

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 5<sup>th</sup> March 2024 at 7.30pm.**

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

**Apologies** Mrs C Riley.

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

**Public:** 4

Mrs Oakley informed Councillors and residents that Max Eason passed away suddenly at the weekend. As a mark of respect for Max Councillors and residents held a minutes' silence. Councillors send their condolences to Max's family and friends.

**40/24 APOLOGIES FOR ABSENCE.**

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

**41/24 DECLARATION OF INTERESTS.** – None.

**42/24 EMERGENCY BUSINESS.** – None.

**43/24 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on Tuesday 13<sup>th</sup> February 2024 were agreed and signed by the Chairman.

**44/24 MATTERS ARISING.** – None.

**45/24 PLANNING APPLICATIONS.**

**P23/S1847/ HH Dolce Domum, 15 Blenheim Road, Horspath (Householder)**

The addition of a first floor over existing dwelling with two storey extension to the north elevation (as amended by plans received 5/2/24 showing the front/side door on the elevation plan and as amended by new description 13/2/24). – **Councillors have no objections and recommend approval.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P23/S2231/ LDP 80 Gidley way, Horspath (LDP)**

Demolition of two garden sheds and rebuild. – **Application has been withdrawn by the applicant. Councillors reported that the rebuild has already taken place.**

**P23/S4367/ HH Swallows, 16 Spring Lane, Horspath (Householder)**

Demolition of existing garage. Single storey side and front extension. Single storey rear extension. Gravel driveway. – **Granted.**

**P23/S0021/ HH 9 Blenheim Way, Horspath (Householder)**

Proposed single storey side extension with associated internal and external works. – **Granted.**

**P23/S4351/ HH 10 Oxford Road, Horspath (Householder)**

Conversion of existing detached double garage into one bedroom annex consisting of bedroom, bathroom and living area. – **Granted.**

#### **46/24 CLERK'S UPDATE.**

**FOI Request/ICO** – No update received from the ICO.

**Trees on the Village Green** – The work on the trees on the Village Green will take place this week. Mr O'Brien stated that the contractor has asked to meet with Mrs Oakley at 8am on Friday. The Clerk has also provided the contractor with a copy of the permission received from SODC's Tree Officer.

**Repairs to the wall at the Chequers Inn** – The wall has now been repaired. Mr Burgess stated that there is also damage to the wall further down, and also a large pothole in the car park.

**Salary Increase/Back Pay** – The Clerk circulated details of the salary increase to all Councillors for approval. (As recommended by NALC). – **Councillors approved the salary increase and back pay from April 2023. The Clerk will forward the details to the Accountant.**

**The Pound** – A letter has been sent to the resident requesting that they do not park on the grass area.

**20mph Speed Limits** – The Clerk has requested that 20mph is implemented through the whole of the village, including Gidley Way and Cuddesdon Road, and circulated a revised map supplied by OCC.

Councillors requested that 20mph speed limit is extended to include the whole of Cuddesdon Road.

Councillors also approved the recommendation to reduce the speed limit from 60mph to 40mph on Oxford Road to slow traffic entering the village. Councillors asked that for the removal of the chicane on Oxford Road to be included in the proposals.

**FOI Scheme** – Circulated to Councillors for approval. Councillors agreed and approved the FOI Scheme.

**Letter to resident** – The Clerk has sent a letter to the resident who made very serious accusations against both HPC and Councillors, all of which were incorrect and unfounded. No reply has been received to date.

#### **47/24 REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS.**

**Standing Orders** – Councillors reviewed the document and consider it to be adequate.

**Financial Regulations** - Councillors reviewed the document and consider it to be adequate.

The Clerk reported that she has had several meetings with Breakthrough Communications and all information requested has been provided. They will now produce a report and send it over in the next couple of weeks. One of the issues highlighted was that all Councillors will all need to have a Council email address that is separate from personal email addresses. Mr Burgess stated that this has been considered in the past. Councillors agreed that a decision will be taken when the report is available.

#### **48/24 SOCIAL MEDIA POSTS.**

Mr Parker circulated his article in response to recent social media posts which will be included in the village magazine. Mr Parker stated that the article explains the workings of the Parish Council and also lets residents know that they are welcome to attend all meetings. The article also notifies residents that there are currently two vacancies for Parish Councillors.

Mr O'Brien stated that with Councillors support, he will continue to defend HPC against comments that are posted on social media that are not true. Mr O'Brien stated that when he joined HPC the mandate was that everything will be transparent, and it is, all information is available in the Minutes and on the website.

Several comments on social media have been made by people who have never attended a Parish Council meeting. Councillors fully support Mr O'Brien.

#### **49/24 NEW VILLAGE HALL.**

Mr O'Brien is attending a meeting tomorrow. The cost of the pre-app is around £2,500. The Clerk has submitted a grant application to HSPC to cover the cost.

**50/24 NEW BUS SHELTER/REPAIRS TO EXISTING BUS SHELTER.**

Mrs Oakley reported that she has seen a suitable wooden bus shelter in Stadhampton. Councillors will visit Stadhampton to look at the bus shelter and discuss at the next meeting.

Mrs Oakley stated that she has requested seven quotations to carry out the repairs to the existing bus shelter but only one quotation has been received for £1500.00. Councillors agreed to accept the quotation received.

**51/24 MANOR DRIVE FOOTPATH.**

Mrs Oakley has requested quotations to tarmac the footpath.

**52/24 CYCLE SPEEDWAY – Draft Lease for signing now received.**

The Clerk reported that Mr Clarke is hoping to instruct a solicitor in the next couple of weeks.

**53/24 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.**

Councillors noted that both Cllr Tim Bearder, County Councillor, and Cllr Sam James-Lawrie, have not attended a Parish Council meeting since September 2023. Mr James-Lawrie, District Councillor has only attended one HPC meeting, briefly, since he was elected District Councillor in May 2023.

**54/24 CORRESPONDENCE.**

- a. OALC – Free portrait of his Majesty the King for Town, Parish & Community Councils. – (Circulated via email). – **The Clerk confirmed that the portrait has been ordered.**
- b. OALC. – Training Update. – (Circulated via email).
- c. OCC. – Draft Oxfordshire Councils Charter – Consultation closes Sunday. – (Circulated via email).
- d. SODC. – New planning rules mean good news for nature recovery. – (Circulated via email).
- e. NALC. – Newsletter 7/2/24, 14/2/24, 21/2/24, 28/2/24. - (Circulated via email).
- f. SODC. – Securing a bright and exciting future for Cornerstone Art Centre. – (Circulated via email).
- g. RSN. - The Rural Bulletin. – 30/1/24, 6/2/24, 13/2/24, 20/2/24, 27/2/24. – (Circulated via email).
- h. NALC. – Events 6/2/24, 13/2/24, 19/2/24, 27/2/24. (Circulated via email).
- i. SODC. – Councils have a joint plan for action on air quality. – (Circulated via email).
- j. Bioabundance. – SODC Local Plan. – (Circulated via email).
- k. SODC. – Art, music, theatre and crafts celebrate women this March. – (Circulated via email).
- l. Cllr Tim Bearder. – Town & Parish Council Consultation Responses. – (Circulated via email).
- m. NALC – Chief Executive’s Bulletin. – 1/2/24, 8/2/24, 15/2/24, 22/2/24, 29/2/24. – (Circulated via email).
- n. SODC. – CIL Grant Fund Pilot Scheme for local infrastructure. – (Circulated via email).
- o. RSN. - The Rural Funding Digest February 2024. – (Circulated via email).
- p. SODC. – Important opportunity for organisations in South & Vale. – (Circulated via email).
- q. SODC. – Taxi driver fined for illegally operating in Henley on Thames. – (Circulated via email).
- r. Cllr Tim Bearder. – County & District Update. – (Circulated via email).
- s. Bioabundance. – Don’t Panis! – (Circulated via email).
- t. Horspath Hub. – Invitation to the 10<sup>th</sup> Year Celebration of Horspath Hub. – (Circulated via email). – **Mrs Oakley, Mrs Cook and Mr Burgess will attend the event.**
- u. SODC. – Successful recycling districts urge residents to reduce and re-use before recycling. – (Circulated via email).
- v. Community First Oxfordshire. – February 2024 Newsletter. – (Circulated via email).
- w. Morland House Surgery. – February Newsletter. – (Circulated via email).
- x. Bioabundance. – South Ox Local Plan on the high building numbers. – (Circulated via email).

- y. SODC. – Community grants and secure finances in South Oxfordshire’s draft 2024-2025 budget. – (Circulated via email).
- z. SODC. – February Edition of South News. – (Circulated via email).
- aa. CPRE. – Have your say on the Joint Local Plan under consultation. – (Circulated via email).
- bb. CPRE. – February 2024 Newsletter. – (Circulated via email).
- cc. Bioabundance. – Can we ask the Joint Plan to remove LNBB. – (Circulated via email).
- dd. Bioabundance. – Local Plan consultation. – (Circulated via email).
- ee. SODC. – Marking 2 years since Russia’s invasion of Ukraine, Council reaffirm support for Ukrainian households. – (Circulated via email).
- ff. Mr Elton Jones. – Horspath Electric Vehicle Sharing Service. – (Circulated via email). – **Mrs Oakley stated that Mr Jones wants to start an electric car sharing service in Horspath and asked for HPCs support, which was agreed in principle. Mr Jones then stated that he wanted to install an electric charging point, but HPC has already expressed an interest with OCC in installing an electric charging point. Mr Jones stated that the charging company would pay HPC a percentage of the charging costs. Councillors agreed that Mr Jones will need to take this project forward, not HPC. Mr O’Brien stated that HPC gave permission for Mr Jones to pursue the project in principle. Mr Parker stated that HPC should reconsider the request of allocating two parking spaces in the village hall car park to a third party who will expect HPC to sign a lease. Mr O’Brien stated that Mr Jones did not clarify and was vague regarding the electric chargers and charges, and more information is needed before a decision is made. It was agreed that the Clerk will ask Mr Jones to arrange a meeting with the electric charging company.**
- gg. OALC. – Play Training 6/3/24 and more. – (Circulated via email).
- hh. Mr Simmonds. – Land for sale. – (Circulated via email). – **Mrs Oakley confirmed that she has met with Mr Simmonds who is interested in purchasing the land on Oxford Road and has asked if HPC is looking to purchase the land as a buffer zone. Mr Parker stated that if an overage is included, the land should be sold at the current agricultural value. Mr Burgess stated that it is agricultural land and is 0.7 acre, which is valued at approximately £7,000. Mr Coolman stated that the overage would not be triggered as HPC has no interest on building on the land. Mr Coolman stated that Mr Smith has been advised by a solicitor who has given a value and a high overage for a period of 25 years. Mrs Oakley stated that HPC has tried to purchase the land but it is not commercially viable. Mr Coolman stated that it is minuted that Mr Coolman had permission to offer a specified amount to Mr Smith which he has done and Mr Coolman is waiting for a reply from Mr Smith. Mr Hamlet suggested that the land registry is checked to confirm that Unipart do not own some of this land as they do own land nearby. Mr Coolman stated that the land registry documents suggest that Unipart do not own part of the land and Solicitors would do the necessary checks. Mr Coolman stated that it is disappointing that it is minuted that HPC will pay up to a specified amount and then change their mind. Mr Parker stated that he would not want an overage added to the purchase price. Mr Coolman stated that he is waiting to receive a reply from Mr Smith with regards to the overage. Mr Parker stated that his preference would be to pay the agricultural value with a high overage. Mr O’Brien stated that the boundary of the land is in question, the price is 25 x agricultural value and the land is in the green belt. Any potential buyer will not get planning permission in the green belt. Mr O’Brien stated that the land has been on the market for 8 weeks and has not yet sold. Mr O’Brien stated that he feels that this was previously voted on in haste and he was the only Councillor who voted against it. Mr Coolman stated that a vote was taken and it was agreed that he made an offer to Mr Smith up to a specified value. Councillors agreed that after further discussions the purchase price would need to be**

**lower with an agreed overage. Mr Coolman suggested that HPC wait to receive the reply from Mr Smith.**

- ii. SODC. – Changes coming next year to garden waste service in South & Vale. – (Circulated via email).
  - jj. SODC. – Funding boost for community infrastructure. – (Circulated via email).
  - kk. SODC. – Councillors’ visit and demonstration of flooding protection measures – 29/2/24. – (Circulated via email).
  - ll. SODC – Expression of interest now open – CIL Grant Fund. – (Circulated via email). – **The Clerk is in the process of completing the expression of interest form but a requirement is to supply HPC’s governing document, which is not available. The Clerk will make enquiries to locate the document.**
  - mm. Mrs Hussey. – Letter regarding Bus Route 46. – (Circulated via email). – **Councillors agreed that the Clerk will forward the letter to Oxford Bus Company to enquire if this request is possible. Mr Parker stated that the previous service used to stop at the retail park.**
  - nn. SODC. – Apply now for flooding financial support. – (Circulated via email).
  - oo. SODC. – Applications open for Storm Henk flooding financial support. – (circulated via email).
  - pp. OALC. – February update for Members. – (Circulated via email).
  - qq. OALC. – January update for Members. – (Circulated via email).
  - rr. TVP. Police & Crime Bulletin February 2024. – (Circulated via email).
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

**55/24 PAYMENTS.**

<b>Paid by</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
BACS	Nest 6.2.24	Pension Contributions		75.24
BACS	Inty Ltd	Email Address Fee 1.2.24		7.06
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (7386)		72.79
BACS	Mrs Hayley Kogel	Home Office February 2024		30.00
		Postage & Stationery		34.75
BACS	Mrs Hayley Kogel	Salary 24/1/24 – 24/2/24		1400.47
BACS	Community First Oxfordshire	Annual Subscription		70.00
BACS	ES Hawes	Hedge Cutting	150.00	900.00
BACS	The Maple Tree Centre	Donation		100.00
BACS	OALC	Annual Subscription	51.53	309.18
		<b>TOTAL</b>	<b>201.53</b>	<b>2999.49</b>

**Bank balances as of 29.2.24 - £24,635.88**

**HORSPATH RECREATION CHARITY**

<b>Date</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
8.11.23	ARB UK	Work on trees on Village Green	75.00	450.00
15.2.24	Mr Bob Surman	Install posts on Village Green		200.00
4.3.24	SSE	Electricity supply to the Village Green	2.62	54.94
		<b>TOTAL</b>		<b>704.94</b>

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

**56/24 RECEIPTS. – None.**

**57/24 AOB.**

- a. Mr O'Brien asked if any Councillors have heard that Stagecoach have been brought out by a German company. Councillors were not aware of this.
- b. Mrs Oakley suggested that all wreaths around the war memorial should be removed apart from one. Mrs Oakley passed thanks to Mr Aries for the daffodils on the village green and the grass verges. Mrs Oakley stated that she has made around 10 calls to Thames Water asking them to remove the portaloo from the village hall over-flow car park which has been there since 6<sup>th</sup> October 2022. It was agreed that the Clerk will write to Thames Water.

**Public:**

- c. Mrs Walker has reported the blocked storm drains along Common Hill to FixMyStreet, and yesterday there was a van in that area that was doing a survey. Mr Burgess stated that was a contractor for Thames Water searching for water leaks. The water is now going down the storm drains but a resident has recently cleared some of the drains.
- d. Mr Aries asked if there is an update on the fly-tipping at Gateley. Mrs Cook stated that the waste has been removed.
- e. Mr Hamlet stated that in his opinion Mr O'Brien will get overwhelming support from residents in the village regarding his responses to the recent comments on social media.

**58/24 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 19<sup>th</sup> March 2024 (To be confirmed).

Horspath Stone Pit Charity Meeting – Tuesday 19<sup>th</sup> March 2024

Horspath Parish Council Meeting – Tuesday 2<sup>nd</sup> April 2024

Horspath Annual Parish Meeting – Wednesday 24<sup>th</sup> April 2024

Signed.....

Date.....