

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 13th February 2024 at 7.30pm.

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

Apologies Mr I Coolman, Mrs C Riley.

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

Public: 8

20/24 APOLOGIES FOR ABSENCE.

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

21/24 DECLARATION OF INTERESTS. – None.

22/24 EMERGENCY BUSINESS.

Mrs Oakley reported that a letter has been received from a resident in response to a request from HPC for a site visit to a property to enable Councillors to consider a planning application that does not show the site correctly. The letter states that Councillors are not permitted to carry out a site visit, and it also makes very serious accusations against both HPC and Councillors, all of which are incorrect and unfounded. The resident also stated that he will be contacting a solicitor. Mrs Oakley stated that Parish Councils are entitled to request a site visit before considering a planning application. Councillors strongly refute the allegations, and there is no evidence to support the accusations and consider the comments to be libelous. Mr Parker stated that Councillors are volunteers and carry out a lot of duties outside of the meetings. It was agreed that a letter will be sent to the resident to strongly refute the allegations.

Mrs Oakley reported that on 5/1/24 she was notified of a manhole cover at the back of the village hall had lifted due to torrential rain causing a resident to trip. Mrs Oakley looked at the manhole cover which had been covered with a bollard. A contractor then replaced the screws on the manhole cover and it is now intact. The resident has since reported to Mrs Oakley that she has recently been experiencing problems with her knee. Councillors agreed that the details should be passed on to HPC insurance company.

23/24 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 2nd January 2024 were agreed and signed by the Chairman.

The Minutes of the Parish Council Planning Meeting held on Tuesday 16th January 2024 were agreed and signed by the Chairman.

24/24 MATTERS ARISING.

11/24 Abandoned van on the Green at Gateley. – Mr Igoe reported that he has been informed by SODC that a fixed penalty notice has been issued to the owner of the vehicle and the fine has been paid. SODC carried out checks more recently and as the van was still in place a further fixed penalty notice will be issued and if the resident does not take action, the case will be taken to Court as it is considered to be fly-tipping.

25/24 PLANNING APPLICATIONS.

- P23/S4367/ HH Swallows, 16 Spring Lane, Horspath (Householder)**
Demolition of existing garage. Single storey side and front extensions. Single storey rear extension. Gravel driveway. (As amended by plans received 24/1/24). - **Councillors have no objections and recommend approval of this application.**
- P23/S3730/ FUL Land to the north of Oxford Road near Horspath. (Full Application)**
Change of use of agricultural land to a 7.34 hectare low impact, landscape-led meadow burial space with a naturalistic character. One new vehicle access to the site to be constructed and a new footpath link to be provided from the existing council owned car park (in front of the athletics track) to the burial ground. A small, open-sided shelter, a number of benches, signs and hard access ways to be created. Headstones to be limited to 80cm in height and made from non-glossy stone or hardwood. Access to the site to be provided for hearse vehicles, maintenance vehicles and onsite priority parking spaces. (The amendment is for: As clarified by updated ecological assessment dated December 2023 which includes a dormouse survey). - **Horspath Parish Councillors uphold the objections submitted on 6th December 2024 and recommend refusal of this application.**
- P23/S4163/ LDP 80 Gidley way, Horspath (LDP)**
Replace one existing garden shed and one tool store with one combined shed and garage building. - **Horspath Parish Council objects to the above planning application as it is an unlawful development and the plans showing the plot are incorrect.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P23/S4065/ HH The Close, 27 Butts Road, Horspath (Householder)**
Raising of roof over single storey rear outshot and creation of new first floor bedroom and conversion of existing first floor bedroom to bathroom. – **Granted.**
- P23/S4062/ FUL 47 Manor Farm Road, Horspath (Full Application)**
New dwelling. – **Granted.**
- P23/S2195/ FUL Brookside Court, Cuddesdon Road, Horspath (Full Application)**
Extension to existing office, provision of plant room, and solar panels with associated works (amended plan to relocate solar panels so they are at least 10 metres away from brook, received 30th November 2023). (Letter received from David Burson JPPC Planning). – **Refused.**

26/24 CLERK'S UPDATE.

Play Area – The repairs have now been carried out.

Conservation Area. – Urgent works on the trees has now been carried out.

FOI Request/ICO – The Clerk has received confirmation from the ICO that a complaint has been lodged and they will review the complaint.

Brambles on the Village Green – The work has now been carried out.

Trees on the Village Green – Waiting for the contractor to give a date for work to be carried out.

Repairs to the wall at the Chequers Inn – Emails circulated to all Councillors. Councillors agreed that the wall is to be restated and repairs must be carried out to standard specifications.

Pedestrian Crossing – The Clerk circulated the email received today from Jon Beale, OCC who is recommending that HPC waits until the 20mph is installed in the village before considering a pedestrian crossing. Councillors agreed to defer this item until 20mph speed limits are installed. Councillors also agreed that 20mph speed limits should be installed throughout the whole village.

27/24 NEW VILLAGE HALL - Update.

Mr O'Brien stated that Mr Coolman has recently circulated an update to all Councillors including the estimated costs from one of the architects for the drawings, structural fees and survey fees. Mr O'Brien stated that we don't know all of the survey requirements for a village hall. Mr O'Brien suggested that a pre-application is submitted and the Planning Officer will inform us of what surveys are required. Councillors agreed for Mr O'Brien to go ahead with the pre-application. Councillors agreed that this will be presented to residents at the APM in April.

28/24 UPDATE FROM VILLAGE BEAUTIFICATION TEAM - Nothing to report.

29/24 NEW BUS SHELTER. – Deferred until the March meeting as no information available.

30/24 MANOR DRIVE FOOTPATH.

Mrs Oakley stated that the footpath is not lit and is un-even. Mr Harris stated that the footpath has been like it is for many years. Councillors agreed for Mrs Oakley to obtain a quotation for the footpath to be tarmacked.

31/24 THE POUND.

Mrs Oakley reported that a resident is parking on the Pound causing damage to the grass area. It was agreed that a letter will be sent to the resident.

32/24 REQUEST TO RE-LOCATE ANNUAL FUNFAIR.

Mrs Oakley stated that a request has been received from a resident who states that a lot of residents would like to see the fair re-located as the rides and equipment outside of the shop make it difficult for people passing through the village.

The resident was present and suggested that the funfair could be moved to the lower field behind the village hall and the village hall car park/over-flow car park, and doesn't see why smaller rides could be placed in the over-flow car park due to height restrictions. The car park has a more stable ground for the rides than the Green, the village hall can be used as a base, and no road closures will be required. The resident stated that the roads in the village are busier than they used to be years ago and we shouldn't wait for an accident to happen, it is better to be preventative rather than reactive. The resident suggested that the village hall could be used by village organisations to have stalls for fundraising. Mrs Oakley stated that the Fair is a separate entity to village fundraising. Mr Burgess stated that Mr Pettigrove has a historic right to hold the Fair on the Green and it is a tradition. Mr Aries stated that Mr Pettigrove is unlikely to agree to moving the fair as it has been operating for over 100 years. The resident stated that HPC is allowed to make objections or alterations to the use of land and find an alternative location. The resident asked who is in control of the fair, is it HPC or is it the fair owners. Mrs Oakley's opinion is that Mr Pettigrove will want the fair to continue on the village green. Mr Parker will look at the document which allows Mr Pettigrove to occupy the Green for the purpose of the fair. The resident stated that the fair used to be held for one day and now it is two, and they arrive in the village several days before, and stated that it is escalating into something that is not controlled anymore. Mrs Oakley stated that the fair was held for 2 days this year due to not being held in Covid. Councillors agreed to defer this item until the APM in April to seek the views of other residents.

33/24 CYCLE SPEEDWAY – Draft Lease for signing now received.

The Clerk is waiting for a reply from Mr Clarke.

34/24 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

35/24 CORRESPONDENCE.

- a. Mr Elton Jones. – Horspath Electric Vehicle Sharing Service. – (Circulated via email). – **Mr Jones circulated information on the service at the last meeting. Mr Jones stated that towards the end of this year there will be mandates on political streets which will mean that people have limited access to the city centre by use of permits. These restrictions will not apply to car clubs. There are a lot of people in the village who probably want to use their finances for other things other than having a second car. This service gives people access to a vehicle that they can book on an app at a cost of £8 p/h including insurance and electric to operate the car. Mrs Oakley asked if Mr Jones is looking for HPC to support the service or finance the service. Mr Jones stated that he is looking for HPC’s support, and for this service to work he will need a charging point in the village on land that is owned. Mrs Oakley stated that HPC has expressed an interest to OCC for electric charging stations. Mr Jones stated that he can introduce HPC to a charge point operator, Easy Charge, who will install the charging equipment, but will expect a lease on the land for which they will pay for, and HPC will also receive revenue from all charging that takes place, but terms would need to be agreed. Mr Parker asked what happens if the car is returned and another car is using the charging point. Mr Elton stated that there would be two chargers and one will be reserved so that there will always be one free. Mrs Oakley asked how long it takes to charge a car. Mr Elton stated that using a slow charger it would take 5-6 hours to fully charge. Mr Parker asked if Mr Elton for confirmation that he is looking for a lease for two parking spaces. Mr O’Brien stated that if the new village hall goes ahead, the layout of the car park may not remain the same. Mr Jones stated that surveys would need to be carried out and this could be included in the agreement, and they would also cover legal costs. Councillors agreed in principle to the 2 car parking spaces and electric chargers installed and agreed to meet with Easy Charge to discuss further.**
- b. Gigaclear. – Build Update. – (Circulated via email).
- c. OCC. – Tell us your views – Draft Oxfordshire Councils Charter – Consultation now live. – (Circulated via email).
- d. Bioabundance. – Oxford Local Plan Draft Response from Bioabundance. – (Circulated via email).
- e. NALC. – Events 2/1/24, 9/1/24, 16/1/24, 23/1/24. (Circulated via email).
- f. OCC. – Weather and flooding information update. – (Circulated via email).
- g. SODC. – Important flood warning update. – (Circulated via email).
- h. SODC. – Successful Residential Waste Collection Contract Extended. – (Circulated via email).
- i. ONPA. – January 2024 Mailing. – (Circulated via email).
- j. OCC. – Flooding Update. – (Circulated via email).
- k. RSN. - The Rural Bulletin. – 9/1/24, 16/1/24, 23/1/24. – (Circulated via email).
- l. OCC. – Flooding Update 8/1/24. – (Circulated via email).
- m. OALC. – Happy New Year from OALC – Training, Churches and more. – (Circulated via email).
- n. OCC. – 20mph Speed Limit Application. – (Circulated via email). – **Councillors confirmed that 20mph should be installed throughout the whole village, including Cuddesdon Road and Gidley Way.**
- o. SODC. – New pitch at Abbey Sports Centre. – (Circulated via email).
- p. NALC – Chief Executive’s Bulletin. – 11/1/24, 18/1/24, 5/1/24. – (Circulated via email).
- q. SODC. – Building our tomorrow together – join the conversation to help shape the future of our Districts. – (Circulated via email).

- r. SODC. – Further information regarding South & Vale’s Joint Local Plan Preferred Options Consultation. – (Circulated via email). – **Councillors agreed that the Clerk send the response to SODC drafted by Mr Harris.**
- s. SODC. – We’d like your views on the Joint Local Plan Preferred Options. – (Circulated via email).
- t. Bioabundance. – Just 6 days until my Appeal Court hearing on cumulative CO2 pollution from roads. – (Circulated via email).
- u. NALC. – Newsletter 10/1/24, 17/1/24, 24/1/24. - (Circulated via email).
- v. RSN. - The Rural Funding Digest January 2024. – (Circulated via email).
- w. OCC. – Flooding Update 11/1/24. – (Circulated via email).
- x. OCC. – Temporary Road Closure – Spring Lane 9/4/24 - 10/4/24. – (Circulated via email).
- y. OCC. – Tree Guardian Newsletter January 2024. – (Circulated via email).
- z. OALC. – Playground & Website accessibility training, Cancellation Policy & Charter. – (Circulated via email).
- aa. SODC. – Enjoy dinosaur fun, multi-sports and more this February half term. – (Circulated via email).
- bb. Community First Oxfordshire. – Delivering the housing that your rural community needs 5/2/24. – (Circulated via email).
- cc. Morland House Surgery. – January 2024 Newsletter. – (Circulated via email).
- dd. Open Spaces Society. – January Update. – (Circulated via email).
- ee. TVP. – Police & Crime Bulletin January 2024. – (Circulated via email).
- ff. SODC. – Great British Spring Clean. – (Circulated via email).
- gg. SODC. – The Latest Edition of South News. – (Circulated via email).
- hh. The Maple Tree Centre. – Thank you for the donation email. – (Circulated via email).
- ii. CPRE. – Happy New Year. – (Circulated via email).
- * original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

36/24 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
19.1.24	Nest 19.1.24	Pension Contributions		75.24
3.1.24	Inty Ltd	Email Address Fee 8.12.23	1.18	7.06
26.1.24	Shield Maintenance	Emptying Dog Hygiene Bins (7291)	12.13	72.79
31.1.24	Mrs Hayley Kogel	Home Office January 2024 Postage		30.00 4.80
31.1.24	Mrs Hayley Kogel	Salary 24/12/23 – 24/11/24		1400.47
31.1.24	HMRC	Employer Contributions		833.04
BACS	Oxford Direct Services	Repairs to Play Area’s	106.00	636.00
BACS	ARB UK	Urgent tree works in the Conservation Area	750.00	4500.00
		TOTAL	869.31	7559.40

Bank balances as of 29.1.24 - £33,165.28

HORSPATH RECREATION CHARITY

Paid by	To Whom Paid	Details	Vat	Total £
BACS	AJ Landscapes	Clear shrubs/brambles from the Green		330.00
		TOTAL		330.00

37/24 RECEIPTS.

Date	Received from	Details	Total £
2.1.24	Business Prem Account	Transferring balance	0.49
		TOTAL	0.49

Payments were authorised by Mrs Oakley and Mr Burgess.

38/24 AOB.

- a. Mrs Oakley reported that last weekend a van was broken into at the top of Gidley Way and tools were stolen. A resident has suggested that CCTV are installed at all entry and exit points of the village and paid for by HSPC. Mrs Oakley stated that if cameras were installed it would only show cars coming in/out of the village and there is a high chance that false number plates would be used.

Mrs Oakley has also received a request for CCTV to be installed on the footpaths to identify people letting their dogs foul on the footpaths. Councillors agreed that they are not in favour of cameras being installed in the village.

Mrs Oakley and Mr Harris will attend a meeting at Brasenose College on 19/2/24 to discuss the Northfield development. Mr Harris has read through the information that has been made available to stakeholders, and the only contentious issue is that they want to put a cycle track between Garsington and Horspath using the footpath already there. Garsington have already said that they are going to put a footpath from Garsington into Wheatley along the grass verge. Councillors agreed that the Clerk write to Mr Harris and express HPC's gratitude for his work and support.

Public:

- d. Mr Robinson asked Councillors about his recent planning application to convert his barn to a house which was refused by SODC and this decision was upheld at an appeal. SODC have stated that he has to prove that the site is no longer viable for business use, by advertising to see if there is any interest for use as a wood yard, but the appeal stated for a use as a wood yard or employment. HPC supported his last planning application but stated that they would like to see less vehicles using the lane. The site has been advertised and there has been some interest from several different types of companies, all of which will involve more vehicles using the lane and change the character of the village.

Mr Robinson is going to submit a new planning application to SODC but if possible he would like the application to be called in so that it can be discussed at a full planning committee. Mr Robinson asked if HPC can request that the application is called in. Mrs Oakley stated that HPC can either approve or object to a planning application but cannot request that the application go to a full planning committee. Mr Parker stated that if HPC object to the planning application, the application would go to a full planning committee. Mr O'Brien stated that the company looking to rent the site would have to submit a planning application to SODC for a change of use. Mr Robinson stated that some companies set up their businesses and then when planning permission is refused it then goes to an enforcement notice which is not followed up by SODC. Mr O'Brien stated that SODC are asking him to prove the viability or the lack of it, and it is only an employment site if there is permission for it. Mr Robinson stated that the site is classed as B8, Storage and Distribution. Mr Robinson stated that he is looking for the support of HPC as all properties at Sandy Lane are housing. Mr Robinson asked if HPC would consider objecting to the planning application so that it can be considered by the full planning committee at SODC.

- e. Mr Goss asked for an update on Gigaclear in the village as there are 23 houses in the village who are not able to access the high speed broadband that has been installed unless HPC allows them to access the Village Green. Mrs Oakley stated that she has spoken with Gigaclear and informed them that they are not permitted to go across the Village Green but they could use the track that goes around the Village Green.

Mr Goss stated that Gigaclear has a very clear map that shows where they need access. Mrs Oakley will discuss the requirements with Gigaclear.

- f. Mrs Oakley passed thanks to Mr Brooks for planting snowdrops around the war memorial.
- g. Mr Jones asked who he should contact for a funding request from HSPC for funding the car share service for the residents of Horspath. Mr Parker stated that all information is available on the HSPC website.

39/24 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20th February 2024 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 5th March 2024

Signed.....

Date.....