

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

Present: Mrs B Oakley (Chairman), Mr R Burgess, Mrs P Cook, Mr I Harris, Mr P O'Brien, Mr E Parker, Mrs C Riley, Mrs H Kogel (Clerk).

Apologies Mr L Coolman, Mr B Igoe. Mr James-Lawrie (District Councillor).
Absent: Mr Tim Bearder (County Councillor).

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222/23 APOLOGIES FOR ABSENCE.

Apologies were made on behalf of Mr Coolman and Mr Igoe. Mr Bearder was absent from the meeting.

223/23 DECLARATION OF INTERESTS. – None.

224/23 EMERGENCY BUSINESS. – None.

225/23 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 3rd October 2023 were agreed and signed as correct by the Chairman.

226/23 Ms Annalisa Miller – Potential Rural Path Proposal – (Correspondence ff).

Ms Miller is representing Garsington Parish Council with the proposal of a rural footpath proposal going from Garsington to Wheatley.

Ms Miller stated that the proposal is for a rural footpath that would run on the right hand side as you come out of Garsington all the way down to Wheatley. If possible it would be a cycle path and a footpath like the one in Horspath. With the problem of school buses being cancelled, they have now established a bus service to Wheatley but it is dependent on numbers so is not a stable solution. The reason for the footpath is to link up the villages. From Horspath you can get a footpath up to the road through Garsington and you would then be able to walk along all the way to Wheatley which currently be really dangerous to do. The reason they are involving the villages at this early stage is that if anyone has any objections they would not pursue the footpath. They are looking to canvas people's opinions to see if they think it is a good idea. It is about joining communities, enabling children to get to and from school independently and to reduce car use as much as possible so more of an active lifestyle. They have been informed that there is a grant available for £1.5m for any scheme that would get children to school in an environmentally friendly way. They are also aware that no other routes have applied for the grant. Garsington Parish Council have carried out a survey and there is definitely enough width all the way for the footpath. Would Horspath Parish Council be interested in having any involvement, no funding will be required, there will be a footpath committee and people can volunteer to join.

Mrs Oakley and Mr Burgess stated that they does not have any objections. Mr Parker asked if they are looking at a footpath or a cycle path. Ms Miller stated that ideally they would like both but with the width it may only be possible for a footpath. Mrs Oakley stated that most cyclists in Horspath use the road, not the cycle track. Councillors voted unanimously in favour of supporting the footpath proposal. Ms Miller will advise Garsington Parish Council and will keep us updated. Ms Miller stated that Councillors are welcome to join the footpath committee.

227/23 MATTERS ARISING. – None.

228/23 PLANNING APPLICATIONS.

P23/S3652/ 10 Oxford Road, Horspath **Certificate of Lawful Development**
LDP Internal conversion of detached garage (internal walls) to form bedroom, bathroom and living room.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

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). – **Granted.**

P22/S3651/ Brookside Court, Cuddesdon Road, Horspath
FUL 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 10th may 2023). – **Refused.**

P23/S1980/ The Old Piggeries, Sandy Lane, Horspath (Householder)
HH Erection of outbuilding (retrospective). – **Refused.**

Mrs Oakley stated that SODC Enforcement Officers have not followed through any enforcements to remove any buildings in the last 40 years due to costs, even when it has been to appeal and the Inspector has given an order. Mr Parker asked that the Clerk write to SODC Enforcement Department to ask for details of any enforcement notices issued in Horspath in the last 10 years and details of any of those enforcement notices that have been enforced.

Mrs Oakley stated that if a planning application goes to appeal, the independent Inspector either upholds SODC decision or may state that a building has to be removed, in which case he will stipulate a time frame in which it should be done. Councillors are aware of buildings that following an appeal the Inspectors decision has not been enforced by SODC.

Mrs Oakley also spoke with a Tree Officer at SODC who stated that any tree work does not have to be carried out by a Tree Surgeon, as long as the work is carried out to the same standard as a Tree Surgeon it can be done by any contractor. The Clerk stated that this is not the information that was included in the letter received from the SODC Tree Officer.

229/23 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 ASAP.

Silver Birch Tree on the Village Green – The tree has now been felled and the stump removed.

Footpath between Manor Farm Road & the Church – Work on the footpath has now been done.

Christmas Tree Collection – Trees to be left on 8th January in time for collection on 9th January 2024.

Disposal of old HPC documents. – Clearance of old documents has now been completed. It was agreed that Mr O'Brien and Mrs Oakley will dispose of the old documents.

Trees in the Conservation Area. – The Clerk has requested a quotation from a Tree Surgeon to look at unsafe trees. Another contractor will provide a quotation for regular maintenance in the Conservation Area.

Christmas Tree – Mr Pettigrove will deliver the tree on Saturday 2nd December 2023.

230/23 UPDATE FROM VILLAGE BEAUTIFICATION TEAM - Mrs Oakley.

Mrs Oakley and Mrs Cook have planted the flower tubs and receipts for the plants has been passed to the Clerk. Thanks to Hillview Garden Centre for applying a discount to the plants. Mrs Oakley and Mr Hamlet have cleared the leaves from around the memorial in time for Armistice Day.

231/23 NORTHFIELD STAKEHOLDER FORUM – 8th November 2023 at Garsington Village Hall.

Mrs Oakley and Mr Harris will attend the forum as they are only allowing two representatives from each village. Mrs Oakley will circulate the maps for the Northfield development. Mrs Oakley will report back at the next meeting.

232/23 NEW VILLAGE HALL

Mr O'Brien reported that HPC is waiting to locate the lease to HVHMC. Mrs Oakley stated that the lease was not in the correct file in the filing cabinet. The HVHMC meeting has been postponed until December and Mrs Oakley will ask about the lease. Mr Parker has been looking into the organisations and according to the Charity Commission the HVHMC has only got two Trustees. Mrs Oakley stated that Mr Peter Dobson resigned last September but there are more Trustees on the committee from other village organisations, and they are looking for more people to join. Mr O'Brien stated that someone has a copy of the lease. Mrs Riley will check the paperwork that was handed over from Mr Peter Dobson when he resigned. Mrs Oakley stated that the only official lease is the one currently being drafted for Cycle Speedway, the Cricket Club have an informal agreement with HVHMC. Mr Burgess asked for an estimate for the cost of the new village hall. Mr O'Brien stated that it will be in excess of £1m. Mr Burgess suggested that we should allocate £100k for the new play area as we will still be receiving an income. Grants can also be sought for money towards the play area. Mrs Oakley agreed to look into grants available. Mr Parker will look into grants available for the new village hall. Mr O'Brien stated that we should be looking at one grant application to include the village hall and the play area. Mrs Oakley stated that it would be better if the play area was relocated at the other side of the track. Mrs Oakley has received play equipment catalogues. Mr O'Brien stated that the new play area should be done at the same time as the village hall. It was agreed that further discussions will take place at the next meeting.

233/23 BUS SHELTER REPAIRS & SEATING.

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

234/23 CYCLE SPEEDWAY. – Update.

Councillors confirmed that the details for Cycle Speedway details on the OS Map are correct. The Clerk will send the map to the Solicitor.

235/23 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

236/23 CORRESPONDENCE.

- a. Community First Oxfordshire. – Acre Report. – (Circulated via email).
- b. NALC – Chief Executive's Bulletin. – 5/10/23, 19/10/23, 26/10/23, 2/11/23. – (Circulated via email).
- c. NALC. – Newsletter 4/10/23, 18/10/23, 25/10/23, 1/11/23. - (Circulated via email).
- d. Wheatley Parish Council. – Newsletter October/November 2023. – (Circulated via email).
- e. SODC. – Important information on ShopAppy. – (Circulated via email).
- f. NALC. – Events 6/10/23, 17/10/23, 24/10/23, 31/10/23 (Circulated via email).
- g. RSN. – Rural Digest October 2023. – (Circulated via email).
- h. RSN. - The Rural Bulletin. – 3/10/23, 10/10/23, 17/10/23, 24/10/23, 31/10/23. – (Circulated via email).

- i. SODC. – Fun for all of the family this October half term. – (Circulated via email).
- j. CPRE. – September Newsletter. – (Circulated via email).
- k. TVP. – Police & Crime Bulletin September 2023. – (Circulated via email).
- l. Open Spaces Society. – September Updates. – (Circulated via email).
- m. SODC. – Free briefing – Grant application subsidy control. – (Circulated via email).
- n. Cllr Tim Bearder. – Councillor Priority Grants. – (Circulated via email).
- o. Morland House Surgery. – October newsletter. – (Circulated via email).
- p. SODC. – Council support staff with pledge for the Real Living Wage. – (Circulated via email).
- q. SODC. – South News October 2023. – (Circulated via email).
- r. SODC. – Town & Parish Council Charter Summit. – (Circulated via email).
- s. Community First Oxfordshire. – AGM 8th November 2023. – (Circulated via email).
- t. SODC. – Celebrate Christmas at Cornerstone. – (Circulated via email).
- u. Cllr Tim Bearder. – Brookes site in Holton. – (Circulated via email).
- v. SODC. – Joint Leaders’ statement to mark World Homeless Day – 10/10/23. – (circulated via email).
- w. SODC. – New grant to help people stay warm and fed this winter. – (Circulated via email).
- x. SODC. – Affordable Housing Grant to help address urgent need. – (Circulated via email).
- y. TVP. – Police & Crime Bulletin October 2023. – (Circulated via email).
- z. Community First Oxfordshire. – Autumn Newsletter. – (Circulated via email).
- aa. The Howe Trust Wheatley. – Financial Support. – (Circulated via email). – **Trustees agreed that no donation will be made on this occasion.**
- bb. Mr Francis. – Email regarding flooding outside 1 The Green Horspath. – (Circulated via email). – **Mrs Oakley suggested that sandbags are purchased and stored for when required. Mr Parker stated that HPC cannot provide flood defences for residents in the village. Mr Burgess stated that the gullies have now been cleared so hopefully this will stop the flooding. Mrs Walker stated that they have the same problem in Blenheim Road and that the gullies need to be cleared more often.**
- cc. Age UK Oxfordshire. – AGM 3/11/23. – (Circulated via email).
- dd. Freshwater Habitats Trust. – Natural flood management at Littleworth Nature Reserve. – (Circulated via email).
- ee. Ms Jo Milton. – Email regarding spraying ragwort. – (Circulated via email). – **Noted. Mrs Oakley stated that the ragwort has now been cut down.**
- ff. Garsington Parish Council. – Potential rural path proposal. – (Circulated via email). – **Discussed at the start of the meeting.**
- gg. Alison Sercombe Chairman Wheatley Parish Council. – The Howe Trust Christmas Meal Campaign 2023. – (Circulated via email). – **Trustees agreed that no donation will be made on this occasion.**
- hh. SODC. – Funding boost available for rural businesses and organisations. – (Circulated via email).
- ii. CPRE – October 2023 Newsletter. – (Circulated via email).
- jj. Bioabundance. – Zoom meeting 2/11/23. – (Circulated via email).
- kk. SODC. – Over £130,000 boost for Didcot Wave gym. – (Circulated via email).
- ll. Cllr Tim Bearder. – Land North of Bayswater Brook – Appeal launched. – (Circulated via email).
- mm. Age UK. – Please help us support older people in Oxfordshire this winter. – (Circulated via email).
- nn. OCC. – We want to hear your views – Oxfordshire Council’s Charter Survey. – (Circulated via email).
- oo. Mr & Mrs Mander. – Email regarding trees on the Village Green. – (Circulated via email). – **Mrs Oakley has looked at the tree and it is not the responsibility of HPC as it is located on the line bank, therefore the resident should contact the land owner.**
- pp. SSEN Distribution. - Yellow Alert – Storm Ciaran. – (Circulated via email).
- qq. SODC. – Christmas tree collection 9/1/24. – (Circulated via email).

- rr. RSN. – Rural Digest November 2023. – (Circulated via email).
- ss. SSEN Distribution. – Update on storm Ciaran. – (Circulated via email).
- tt. OCC. – Weather warnings in Oxfordshire. – (Circulated via email).
- uu. OALC. – October Update for local Councils. – (Circulated via email).
- vv. OCC. – Lane rental scheme proposal consultation. – (Circulated via email).
- ww. Coop Funeral Director. – Internment of ashes request. – (Circulated via email). – **Trustees approved the request.**

The Clerk asked for a Councillor to take over the management of the plots in the burial ground. Mr Ian Harris agreed to take on this role. The Clerk passed the register of burials to Mr Harris.

- xx. Bioabundance. – Dates for your diary and meeting minutes. – (circulated via email).

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

displayed on Village Hall & village noticeboards.

237/23 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	ARB UK	Remover Silver Birch tree & stump on Village Green	75.00	450.00
BACS	G & I Ayres	Tarmac footpath on Manor Farm Road	517.60	3105.60
BACS	Martin Harris	Servicing HPC's Stihl Hedge Trimmer		70.00
BACS	HMRC	Employers Contributions		2261.94
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 October 2023 Stationery & OS Map		30.00 43.55
BACS	Mrs Hayley Kogel	Salary 24/9/23 – 24/10/23		1389.53
		TOTAL	605.91	7430.47

Bank balances as of 2.11.23 - £42,527.26

Payments were authorised by Mrs Oakley and Mr Burgess.

238/23 RECEIPTS.

Date	Received from	Details	Total £
24.10.23	SODC	CIL Share October 2023	9717.58
		TOTAL	9717.58

239/23 AOB.

- a. Mr Burgess asked if we could look into the additional cost of extending the footpath as discussed from Garsington Parish Council to Butler Close and past the allotments as there a lot of people use this area and use CIL money to fund it. Mrs Riley reported that the allotments were broken into last night and a lot of equipment was stolen. It was agreed that Mr Burgess will contact OCC and look into the costs.
- b. Mrs Oakley suggested that CIL money could be used to purchase a new bus shelter for the bus stop by the bridge at an approximate cost of £3,000. Permission would need to be sought from OCC and HPC would need to cover the cost. Mr Parker stated that we could use the bus shelter for advertising. Mrs Oakley will make further enquiries.

Public:

- c. Mrs Walker asked if the hedge can be cut right back by the chicane. Mrs Oakley stated that the hedges are due to be cut in the next few weeks.

- d. Mrs Oakley stated that 20mph speed limits are expected to be implemented through the village in October. Mr Parker stated that he understood that 20mph cannot be implemented in Cuddesdon Road.
- e. Mr Hamlet stated that there is no need for a contractor to carry out regular maintenance in the conservation area as it is not required and it would be the wrong thing to do.
- f. Mr Aries stated that one of the bins by the shop has been removed by Biffa. There is a need for both bins as they are regularly over-flowing. The Clerk will contact Biffa to arrange a replacement.

240/23 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st November 2023 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 5th December 2023.

Horspath Stone Pit Charity Meeting – Tuesday 12th December 2023.

Signed.....

Date.....