

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 3<sup>rd</sup> December 2024 at 7.30pm.**

<b>Present:</b> Mrs P Cook (Vice Chairman), Mr R Burgess, Mr L Coolman, Mr P Hookham, Mr B Igoe, Mr I Harris, Mr P O'Brien, Mr E Parker, Mr G Walker. Mrs H Kogel (Clerk). Mr S James-Lawrie (District Councillor).	<b>Apologies</b> Mrs H Franklin, Mrs B Oakley (Chairman).
	<b>Absent:</b> Mr Tim Bearder (County Councillor).
	<b>Public:</b> 11

**236/24 APOLOGIES FOR ABSENCE.**

It was resolved to accept apologies from Mrs Oakley (Chairman) and Mrs Franklin.

**237/24 DECLARATION OF INTERESTS.** – None.

**238/24 EMERGENCY BUSINESS.** – None.

**239/24 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> November 2024 were agreed and signed by the Chairman.

**240/24 MATTERS ARISING.** – None.

**241/24 PARISH COUNCILLOR VACANCY.** – 1 Application received.

Mr Hookham gave a short introduction, and the reasons that he would like to be a Parish Councillor. Mr Coolman proposed that Mr Hookham is co-opted onto HPC, Seconded by Mr Walker, In Favour – Unanimous. Mr Hookham signed the Declaration of Acceptance of Office form and joined the meeting.

**242/24 PLANNING APPLICATIONS.**

**P24/S3658/ DIS** **Manor Farm, Manor Farm Road, Horspath**  
Discharge of conditions 3 (surface water drainage) and 4 (foul water drainage) in application P23/S4062/FUL (Proposed new dwelling). – **Councillors have no objections and recommend approval.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P24/S3039/ FUL** **5 Cuddesdon Road, Horspath** **(Full Application)**  
Demolition of existing outbuildings. Erection of a new detached two and a half storey dwelling with bin and bike store for existing and new houses. New hard and soft landscaping. New amendment: - Contaminated land questionnaire received 23/10/24. – **Granted.**

**SE24/263** **Glebe Retreat, 129 Cuddesdon Road, Horspath**  
Without planning permission, the erection of an outbuilding used as a pool house forward of the principle elevation of the dwelling known as Glebe Retreat (not permitted development). - **An Enforcement Notice was served on 14<sup>th</sup> November 2024.**

**243/24 CLERK UPDATE.**

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

**Grant Application for new Play area** – SODC has advised that HPC’s grant application for a new play area did not progress for approval as it did not score high enough against other applications. Further information will be requested from Mr James-Lawrie.

**Thames Water Portable Toilet** – The Clerk will contact Thames Water again.

**Christmas Tree Collection Point.** – Collection from the Village Green on Monday 20<sup>th</sup> January 2025.

**Vehicle Parking at Gateley** – The court has ordered that the vehicle has to be removed within 14 days from 15<sup>th</sup> November 2024. SODC has advised that an appeal has been received and they are awaiting further instruction as the vehicle has not been removed.

**Bus Shelter Maintenance.** – No update available.

**OCC’s Consultation on the draft Local Nature Recovery Strategy** – Mr Harris has submitted a response on behalf of HPC.

**Email Addresses** – New email addresses are in the process of being set up by Lemoneye.

**Overhanging Trees at Manor Farm Road** – The resident has made contact and will arrange for the trees/bushes to be cut back from the footpath.

**Anonymous Letter** – A letter has been received but as it is anonymous no further action will be taken. If any resident wants to raise any issues they should write to the Clerk.

#### **244/24 BUDGET 2025/26.**

Following discussions Councillors approved the Budget for 2025/2026.

#### **245/24 PRECEPT 2025/2026.**

The Clerk circulated a draft Precept to be discussed and approved at the January 2025 meeting.

#### **246/24 NEW VILLAGE HALL - Update.**

Mr O’Brien stated that he has not received any further correspondence from SODC Planning Department to date. Mr O’Brien contacted SSE for a quotation to move the electricity pole and cables from one side of the road to the other. HPC will be required to dig a trench for SSE to lay the cables. SSE use a framework contractor and the quotation was £47k. The cost of closing the road for 4 hours is £7660.00 and £2500.00 has to be paid to SODC. SODC are not providing a service to Parish Councils. Mr O’Brien has spoken with SSE and informed them that this is a community project breaker and that he will recommend that HPC go to the press. The representative from SSE advised Mr O’Brien to write a letter for him to pass on to management. It is estimated that the gas supply will cost in the region of £50k. It was agreed that Mr O’Brien will write a letter of complaint to SSE.

#### **247/24 MINUTES FROM THE MEETING HELD ON 1/10/24 – Mrs Penny Drew.**

Mrs Cook explained that the Minutes from the meeting dated 1/10/24 have been approved and signed, so they cannot be changed. Mrs Oakley passed on a message reading that Mrs Drew has verbally supported the change-over of the village hall committee and apologised if she caused any offence. Mr O’Brien stated that he does not recall any offensive comments being made.

#### **248/24 NEW BUS SHELTER.** – No update available.

#### **249/24 TREE STUMPS ON VILLAGE GREEN** – Mr Burgess.

Mr Burgess stated that when the two trees were felled recently, the stumps were not removed. It was agreed that the Clerk will obtain a quotation.

#### **250/24 MOLE HILLS ON VILLAGE GREEN.**

Mr Walker will pass on contact details of companies to contact for a quotation.

## **251/24 VILLAGE MOWERS. – Email from Mr Gray.**

Mr Gray has recommended a new mower to be used in the village. Councillors agreed with Mr Gray's recommendation, and Mr Coolman agreed to obtain quotations.

## **252/24 CYCLE SPEEDWAY – Draft Lease for signing now received. - No update available.**

## **253/24 DISTRICT & COUNTY COUNCILLOR REPORTS.**

### **Mr Sam James-Lawrie (District Councillor)**

Applications for the current community grant has now closed. Mr James-Lawrie will allocate the funds fairly as it is over-subscribed this time round. SODC has recently purchased its own housing stock which is the first time since 2014. Electric vehicles are being trialled for food waste collections which they are hoping will be effective, and if so they are hoping to de-carbonise the entire fleet of vehicles over time. SODC are expecting a whitepaper from the Government regarding unitary and combined authorities for Oxfordshire and other areas. They have hinted that Oxfordshire as a whole which would abolish OCC and District Councils is too small. There is a possibility that they could combine Oxfordshire, Berkshire & Buckingham or Swindon, Reading & Oxfordshire.

The Clerk asked for more information about the CIL grant that HPC applied for but was not successful. Mr James-Lawrie stated that the CIL fund does have money left over so he will find out more information. Mr James-Lawrie stated that SODC has more reserves than other District Council's and they will be looking to spend the money before becoming a unitary council, so he will see if there are any other grants available, and also find out what organisations were awarded the grants. Mr Burgess stated that HPC really does need a new play area. Mr Hookham asked how the scoring system works. Mr James-Lawrie will find out and let us know the details.

## **254/24 CORRESPONDENCE.**

- a. NALC – Chief Executive's Bulletin. – 7/11/24, 14/11/24, 22/11/24, 29/11/24 – (Circulated via email).
- b. SODC. – Next steps in shaping our Districts' future. – (Circulated via email).
- c. RSN. - The Rural Funding Digest November 2024. – (Circulated via email).
- d. NALC. – Events 5/11/24, 20/11/24, 26/11/24 (Circulated via email).
- e. RSN. - The Rural Bulletin. – 5/11/24, 12/11/24, 19/11/24, 26/11/24 – (Circulated via email).
- f. TVP. – Police & Crime Bulletin October 2024. – (Circulated via email).
- g. Open Spaces Society. – October Updates. – (Circulated via email).
- h. OALC. – October update for Members. – (Circulated via email).
- i. Oxford City Council. – Headington Neighbourhood Forum re-designation consultation. – (Circulated via email).
- j. Oxford City Council. – Littlemore Neighbourhood Plan submission consultation. – (Circulated via email).
- k. Age UK Oxfordshire. – Working together with SGN to help local older people to stay safe and warm. – (Circulated via email).
- l. NALC. – Newsletter 12/11/24, 19/11/24. - (Circulated via email).
- m. SODC. – Successful season for Riverside park and pools. – (Circulated via email).
- n. CPRE. – November Newsletter. – (Circulated via email).
- o. Bioabundance. – Joint Local Plan – Help us get improved housing. – (Circulated via email).
- p. Bioabundance. Abingdon Reservoir – Will it come a cropper? – (Circulated via email).
- q. Morland House Surgery. – November Newsletter. – (Circulated via email).
- r. SODC. – Major £210,000 investment in gym equipment at South Oxfordshire Leisure Centres in Berinsfield, Thame & Wheatley. – (Circulated via email).

- s. SODC. – Email regarding vehicle parked at Gateley. – (Circulated via email). – **Noted.**
- t. SODC. – Food businesses urged to love your area and join the fight against litter. – (Circulated via email).
- u. SODC. – Council’s take delivery of their first electric waste vehicle. – (Circulated via email).
- v. Bioabundance. – Future Homes standard consultation industry response – update for signatories. – (Circulated via email).
- w. Age UK Oxfordshire. – Scam awareness – Group talks for local older people. – (Circulated via email).
- x. OCC. – Oxfordshire County Council Planning Reference LL.0119/24. – (Circulated via email).
- y. SODC. – Taxi Driver fined for offering unlicensed Regatta rides. – (Circulated via email).
- z. Community First Oxfordshire. – AGM 2024. – (Circulated via email).
- aa. OCC. – Storm Bert and being prepared. – (Circulated via email).
- bb. OALC. – New Training Course – AI in Action. – (Circulated via email).
- cc. Mr Kandel. – Pub sign at the front of the Chequers Inn Car Park. – (Circulated via email). – **Councillors agreed that the Clerk write to Mr Kandel to a request full specification of the proposed sign, including size, wording & colour. Mr Burgess stated that all exterior work should be in green as specified by SODC in a previous planning application.**
- dd. SODC. – Council services over Christmas & New Year 2024/2025. – (Circulated via email).
- ee. Bioabundance. – LNRS Scam. – (Circulated via email).
- ff. Breakthrough Communications. – 21 Events in 2025. – (circulated via email).
- gg. SODC. – Councils begin to decarbonise fleet with delivery of new electric vans. – (Circulated via email).
- hh. TVP. – Police & Crime Bulletin November 2024. – (Circulated via email).
- ii. Wheatley Park School. – Prize-giving Awards 2024. – (Circulated via email). – **Councillors agreed a donation of £150.00.**
- jj. OCC Highways. – Engagement Team Introduction. – (Circulated via email). – **Councillors agreed that the Clerk request an Agenda for the meeting.**
- kk. Shotover Preservation Society. – Winter Newsletter. – (Circulated via email).  
*\* original held by the Clerk, copy available on request.  
 # displayed on Village Hall & village noticeboards.*

#### 255/24 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Outside Help	Email Address Fee 1.11.24 (3197)	1.18	7.06
BACS	Mr P Aries	Bus shelter maintenance Oct/Nov & Xmas Box		140.00
19/11/24	HMRC	Nest		84.16
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (8239)	15.47	92.82
BACS	Mrs Hayley Kogel	Home Office November 2024 Stationery & Postage		30.00 53.38
BACS	Mrs Hayley Kogel	Salary 24/10/24 – 24/11/24		1498.11
BACS	Chris Lewis Fire & Security	Annual maintenance on fire alarm system	47.20	283.20
BACS	Oxfordshire South & Vale CAB	Donation		50.00
BACS	Mr R Gray	Grass cutting burial ground Grass cutting play area		130.00 50.00
BACS	Demarcation	Planning application fees		3912.00
BACS	Mrs N Webb	Village maintenance Aug, Sept, Oct		462.50

		<b>TOTAL</b>	<b>63.85</b>	<b>6793.23</b>
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**Bank balances as of 28.11.24 - £46,365.54**

**256/24 RECEIPTS.**

<b>Paid by</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
BACS	Mr R Gray	Grass cutting Village Green		628.34
BACS	Cotswold Tree Surgery	Fell 2 trees on Village Green		780.00
		<b>TOTAL</b>		<b>1408.34</b>

**257/24 AOB.**

- a. Mr O'Brien stated that with reference to SSE costs to move the power supply, Councillors should also expect a high cost for the gas supply.

Public:-

- b. Mr Hamlet stated that he does not agree with the plans for the refurbishment of the village hall. No thought has gone into the rooms, the plans are a re-vamp of the plans from 1970's. When this project first started years ago, the idea was that there would be several rooms that could be let. Mr Hamlet stated that the plans need further consultation. Mr O'Brien stated that there will be two separate halls with the entrance around the side both with toilet facilities, including disabled toilets. Mr Hamlet stated that there will not be any natural daylight with the existing plans. Mr O'Brien stated that the daylight will be on the other side of the hall and there could also be roof lights. Mr Coolman stated that the entrance of the hall is all glass which will provide daylight. If the planning application is approved, internal alterations can be carried out. The idea is that the large hall and the small hall can be hired out. Mr O'Brien welcomes any comments which will all be taken on board. Residents in the village are aware of the plans but no comments have been received. A resident suggested that the entrance of the hall could be moved to the back of the building to eliminate some of the noise.
- c. Mrs Walker stated that the storm drains at Blenheim Road have not been cleared. Mr Burgess stated that the gullies have been done but the contractor stated that another team would come and do Blenheim Road.
- d. Mr Peter Dobson asked for clarification on the current situation with the bank mandate for the Village Hall. At the October meeting of HVHMC Mr Dobson offered to help with the outstanding issues with the bank mandate if required. Mr Parker explained that Santander requested a copy of the Minutes confirming the new signatories which was provided in August 2024. In October 2024 Santander requested further information which was sent to Mr Dobson in error when Mrs Drew had requested that it be sent to the Village Hall. Santander have now requested various details of all members of HVHMC which Mr Parker is in the process of completing. The members of the new committee are doing their best and Mr Parker has paid contractors and will be reimbursed when the bank mandate is complete. Mrs Oakley took the information requested to Santander in Oxford but they refused to take it and she had to take it to the Abingdon branch. Mr Dobson stated that the village hall accounts are reflecting the wrong value and Mr Parker is building a personal dept. Mr Parker stated that the bank statements and financial statements are different, and bank statements are not public record. Mr Parker stated that when all information requested is available it will be sent to Santander and then the bank mandate can be changed. Mrs Drew stated that both she and Mr Dobson have previously offered to pay outstanding bills while the mandate is being changed. Mr Parker stated that he does appreciate the offer of help.
- e. A resident asked if the electricity pole on this side of the village hall is stable. Mr O'Brien stated that the existing pole is fit for purpose at the moment because of the direction that the stay is in now, but the direction of the stay will change.

A resident asked if the toilets for the cricket club will be the same with regards to refurbishment. Mr O'Brien stated that this will be discussed in the future.

- f. A resident asked if HPC will be replacing the two trees that were felled on the Village Green. Mr Burgess stated that the trees will be replaced in the future. The residents asked if one of the trees could be the village Christmas tree.
- g. Mrs Cook thanked Mr Aries for his help over the years with cleaning the bus shelter.
- h. A resident who recently moved to the village reported recent disturbances at the village hall on behalf of neighbours where functions have caused a lot of noise. This has been reported to Miss Natalie Oakley who has confirmed that the village hall is fully booked until Christmas and these bookings will be honored for functions to finish by mid-night. HVHMC is aware of the complaints.

**258/24 DATE OF NEXT MEETINGS.**

Horspath Stone Pit Charity Meeting – Tuesday 10<sup>th</sup> December 2024.

Parish Council Planning Meeting – Tuesday 17<sup>th</sup> December 2024 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 7<sup>th</sup> January 2025 at 7.30pm.

Signed.....

Date.....