chequers Inn stating that residents of the village have complained about the repairs to the wall, and request that the wall is repaired by a professional tradesman.

Public:

- b. Mr Aries has received a complaint about the lack of seating in the bus shelter due to the storage of books and puzzles. Mr Aries sent pictures of seating that could be installed outside of the bus shelter facing the bridge at a cost of £75.00. It was agreed that this will be discussed at the next meeting.
- c. Mrs Gray asked if a reply will be sent to the people who have emailed regarding the footpath between Manor Drive and the Church. Mrs Oakley stated that the Clerk will reply to the residents, but in the meantime residents can use the entrance to the Church. It was agreed that Mrs Oakley will obtain quotations to either tarmac or concrete the footpath and discuss at the next meeting.
- d. Mr Hamlet stated that the trees outside the property of 2 Oxford Road are over-hanging the footpath. It was agreed that the Clerk will write to the owner and ask that the trees are cut back.
Mr Hamlet reported that all of the surface water drains at Manor Farm Road are blocked. Mrs Oakley has reported several areas in the village where the drains are blocked, all of which were cleared within a month. Mrs Oakley will report Manor Farm Road to Fix-My-Street.
Mr Hamlet stated that at the last meeting Councillors briefly discussed a pelican crossing for the village but as the estimate costings were too expensive no further discussions took place. Mr Hamlet suggested that further investigations are required to know exactly what costs are involved and what options are available. Mr Parker stated that OCC gave an estimated cost of £60 - £80k to install a pelican crossing which would be 2 years of HPC's precept, which Councillors considered to be too expensive. In Wheatley by the Co-op there is a crossing which is what is required in Horspath. It was agreed that the Clerk will contact the Clerk of Wheatley Parish Council to find out the costs involved and who installed the crossing.
- e. Mr Lee Clarke reported that the trees up to Cycle Speedway need to be cut back. Mr Parker stated that before any work is carried out HPC will need to check that there are no TPO's on the trees. Mrs Oakley will look at the trees.
- f. Mrs Oakley asked if Councillors could attend Armistice Day on 11th November 2023 this year.

158/23 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 18th July 2023 (To be confirmed).
Horspath Parish Council Meeting – Tuesday 1st August 2023

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