

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 6th August 2024 at 7.30pm.

Present: Mrs B Oakley (Chairman), Mr D Burgess, Mr L Coolman, Mrs H Franklin, Mr I Harris, Mr B Igoe, Mr P O'Brien, Mr E Parker, Mr G Walker, Mr S James-Lawrie (District Councillor), Mrs H Kogel (Clerk).

Apologies Mrs P Cook, Mrs C Riley.

Absent: Mr Tim Bearder (County Councillor).

Public: 8

149/24 APOLOGIES FOR ABSENCE.

It was resolved to accept apologies from Mrs Cook and Mrs Riley. Mr Bearder was absent from the meeting.

150/24 DECLARATION OF INTERESTS. – None.

151/24 EMERGENCY BUSINESS. – None.

152/24 MINUTES FOR APPROVAL.

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

153/24 MATTERS ARISING. – None.

154/24 PLANNING APPLICATIONS.

P24/S2146/ Brookside Court, Cuddesdon Road, Horspath (Full Application)

FUL Extension to existing office, provision of plant room, and solar panels with associated works. – Councillors raised the following comments to SODC;

1. While the parish council has no objection in principle to this modest extension to enable the welcome expansion of a local business, we question as to whether any approval could be conditioned so that no works commence on site until the block to the east is demolished, footings removed and land returned to previous condition, with all building waste removed from site as stated in the supporting planning statement?
2. The parish is however concerned, in light of previous unlawful development on the site, that this extension see a culmination in the gradual creep that has come to represent this development and that no further development be sought nor approved.
3. We question why the pre-application advice sought and received, and indeed referred to in the planning statement does not form part of the application document package? Our understanding was that once an application was lodged following pre-app negotiation, then the pre-app records would form part of the application?
4. Finally, but possibly most importantly, we believe that the application itself may well be invalid. As can be seen, the proposed retention of the plant room which forms part of the buildings sought does not correspond with the site location plan red line. In fact it would appear that approx. 25 – 30% of the plant room is located outside the application site. As such, any planning permission granted would appear to be invalid?

- P24/S2076/ HH** **60 Gidley Way, Horspath** **(Householder)**
 Use of outbuilding as ancillary annexe (retrospective). - **Following a site visit, Councillors object to this application on the grounds that it is over-development of the site. The original planning application was for an out-building to provide garden storage , gym, workshop and sun room. It is evident that the construction is different to the planning permission granted, and it is currently being advertised to let as a dwelling. Councillors recommend refusal on this application for the reasons listed above.**
- P24/S2251/ HH** **34 Blenheim Road, Horspath** **(Householder).**
 Extension to provide enlarged living space. - **Councillors have no objections and recommend approval of this application.**
- P24/S4227/ FUL** **59 Gidley Way, Horspath** **(Full Application)**
 Proposed demolition of existing garage and erection of dwelling with internal and external associated works (bat report submitted 13 March 2024, emergence survey report submitted 3 June 2024 and energy statement received 10th June 2024). - **Councillors uphold their previous comments and object to this application on the grounds that it is an over-development of the site, it is back land development and the single access to the properties is not wide enough for use for all of the properties.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P24/S1812/ S73** **Dolce Domum, 15 Blenheim Road, Horspath**
 Variation of Condition 2 (approved plans) on application P23/S1847/HH to reduce the scale and massing of the first floor extension. (The addition of a first floor to existing bungalow with two storey extension to the north elevation). – **Granted.**
- P24/S1836/ HH** **21 Gidley Way, Horspath** **(Householder)**
 Single storey side and rear extension. – **Granted.**
- APP/Q3115/ C/24/3341746** **Land to the south of the Glebe Retreat, 129 Cuddesdon Road, Horspath**
 On the land, without planning permission, the erection of a building used as a self contained dwelling and for storage, the material change of use of the land from residential use to a mixed use of residential and mixed unauthorised residential and non-residential storage including but not limited to cars, motor bikes, shipping containers, tyres, vehicle maintenance equipment and paraphernalia associated with the unauthorised residential building, the formation of hardstanding adjacent to the unauthorised building to facilitate the unauthorised use (these breaches are all sited, and shown for indicative purposes only, in the area coloured green on the attached plan) and the erection of an outbuilding (pool house) and swimming pool with associated hardstanding forward of the principal elevation of the dwelling known as Glebe Retreat (not permitted development) (shown for indicative purposes only within the area coloured blue on the attached plan) (SE21/344).

155/24 CLERK’S UPDATE.

Play Area Inspections – Reports circulated. Councillors agreed that the Clerk will request a quote from ODS to carry out the repairs. The strimming in the bottom play park has been carried out and a quote to trim the top park has been requested.

Thames Water Portable Toilet – Reported again to Thames Water.

Chequers Inn Car Park. – Councillors agreed that as no permission for the structure has been granted, the Clerk write to the landlord and request that the structure is removed before the fair arrives. Mr Burgess strongly refutes the statement that he gave permission for the structure. Mr Coolman had previously advised the landlord that he must obtain permission for the structure from HPC.

Village Handy Person – Mrs Oakley reported that a resident in the village has expressed an interest in the position of handyman. It was agreed that the position will be as and when required, paid at £20p/h. Mr Surman will also assist if required.

District Valuation Office – Chequers Inn Car Park - Copy of email circulated to all Councillors. Mr Parker will look at the lease and put forward a proposal for the next meeting. Mr Burgess stated that a rent increase is required to cover the costs of maintaining the Village Green.

Trees on Village Green – A planning request to fell two trees has been submitted to SODC. One quotation has been received and Mrs Oakley will be meet with another contractor for a second quote.

Annual Leave – The Clerk will be away from 9th – 16th August 2024.

Email Addresses – The Clerk is waiting for confirmation from Microsoft.

156/24 VILLAGE MAINTENANCE.

Covered under 155/24 – Village Handy Person.

157/24 NEW VILLAGE HALL - Update.

Mr O'Brien stated that the purpose of submitting a pre-app was to determine how many audits, surveys and assessments were involved. Mrs Crawford, SODC Planning Officer has confirmed that in principle a new village hall is acceptable and if it is larger than the current hall, there is the a case for special circumstances. Mr O'Brien stated that there are numerous surveys etc. that would need to be carried out as part of the planning application. Mr O'Brien has spoken with two architects who have estimated the cost of building a new village hall to be around £2.2 - £2.7 million plus vat which is much higher cost than previously expected, which is due to an increase in the cost of materials. Mr Coolman stated having considered the options, it would be more cost effective to refurbish and extend the existing village hall, install new toilets and kitchen, new insulation and move the car park and create a grander entrance. This would also give the Cricket Club their own facilities and utilities. Based on the architect's calculations, an estimated cost for this would be around £1 million. Mr O'Brien stated that we need to be in control with the financial aspect, and by doing this we would be in control. Mrs Oakley stated that since there has been a change in the booking system, there has been an increase in bookings of the village hall.

158/24 HVHMC.

Mrs Oakley stated that all Councillors are now on the committee as an interim measure, while residents will be encouraged to join the committee. Natalie Oakley has changed the booking system which is now much easier to use. Natalie Oakley and Mr Coolman inspected the hall and have made a list of things that need attention. Mr Coolman will fix the fire doors. Mrs Oakley has purchased all new cleaning equipment.

159/24 VILLAGE MOWERS.

Mrs Oakley reported that the ride-on-mower used by Mr Gray needs to be replaced. HPC also owns a tractor which a member of the Cricket Club has stated that it needs to be replaced. Alan Stone the contractor who carries out the repairs to the tractor has stated that around 8 years ago it had a new engine and has 30+ years use left. Mr Coolman proposed that the ride-on-mower is replaced, seconded by Mr Parker, In Favour – Unanimous. Mrs Oakley will liaise with Mr Gray with regards to the type of mower. Mrs Oakley will report back at the next meeting with costs.

160/24 HORSPATH FAIR - Update.

Mrs Oakley spoke with Mr Pettigrove to discuss the concerns that were raised by a resident. The main issues were that the two large rides outside of the shop and on Manor Farm Road were too close and restricted traffic, and also the bus stops being used. Mr Pettigrove has agreed to exchange one of the large rides for a smaller ride and keep the bus stops empty. Mr Burgess stated that there must be space of the

school bus. Mr Coolman stated that Mr Pettigrove must be made aware of how dangerous the fair has become and it must be resolved before the fair arrives. Councillors will discuss with Mr Pettigrove whether the fair is held for one or two days. Councillors agreed to arrange a meeting with Mr Pettigrove.

161/24 REVIEW OF RISK ASSESSMENTS.

Mrs Oakley stated that the risk assessments need to be reviewed for all Council owned property, including the Village Green, the Village Hall and Conservation Area. Mr Parker stated that the Village hall has recently had a fire assessment and an asbestos assessment, both of which were acceptable. Mrs Oakley stated that Natalie Oakley may be able to assist as she covers Risk Assessments with her position at Oxford City Council, or she may be able to suggest a company who could assist. Councillors suggested that the Clerk contact other Parish Councils for information on companies that could assist.

162/24 CYCLE SPEEDWAY – Draft Lease for signing now received. - No further update available.

163/24 DISTRICT & COUNTY COUNCILLOR REPORTS.

Cllr James-Lawrie – District Councillor – Mr James-Lawrie reported that the Community Grant Scheme opens on 14th August 2024 and will be running for 14 weeks, closing around 20th November 2024. When all applications have been received, they will allocate the funds. Mrs Oakley stated that she recently met with the Community Engagement Officer with a view to receiving a grant for the village hall.

164/24 CORRESPONDENCE.

- a. NALC. – Newsletter 3/7/24, 10/7/24, 17/7/24, 24/7/24, 31/7/24. - (Circulated via email).
- b. RSN. – Rural Funding Digest July 2024. – (Circulated via email).
- c. NALC. – Events 2/7/24, 9/7/24, 16/7/24, 23/7/24, 30/7/24. (Circulated via email).
- d. RSN. - The Rural Bulletin. – 2/7/24, 16/7/24, 23/7/24, 30/7/24 – (Circulated via email).
- e. TVP. – Police & Crime Bulletin June 2024. – (Circulated via email).
- f. OCC. – Posters to attract volunteers. – (Circulated via email).
- g. OALC. – Last call for Planning Community Events. – (Circulated via email).
- h. OCC. – Climate Survey. – (Circulated via email).
- i. OCC. – Local Flood Risk Management Strategy Consultation. – (Circulated via email).
- j. Morland House Surgery. – July Newsletter. – (Circulated via email).
- k. SODC. – Councils’ encourage everyone to re-think waste. – (Circulated via email).
- l. SODC. – Fun all summer long with free and low cost activities for kids. – (Circulated via email).
- m. Bioabundance. – Party 4th August 2024. – (Circulated via email).
- n. NALC – Chief Executive’s Bulletin. – 4/7/24, 11/7/24, 18/7/24, 25/7/24, 1/8/24. – (Circulated via email).
- o. OCC. –Our Digital Infrastructure Oxfordshire website is now open. – (Circulated via email).
- p. SODC. – Host of free activities this summer as part of Didcot Garden Party. – (Circulated via email).
- q. My Vision Oxfordshire. – Donation Request. – (Circulated via email). – **Councillors agreed no donation.**
- r. OCC. – Community Emergency Plans & beat the heat advice. – (Circulated via email).
- s. Cllr Tim Bearder. – District Council report. – (Circulated via email).
- t. SODC. - £320,000 now available to improve quality of life for people and communities in South Oxfordshire. – (Circulated via email).
- u. SODC. – July Edition of South News. – (Circulated via email).
- v. SSEN. – SSEN Resilience Fund. – (Circulated via email).
- w. SODC. – Councils are running their free litter bug activity trails competition during the School summer holidays. – (Circulated via email).

- x. Bioabundance. – Crowdfunder launched for legal case against fake Net Zero Teesside approval. – (Circulated via email).
 - y. Bioabundance. – Building with wood. – (Circulated via email).
 - z. SODC. – Get ready to drop into the South Oxfordshire & Vale of White Horse “Summer of skate”. – (Circulated via email).
 - aa. Age UK. – Scam awareness group talks available for local older people. – (Circulated via email).
 - bb. Citizens Advice. – Appeal for volunteers. – (Circulated via email).
 - cc. Mr Ron Bailey. - Campaign to improve the safety of lithium batteries. – (Circulated via email).
 - dd. OALC. – July Update for member Councils. – (Circulated via email).
 - ee. Rural EV Charging. – Electric vehicle charges in the Town or Parish. – (Circulated via email). –**Mr James-Lawrie stated that OCC didn’t allocate enough funds for this project so are seeking extra funding.**
 - ff. ONPA. – July 2024 mailing. – (Circulated via email).
 - gg. CPRE. – July 2024 Newsletter. – (Circulated via email).
 - hh. TVP. – Police & Crime Bulletin July 2024. – (Circulated via email).
 - ii. East West Rail. – Keeping you connected. – (Circulated via email).
 - jj. SODC. – Council purchases 45 homes for those in need. – (Circulated via email).
 - kk. Wheatley Parish Council. – August/September Newsletter. – (Circulated via email).
 - ll. Bioabundance. – Lunch party 4/8/24. – (Circulated via email).
 - mm. Open Spaces Society. – A call to action for the new Government. – (Circulated via email).
- * original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

165/24 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee 1.7.24	1.18	7.06
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (7854)	15.47	92.82
BACS	Mrs Hayley Kogel	Home Office July 2024		30.00
		Postage		6.10
BACS	Mrs Hayley Kogel	Salary 24/6/24 – 24/7/24 & Holiday pay due July 2024		3196.87
BACS	Nest 4/7/24	Pension Contribution		84.16
BACS	Robert Gray	Grass cutting 11/4/24 – 25/7/24		
		Burial Ground		315.00
		Play Area		80.00
		Empty Bins		40.00
BACS	HMRC	Employer Contributions		1968.26
BACS	Playsafety Ltd	Playground Inspections	31.20	187.20
		TOTAL	47.85	6007.47

Bank balances as of 1.8.24 - £22,290.75

HORSPATH RECREATION CHARITY

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mr Robert Gray	Grass cutting Village Green 16/4/24 – 25/7/24		960.00
		Diesel		155.00
		TOTAL		1115.00

166/24 RECEIPTS. – None.

167/24 AOB.

- a. Mr O’Brien asked if Councillors need to vote on the refurbishment of the existing village hall. It was agreed that Mr O’Brien and Mr Coolman will produce drawings for the next meeting and then residents will be informed of the proposal.
- b. Mrs Oakley reported that there are overhanging tree branches at a property on Church Road. It was agreed that the Clerk will write to the resident.
Mrs Oakley asked if there is any update on the subsidence claim from a resident. The Clerk stated that no further correspondence has been received from the insurance company.
Mrs Oakley reported that the Cricket Club have left a large amount of waste by the Scout Hut. Mrs Walker stated that they have asked SODC to remove the waste.
Mrs Oakley stated that Mr Surman needs to hire a rotivator to remove the bramble roots on the Green. It was agreed that this will be discussed at the next meeting. Mr Walker stated that the area will need to be sprayed after it has been rotivated.

Public:-

- c. Mr Mutton reported that he followed a vehicle along Cuddesdon Road that drove straight over the chicane as there are no signs in place. Mrs Oakley has reported the broken sign to Fix-My-Street. The 20mph speed limit will not be implemented along Cuddesdon Road. Mr Mutton stated that the chicane needs to be removed as it is dangerous.
Mr Mutton stated that in 1995 plans were drawn up to extend the village hall to make it two-storey. The proposal discussed tonight is not suitable and research into an alternative design should be carried out before moving forward. Mr Mutton stated that all HSPC grants should be stopped and the money saved for the village hall project. Mr O’Brien asked if he could see the drawings from 1995. Mr O’Brien stated that the existing footings in the village hall would not be sufficient to make it two-storey and Mr Coolman stated that if it was two-storey, there would be completely different fire regulations. Mr Mutton suggested that if it was two-storey, the rooms upstairs could be used for offices to help cover the overheads of the village hall. Mr Dobson stated that the documents that were handed over at the last HVHMC meeting included the plans from 1995.
- d. Mrs Walker reported that there are several Ash trees in the un-adopted lane by her property that have die back disease. A tree surgeon has estimated the cost to pollard the trees at £1600.00 per tree. Mrs Oakley will contact the Tree Officer.
- e. Mr Peter Dobson stated that the Risk Assessment is for HPC and associated grounds, Health & safety and finance.
- f. Mrs Jane Dobson asked if Mrs Cook has repaid the £4.99 mentioned at the last meeting as it is not shown on the Agenda. Mrs Oakley stated that Mrs Cook has not yet repaid the amount as she is on holiday.

168/24 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20th August 2024 (To be confirmed).
Horspath Parish Council Meeting – Tuesday 3rd September 2024 at 7.30pm

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