

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 3rd September 2024 at 7.30pm.

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

Apologies Mr James-Lawrie (District Councillor).

Absent: Mr Tim Bearder (County Councillor).

Public: 15

169/24 APOLOGIES FOR ABSENCE.

It was resolved to accept apologies from Mr James-Lawrie. Mr Bearder was absent from the meeting.

170/24 DECLARATION OF INTERESTS. – None.

171/24 EMERGENCY BUSINESS. – None.

172/24 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 6th August 2024 were agreed and signed by the Chairman.

173/24 MATTERS ARISING. – None.

174/24 PLANNING APPLICATIONS.

P23/S3730/ FUL Land to the north of Oxford Road, 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 80cms 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. (As clarified by updated ecological assessment dated December 2023 which includes a dormouse survey and Agents email dated 17th April 2024 with accompanying plan). – **Councillors agreed unanimously that the previous objection and comments submitted in December 2023 still stand. Councillors would like to raise further concerns over the very limited parking that will be available. Over 50 spaces in the car park are rented out to a local business and the over-flow car parking is on a grass area which floods, with what could be contaminated water.**

P24/S2384/ FUL The Queens Head, 26 Church Road, Horspath (Full Application)
Erection of two 2-bed semi detached self-build cottages adjacent to and within existing car park of a public house to provide separate on-site accommodation for the pub owners. Provision of private amenity space with off street car parking provided within existing car park. - **One objection has been received from a neighbour. Horspath Parish Councillors have no objections and recommend that this application is approved.**

PLANNING PERMISSIONS/REFUSALS/APPEALS. – None.

175/24 CLERK'S UPDATE.

Play Area Inspections – A quotation has been requested for the repairs.

Thames Water Portable Toilet – Reported again to Thames Water.

Chequers Inn Car Park. – The Clerk confirmed that no reply has been received from the Chequers Inn or S T Properties with regards to removing the recently installed structure. It was agreed that the Clerk will send a further letter to the tenant and S T Properties and Mr Parker will seek legal advice as the tenant is in breach of the lease.

Trees on Village Green – SODC has granted permission for the two trees to be felled. Two quotations have been received. Councillors agreed to accept the quotation from Cotswold Tree Surgery.

2 x Inscription Requests – Councillors approved both requests.

CIL Grant – SODC will be notifying applicants on 11th October 2024.

Subsidence Claim – HPC's insurance company are waiting for a response to several emails over the last few months from the third party representatives. Until a reply is received this matter is on hold.

Personal Injury Claim – HPC's insurance company has not received a response from the claimant.

Brambles on the Green – Mr Walker suggested that the brambles are removed in the winter months and sprayed in the spring. Mrs Oakley will obtain a quotation. Councillors to inspect the brambles and discuss at the next meeting.

176/24 EXTERNAL AUDIT 2023/24. – Deferred until the next meeting.

177/24 COUNCILLOR RESIGNATION.

Mrs Oakley reported that Mrs Riley resigned from her position as Parish Councillor on 7th August 2024.

178/24 NEW VILLAGE HALL - Update.

Mr Oakley reported that Councillors decided at the last meeting that it would be more cost effective to extend and refurbish the existing village hall due to the increase in material costs.

Mr Burgess proposed that Mr O'Brien and Mr Coolman move the project forward and arrange for detailed plans to be drawn up to extend and refurbish the existing village hall. Seconded by Mr Harris, In Favour – Unanimous. Mr O'Brien will obtain quotations for the plans and a grant application will be made to HSPC.

179/24 HVHMC.

Mrs Oakley reported that there is now a new booking system which is working well and most weekends up to the end of November are fully booked. Mrs Oakley reported that there is one person who still has a set of keys to the village hall who has been asked to return them on several occasions. As the keys have still not been returned all of the locks have been replaced at a cost of around £100.00. The bank mandate is in the process of being changed, with the new signatories being Ms Natalie Oakley and Mr Eddie Parker. Costs incurred to date by Mr Coolman and Mr Parker will be reimbursed once the mandate has been changed. Councillors are on the HVHMC as an interim measure to organise and to ensure that the village hall is operating correctly.

180/24 VILLAGE MOWERS.

Mrs Oakley reported that Mr Rob Gray is looking into the type of mower required

181/24 HORSPATH FAIR - Update.

Mrs Oakley and other Councillors met with Mr Pettigrove today to discuss the safety issues that have been raised. Mr Pettigrove has agreed to be on site to over-see the school bus arrival/drop off times for safety purposes. The bus stop on the Green will be left clear. It has been agreed that the Fair will operate on

Monday and Tuesday. Ms Natalie Oakley will collect the donation from Mr Pettigrove. Mr Pettigrove wanted to remove the road mirror leading to the Pound, but this can't be done as it is owned by OCC.

182/24 REVIEW OF RISK ASSESSMENTS.

The Clerk has received a quotation from a company to review and update the current risk assessment document at a cost of £695.00. The Clerk has received templates from OALC that could be used for risk assessments. It was agreed that the risk assessments will be reviewed internally.

183/24 CYCLE SPEEDWAY – Draft Lease for signing now received.

The Clerk reported that Blake Morgan have increased the cost for the lease from £1000.00 to £1500.00 and they are looking to submit an interim invoice for £750.00. It was agreed that the Clerk will contact Blake Morgan to query the increase in cost, and also write to Cycle Speedway.

184/24 DISTRICT & COUNTY COUNCILLOR REPORTS. – No reports available.

Councillors agreed that the Clerk contact Oxfordshire County Council to inform them that for the last 12 months Horspath as a village has not been represented by our County Councillor as he has not attended a meeting during that time.

185/24 CORRESPONDENCE.

- a. SODC. – The next step for Councils' Joint Local Plan. – (Circulated via email).
- b. NALC – Chief Executive's Bulletin. – 8/8/24, 15/8/24, 22/8/24, 29/8/24. – (Circulated via email).
- c. Morland House Surgery. – August 2024 newsletter. – (Circulated via email).
- d. NALC. – Newsletter 7/8/24, 14/8/24, 21/8/24, 29/8/24. - (Circulated via email).
- e. SODC. – Funding available for Community projects in South Oxfordshire. – (Circulated via email).
- f. NALC. – Events 6/8/24, 13/8/24, 20/8/24, 27/8/24. (Circulated via email).
- g. RSN. - The Rural Bulletin. – 6/8/24, 13/8/24, 20/8/24, 28/8/24. – (Circulated via email).
- h. SODC – Active Communities Facebook page. – (Circulated via email).
- i. Resident on the Green – Email regarding a tree on the Green. – (Circulated via email). – **The Clerk has informed the resident of ownership of the tree and will also notify the insurance company.**
- j. Community First Oxfordshire. –Newsletter. – (Circulated via email).
- k. SODC. – Young stars wanted for the Cornerstone Christmas Show. – (Circulated via email).
- l. OCC. – Winter Preparedness 2024/25. – (Circulated via email). – **Mrs Oakley reported that no further salt bags are required.**
- m. OALC. – Subscriptions 2025/26. – (Circulated via email). – **Councillors approved the proposed increase in subscription fees.**
- n. Age UK Oxfordshire. – Changes to Winter Fuel payment and how you can help. – (Circulated via email).
- o. OCC. – TTRO Temporary Road Closure, Blenheim Road 4-8th November 2024. – (Circulated via email).
- p. OCC. – TTRO Temporary Road Closure and No Waiting, Cuddesdon, Church Road 30th September – 4th October November 2024. – (Circulated via email).
- q. Clear Councils Insurance. – Important notice for customers. – (Circulated via email).
- r. SODC. – Marking Ukraine Independence Day, Councils continue to provide sanctuary to Ukrainians. – (Circulated via email).
- s. SODC. – South News – August 2024. – (Circulated via email).
- t. SODC. – Celebrate Christmas with Cinderella at Cornerstone. – (Circulated via email).
- u. RSN. – Rural Funding Digest August 2024. – (Circulated via email).
- v. SODC. – SODC joins UK100. – (Circulated via email).

- w. SODC. – Residents urged to love your area to help cut down on litter. – (Circulated via email).
 - x. NALC. – NALC website. – (Circulated via email).
 - y. Central Coop Funeral Directors. – Burial Request. – (Circulated via email). – **Request approved.**
 - z. SODC. – Get inspired at the “Special Foodie Event”. – (Circulated via email).
 - aa. SODC. – Riverside outdoor pool and splash pad extended season announced. – (Circulated via email).
 - bb. CPRE. – August Newsletter. – (Circulated via email).
 - cc. Mr Harris. – HPC’s response to MHCLG’S consultation on the new NPPF. – (Circulated via email). – **Councillors approved the response and requested that the Clerk thank Mr Harris for his help.**
 - dd. ET Planning. – NPPF Consultation. – (Circulated via email).
 - ee. OALC. – Training Update. – (Circulated via email).
 - ff. Sustrans. – Newsletter/Post. – (Circulated via email). – **Mrs Oakley reported that Sustrans recently installed a camera outside of her property to carry out a traffic survey along Butts Road to see how many cars use this road. Sustrans have enquired about paying volunteers to deliver the leaflets to their event.**
- * original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

186/24 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Inty Ltd	Email Address Fee 8.8.24	1.18	7.06
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (7941)	15.47	92.82
BACS	Mrs Hayley Kogel	Home Office July 2024 Stationery		30.00 48.08
BACS	Mrs Hayley Kogel	Salary 24/7/24 – 24/8/24		1497.19
BACS	Nest 2.8.24	Pension Contribution		256.83
BACS	Mr P Aries	Bus Shelter Maintenance June/July 2024		120.00
		TOTAL	16.65	2051.98

Bank balances as of 29.8.24 - £16,275.61

HORSPATH RECREATION CHARITY

Paid by	To Whom Paid	Details	Vat	Total £
BACS	SSE	Power supply to Village Green		43.33
		TOTAL		43.33

The Clerk reported that SSE will revise the latest incorrect invoice which can then be paid. SSE has stated that they cannot renew our contact at the moment. It was agreed that the Clerk will look at other contracts. Mrs Oakley reported that the new handyman has done a great job working around the village. Councillor approved payment of £252.50 for work carried out to date. Mr Burgess suggested that the handyman trim the brambles by the ride and also trim the branches on the willow tree by the wooden bridge.

187/24 RECEIPTS.

Date	Received from	Details	Total £
9.8.24	Oliver & James Funeral Director	Interment	160.00
12.8.24	Mrs Cook	Repayment for item purchased	5.00
		TOTAL	165.00

The Clerk reported that the second installment of the Precept has been received.

188/24 AOB.

- a. Mrs Oakley reported that she has received a complaint from a resident in Spring Lane who has stated that she has witnessed a resident in Blenheim Way throwing dogs mess over the fence onto her drive and on the road. Mrs Oakley has reported this issue to SODC Enviro-crime Department.

Public:-

- c. Mr Hamlet asked for an update about the grant that was given to a previous Chairman to register the Poors Land. Mrs Oakley stated that this is a matter for HSPC and not HPC. An update will be given at the September HSPC meeting.
- d. Mr Mutton stated that with regards to the burial ground planning application, the ground regularly floods and also in the car park. Mrs Oakley stated that HPC has sent photographs of the floods to SODC. Mr Mutton stated that HPC should insist that the invoice from Blake Morgan is not increased from the original cost.
Mr Mutton stated that he, along with other neighbours have not been notified of the planning application at the Queens Head when his house will be affected by the two new dwellings. Mrs Oakley stated that SODC only notify the neighbours and they display a notice at the property. Mr Mutton stated that only two houses in Manor Drive were informed about the planning application, and suggested that HPC should write to SODC requesting that all neighbours should be informed. Mr Mutton stated that the new dwellings should be in keeping with the Vicarage and the Manor House. Mr Mutton and other neighbours have all contacted SODC.
- e. Mrs Walker confirmed that the new signs with two additional house numbers displayed are now in place.
- f. A resident reported that there has been a problem the last couple of years with the fair organisers blocking their drive. Mrs Oakley stated that last year around 10” of the driveway was blocked, but the fair organiser has assured that he will not block the driveway.
- g. Another resident also stated that her driveway was blocked last year and if that happens this year it will be a big problem as they are having building works done and will block the road. Mrs Oakley will liaise with the fair owner to ensure that their driveway is kept clear.
- h. A resident asked if the two big rides will be on the corner again this year. The fair owner has stated that there will be a smaller ride outside of the shop.

189/24 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 17th September 2024 (To be confirmed).
Horspath Stone Pit Charity Meeting – Tuesday 24th September 2024.
Horspath Parish Council Meeting – Tuesday 1st October 2024 at 7.30pm

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