

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 3<sup>rd</sup> October 2023 at 7.30pm.**

**Present:** Mrs B Oakley (Chairman), Mr R Burgess, 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 C Riley. Mr James-Lawrie (District Councillor).

**Absent:** Mr Tim Bearder (County Councillor).

**Public:** 4

**204/23 APOLOGIES FOR ABSENCE.**

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

**205/23 DECLARATION OF INTERESTS.** – None.

**206/23 EMERGENCY BUSINESS.** – None.

**207/23 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> September 2023 were agreed and signed as correct by the Chairman.

**208/23 MATTERS ARISING.**

**199/23 Correspondence – (hh)** - Mrs Oakley stated that there is not a new tenant, it is the same tenant.

**209/23 PLANNING APPLICATIONS.**

**P23/S3026/ 27 Blenheim Way, Horspath**

**S73** Variation of conditions 2 (plans/drawings) and 3 (materials/appearance) on planning application P22/S2145/HH. Height of flat roof edge above local ground level to be increased from 2.8m to 3.0m, rear extension French windows and roof window/lantern to be coloured grey, not white and existing external side door to kitchen to be blocked. (Ground floor flat-roofed rear extension, ground floor front extension and ground floor side extension. Convert and extend hipped roof loft to new gables front and rear. Loft conversion). – **Councillors have no objections and recommend approval.**

**23/02166/ BMW UK Manufacturing Ltd, Garsington Road, Oxford**

**FUL** Demolition of buildings 30.5 and 31.5, extension of Integrated Logistics Centre (Building 80.0) and Body-in-White/Logistics building (Building 31.0/31.3). Provision of new lorry parking area, expansion of external waste storage area, realignment of internal road and installation of associated landscaping, delivery decks, canopies, shutter doors, windows, plant and equipment and all other associated works. – **Councillors agreed no comment on this application as it is not in Horspath parish.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P23/S0786/ 3 Spring Lane, Horspath**

**(Householder)**

**HH** 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. – **Granted.**

- P23/S0787/ LB 3 Spring Lane, Horspath (Listed Building)**  
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. – **Granted.**
- P23/S2608/ FUL Barn at Overview Stables, Sandy Lane, Horspath (Full Application)**  
Conversion of barn to 1 x detached residential dwelling, including associated garden and parking provision. – **Granted.**
- APP/Q3115/ C/22/3312174 Land to the north east of Brookside Court, Cuddesdon Road, Horspath.**  
The material change of use of land shown outlined red on the Plan from agricultural to a mixed use comprising agriculture and non-agriculture storage, parking and outdoor amenity uses including outdoor seating. – **Subject to the variation, the appeal is dismissed and the enforcement notice is upheld.**
- APP/Q3115/ C/22/3312175 Land to the north east of Brookside Court, Cuddesdon Road, Horspath.**  
The undertaking of building, engineering and other operations comprising: 1) the erection of a non-agricultural building and surrounding paving in the approximate location shaded blue on the Plan and identified as “Building and adjacent paving” in the Plan key; 2) the laying of a tarmacked track and parking areas in the approximate location shaded purple on the Plan and identified as “Tarmacked Track and Parking Areas” in the Plan key; 3) hard landscaping works in the approximate locations shaded orange on the Plan and identified as “Hard Landscaped Area” in the Plan key including paving, walls and ornamental features; 4) the laying of hardstanding within the area shaded green on the Plan and identified as “Areas for Storage of Building equipment and Materials” in the Plan key and 5) Installation of security lighting and camera columns in the approximate location indicated on the Plan and identified as “X1& X2 Security Lighting and Cameras Columns” in the Plan key. – **Subject to the variation, the appeal is dismissed and the enforcement notice is upheld.**

#### **210/23 CLERK’S UPDATE.**

- Play Area Inspections** – A copy of the report has been sent to ODS for a quotation to carry out the repairs.
- Hedge Cutting** – Will be carried out in September or early October.
- Silver Birch Tree on the Village Green** – Councillors accepted the quotation from James Prior, ARB Ltd to fell the tree and grind the stump. The Clerk will contact Mr Prior to arrange for the work to be carried out. Councillors agreed that no maintenance will be carried out on the Cherry tree as permission has not been granted, and consideration will be given at a later date with regards to planting a replacement tree.
- Christmas tree Collection** – The Clerk has registered for the collection again on the village green.
- Footpath between Manor Farm Road & the Church** – Work will start on the footpath on Thursday 5<sup>th</sup> October 2023. Mrs Oakley and Mrs Cook have cleared all the dogs mess from the footpath.
- Brambles in the Burial Ground** – The brambles will be cut back by the end of October.

#### **211/23 UPDATE FROM VILLAGE BEAUTIFICATION TEAM - Mrs Oakley.**

Councillors agreed a cost of £50.00 for Mrs Oakley to purchase bulbs for the flower tubs.

#### **212/23 EXTERNAL AUDIT REPORT 2022/23**

Councillors agreed that the points raised in the External Audit report have been noted and action will be Taken where necessary.

### 213/23 BUS SHELTER REPAIRS & SEATING.

Mrs Oakley has requested 3 quotations from contractors, but none have been received to date.

### 214/23 CYCLE SPEEDWAY. – Update.

The Clerk stated that no update is available as the solicitor is on annual leave until 9<sup>th</sup> October 2023.

### 215/23 GIDLEY WAY.

Mrs Oakley reported at the last meeting that a resident had requested double yellow lines all the way up Gidley Way to help the flow of traffic and to stop parking on the pavements. Mr Parker stated that there is no one to enforce double yellow lines. Councillors agreed that without enforcement this would be pointless, therefore no further action will be taken.

**216/23 DISTRICT & COUNTY COUNCILLOR REPORTS.** – No reports available. Mrs Oakley stated that Mr James-Lawrie will attend HPC meetings every other month as he also attends Cuddesdon Parish Council meetings.

### 217/23 CORRESPONDENCE.

- a. Bioabundance. – What we talked about today. – (Circulated via email).
- b. NALC – Chief Executive’s Bulletin. – 7/9/23, 14/9/23, 21/9/23, 28/9/23. – (Circulated via email).
- c. ONPA. – September 2023 News. – (Circulated via email).
- d. NALC. – Newsletter 6/9/23, 13/9/23, 20/9/23, 27/9/23. - (Circulated via email).
- e. NALC. – Events 5/9/23, 12/9/23, 19/9/23, 26/9/23 (Circulated via email).
- f. RSN. - The Rural Bulletin. – 5/9/23, 12/9/23, 19/9/23, 26/9/23. – (Circulated via email).
- g. SODC. - £50,000 available for nature recovery projects in South Oxfordshire. – (Circulated via email).
- h. SODC. – Electric vehicle charging & hire offers across Oxfordshire this World EV day. – (Circulated via email).
- i. Open Spaces Society. – Dartmoor back-pack camping success. – (Circulated via email).
- j. OCC. – Community Grant Transport Applications – Deadline Extended. – (Circulated via email).
- k. Gigaclear. – The Green, Horspath. – (Circulated via email).
- l. Morland House Surgery. – September 2023 Newsletter. – (Circulated via email).
- m. RSN. – Rural Digest September 2023. – (Circulated via email).
- n. SODC. – Grant to improve the quality of life for people and communities. – (Circulated via email).
- o. SODC. – Man ordered to pay more than £1700 for dumping car pet in a ditch near Henley. – (Circulated via email).
- p. Ms Hayley Nash. – Email regarding Horspath Fair. – Circulated via email). – **Noted.**
- q. SODC. – South News September 2023. – (Circulated via email).
- r. SODC. –New Oxfordshire wide air quality website launched. – (Circulated via email).
- s. SODC. – Invitation to SODC Town & Parish Training. – (Circulated via email).
- t. Community First Oxfordshire. – Connected Communities Fund Part 2. – (Circulated via email).
- u. SODC. – Conversion of a redundant barn to 1 new residential dwelling to be known as Lower Acres, Sandy Lane, Horspath. – (Circulated via email).
- v. SODC. – Statement to mark World Rivers Day 24/9/23. – (Circulated via email).
- w. Ms Brogan. – Email regarding the play area. – (Circulated via email). – **Councillors agreed that no improvements will be made to the Play Area until the new Village Hall has been finalised.**
- x. OCC. – Invitation to OCC’s Town & Parish Council Charter Summit 26/10/23. – (Circulated via email).

- y. Mr & Mrs Mander. – Email regarding trees on the Village Green. – (Circulated via email). – **Councillors agreed to inspect the trees and discuss again at the next meeting.**
- z. Mrs Ing. – Email regarding 6 Oxford Road, Horspath. – (Circulated via email). – **Mrs Oakley reported that she has looked at the area again after HPC approving the bench that has been sited at the rear of this property, and reported that a fence has also been put up. Councillors agreed that the Clerk write to the home owner and request that the fence and the bench are moved back to their property boundary.**
- aa. SODC. – Residents urged to “check before you chuck it”. – (Circulated via email).
- bb. NALC. – Utility Aid. – (Circulated via email).
- cc. Cllr Tim Bearder. – Horspath Parish Council. – (Circulated via email). – **It was agreed that the Clerk will send Mr Bearder the reply drafter by Mr Parker.**  
*\* original held by the Clerk, copy available on request.*  
*# displayed on Village Hall & village noticeboards.*

#### 218/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee 8.9.23	1.18	7.06
BACS	Shield Maintenance	Emptying Dog Hygiene Bins	12.13	72.79
BACS	Mrs Hayley Kogel	Home Office September 2023 Stationery		30.00 37.87
BACS	Mrs Hayley Kogel	Salary 24/8/23 – 24/9/23		1389.33
BACS	Moore	External Audit Fees 2022/23	63.00	378.00
BACS	Mr P Aries	Bus shelter maintenance Aug/Sept 2023		120.00
		<b>TOTAL</b>	<b>76.31</b>	<b>2035.05</b>

**Bank balances as of 28.9.23 - £37,181.42**

**Payments were authorised by Mrs Oakley and Mr Burgess.**

#### 219/23 RECEIPTS.

Date	Received from	Details	Total £
4.9.23	Barclays Bank	Interest Bus Premium Account	54.25
8.9.23	SODC	2 <sup>nd</sup> Instalment of Precept	26,500.00
		<b>TOTAL</b>	<b>26,554.25</b>

#### RECEIPTS – HORSPATH RECREATION GROUND.

Date	Received from	Details	Total £
25.9.23	ST Properties Ltd	Rent for Chequers Inn Car Park	712.50
		<b>TOTAL</b>	<b>712.50</b>

#### 220/23 AOB.

- a. Mr O’Brien reported that he has spoken to the dept collection agency who have said that they have not had any correspondence from Sylo Beyond HR since March 2023, so they assume that there is nothing more to come from it and consider the matter closed unless he makes further contact. Mr O’Brien stated that there is no point trying to re-claim some of the money back that has already been paid to Sylo. Councillors thanked Mr O’Brien for dealing with this matter.
- b. Mr Parker reported that he has received a couple of requests from residents to extend the speed humps at Gidley Way so that they cover the total width of the road to stop cyclists and motorbikes from going

through the gaps. Mr Burgess stated that the humps have the gaps so that ambulances can straddle the humps if they are carrying a patient with a back injury.

- c. Mrs Oakley reported that she has been contacted by several people in the village asking why it takes so long for HPC to get things done, and also asking questions about HSPC. Mrs Oakley suggested that HPC holds an open village meeting for residents so that Councillors can explain how HPC and HSPC operate. Mr Parker stated that this was covered when HPC held an open meeting when discussing the new village hall and the information about HSPC is all available on the website. Mr Parker agreed to create a folder with all information included that can be sent to people. Mrs Oakley agreed that she will explain procedures to any resident who asks.

Mrs Oakley has reported the Porta-loo to Thames Water again today which has been in the village hall car park for over a year. This has been reported 7 times over the last year. Mrs Oakley also reported to Thames Water the damage to the footpath in Manor Farm Road.

Mrs Oakley reported that she has been contacted by residents regarding the excessive traffic on Sandy Lane. The residents are concerned that the large amount of traffic on the lane might cause the tunnel to collapse. Mrs Oakley has contacted Mr Harris for advice. Mr O'Brien stated that he walks up the lane daily and has never seen 10+ cars passing by, and cars have always passed with care. Mrs Cook was with the residents at the time and saw the excessive traffic. Mr O'Brien stated that if the residents who live up the lane are excluded, the traffic must be using the camp site which has planning permission, so there is nothing that can be done. Mr Burgess stated that the tunnel is very deep but it is not straight. Mr Parker stated that the lane is a bridleway so can only be used for access. Mrs Oakley stated that people are parking their cars up the lane to ride their bikes at Shotover. Mr O'Brien stated that there are a lot of people who walk their dogs up the lane, so there is nothing that we can do.

Mrs Oakley reported that a resident has asked if the footpath between Manor Farm Road and Fords Close could also be tarmacked. Mrs Oakley has inspected the footpath and cannot see a problem. It was agreed that Councillors will also inspect the footpath.

Public:

- a. Mrs Mayling stated that there is a lot more traffic using Sandy Lane now.
- b. Mr Hamlet stated that HPC holds 12 meetings a year, and an APM, all of which are open to residents, and HSPC holds 4 meetings per year, and very few residents attend the meetings.
- Mr Hamlet asked if HPC has documents in place for demolishing the village hall as it is not a quick process. Mr O'Brien stated that there is no point in holding further discussions until we have all of the leases. Mrs Oakley and the clerk are in the process of sorting through the paperwork in the village hall, but it is not yet finished. Mr Hamlet asked what the implications are if the leases are not found. Mr Parker stated that we have a copy of the agreement with the Cricket Club, we have the Stagecoach lease and are waiting for the new lease with Hansons. Mrs Oakley stated that the HVHMC has stated that they have an agreement with HPC for 90 years, but this has yet to be located. Mr Parker will check to see if he has a copy. It was agreed that when the sorting of all paperwork held in the village hall is finished, the new village hall can then go on the Agenda for the next meeting. Mr Coolman stated that if the leases/agreements cannot be located, a meeting will be held with HVHMC to take this matter forward. Mr Hamlet stated that this matter should be moved forward as it will take at least 3 years. Mr O'Brien stated that SODC Planning Officer has already stated that the planning application will be looked at favourably, but we do need to go through the process with the leases. Mr Hamlet stated that HVHMC must have a lease in place to be able to apply for grants. Mrs Oakley stated that HVHMC have stated that they do not have a copy of the lease. If the lease cannot be located then a meeting will be held with HVHMC.

Mr Hamlet stated that when the Conservation Area was constructed it had water running through it and there was a pond constructed, but since Littleworth wildlife area constructed a pond the other end of the tunnel, there is no running water and the pond is dry so no wildlife in it. It would have been nice for Littleworth to inform HPC. Mr Hamlet stated that he is unsure of the reason why we are not permitted to access the tunnel anymore. Mrs Oakley stated that Mr Harris manages the Conservation Area but has only had a few volunteers come forward to help with the maintenance. Mr Hamlet stated that people could carry out light maintenance while walking around the Conservation Area, the entrance is not very inviting and needs clearing, and suggested that a new sign is erected informing residents that they are welcome to use it. Mr Parker stated that since they have put the horse field there, the Conservation Area is used much less.

- c. Mr Clarke stated that the outskirts of the play area is dangerous for children with the stinging needles and thorns that need clearing. Mrs Oakley will trim the area. Mr Hamlet stated that it was previously agreed that HPC will arrange for a contractor to carry out the strimming.  
Mr Clarke stated that the lid on the dog bin in the play area has all rusted and will not open. Mrs Oakley will check the bin and if necessary a new bin will be purchased.
- d. Mr Hamlet asked if HPC is going to push forward the village hall. Mr O'Brien stated that in May 2023 we had a vote for residents, and have had a period of reflection for Councillors who have since all voted in favor of a new village hall. We are now just waiting on the leases before moving forward. Mr Parker will carry out some research.

**221/23 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 17<sup>th</sup> October 2023 (To be confirmed).  
Horspath Parish Council Meeting – Tuesday 7<sup>th</sup> November 2023.

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