

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 4<sup>th</sup> February 2025 at 7.30pm.**

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

**Apologies** Mr L Coolman, Mr S James-Lawrie (District Councillor).

**Absent:** Mr Tim Bearder (County Councillor).

**Public:** 4

**26/25 APOLOGIES FOR ABSENCE.**

It was resolved to accept apologies from Mr Coolman and Mr James-Lawrie.

**27/25 DECLARATION OF INTERESTS. – None.**

**28/25 EMERGENCY BUSINESS.**

Mrs Oakley reported that she has authorised emergency plumbing repairs at the Village Hall at a cost of £140.00 plus materials.

**29/25 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on Tuesday 7<sup>th</sup> January 2025 were agreed and signed by the Chairman.

The Minutes of the Closed Parish Council Meeting held on Tuesday 15<sup>th</sup> January 2025 were agreed and signed by the Chairman.

**30/25 MATTERS ARISING. – None.**

**31/25 PLANNING APPLICATIONS.**

**P25/S0011/ Horspath Pre-School Nursery, Horspath (Full Application)**

**FUL** Retention of existing pre-school porta cabin and the renewal of the temporary (3 year) planning permission for being sited within the grounds of Horspath Primary School.  
– **Councillors recommend that this application is approved.**

**P25/S0212/ 59 Gidley Way, Horspath**

**DIS** Discharge of conditions 3 (CEMP). 4 (sensitive lighting for strategy for bats). 5. (Scheme of biodiversity enhancements). 6 (Plan of car parking provision (specified number of spaces). 7 (Cycle parking facilities) and 9 (Electric vehicle charging points) on application P23/S4227/FUL. (Proposed demolition of existing garage and erection of dwelling with internal and external associated works) related applications P23/S4227/FUL).  
– **Mrs Oakley passed on the objection received from Mr Coolman that there will be three properties using one small access. Councillors agreed that as this application is for the discharge of conditions, no comments will be submitted.**

**P25/S0077/ 5 Cuddesdon Road, Horspath (Certificate of Lawful Development)**

**LDP** Single storey side extension. Single storey rear extension. Roof extension. Porch extension. **(For information only). – Noted.**

## **PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P24/S3774/ 27 Gidley Way, Horspath**

**(Householder)**

**HH**

Single storey rear extension. Extension to existing loft space. Internal reconfigurations and changes to fenestration. – **Granted.**

### **32/25 CLERK UPDATE.**

**Play Area Inspections** – The Clerk circulated the quotation received from ODS. Councillors agreed that Mrs Oakley & Mrs Cook will meet with Mr Webb to look at what repairs he can carry out and then review any outstanding issues. Mr Burgess suggested that the play area is closed and that HPC moves forward with the new play area. Mrs Oakley stated that HPC has to maintain the existing play area.

**Thames Water Portable Toilet** – The Clerk is waiting for Thames Water Case Manager to confirm a collection date.

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

**Moles – Village Green** – Two quotations have been requested. Councillors agreed to accept the quotation from Pest UK Services.

**OCC Highways** – The Clerk will circulate the meeting dates.

**Damaged steps on Church Road.** – OCC Highways will arrange for the repairs to be carried out.

Councillors agreed that when the steps have been repaired, bollards will be installed either side of the steps.

**Oxfordshire Neighbourhood Planning Alliance** – Councillors noted the report from Mr Harris on the 2025 AGM.

### **33/25 UPGRADE OF VILLAGE HALL - Update.**

Mr O'Brien informed Councillors that he is still waiting to hear from the ecologist with regards to the reports/surveys that maybe required. The cost of a Quantity Surveyor to manage the project is 16% of the total cost of the project which is estimated at £1million. Mr O'Brien is still waiting for a cost for a Project Manager, but this is expected to be around £100,000. The total cost for these two positions is around 25% of the total project. Mrs Oakley stated that the Booking Clerk has stopped taking bookings from June onwards.

Mr O'Brien stated that a new play area has been included in the plans along with upgrading the village hall. The existing play area is not sufficient and Mr Burgess suggested that the new play area is installed before the upgrade of the village hall commences. Councillors agreed that the new play area could go ahead while building works are carried out on the village hall as a temporary access could be arranged. Mr O'Brien stated that he has concerns about cricket balls going into the play area and it may be necessary for site screens to be installed. Councillors agreed in principle to the play area project going ahead and also for a grant application to be submitted to HSPC. A site meeting will take place on Saturday 15<sup>th</sup> February 2025 to discuss a suitable location.

### **34/25 NEW BUS SHELTER.**

Mrs Oakley reported that OCC's representative, Mr David Belchamber, who in principle, has no objections to the new bus shelter if HPC will cover the purchase and installation costs. Mrs Oakley is waiting for confirmation of a meeting with OCC Highway Engineer to inspect the proposed location to ensure that it does not cause any visibility problems to motorists. Mrs Oakley has requested 3 quotations for the installation of the bus shelter. The future maintenance and repairs to the bus shelter will be HPC's responsibility.

### **35/25 NEW POLICIES.**

The Clerk circulated the draft policies produced by Mr Harris to protect Horspath village. Councillors agreed unanimously to accept the policies. The Clerk will publish the policies on the website. Councillors requested that the Clerk thank Mr Harris for his help and support.

### **36/25 VILLAGE MOWER.** – No update available.

### **37/25 HORSPATH WILDLIFE CONSERVATION AREA. – Report from Mr Harris.**

The Clerk circulated a report from Mr Harris regarding work required in the Wildlife Conservation Area. Councillors agreed that two quotations will be sought to carry out the work required. Mrs Oakley will meet the contractors on site.

### **38/25 HEDGE CUTTING.**

Councillors agreed for Mr Hawes to carry out the annual hedge cutting. Mr Walker will ask Mr Hawes to go ahead.

### **39/25 CYCLE SPEEDWAY – Draft Lease for signing now received.**

Mr Clarke's solicitor has now made contact with Blake Morgan solicitors.

### **40/25 DISTRICT & COUNTY COUNCILLOR REPORTS.**

#### **Mr Sam James-Lawrie – (District Councillor) – sent the following report:-**

There is now a crime prevention fund which can fund projects up to £10,000 to help against rural crime and road safety among other things. It may be applicable for fighting against fly tipping, which I'm glad to say has declined dramatically in south, but still seems to be an issue around the ward. The cut-off date is 24th of February at 12 noon.

We have recently changed how the green waste collection service is signed up for. It has caused issues around those that don't or can't access online. People however can phone the Council when the service is started and sign up over the phone. More Communication will come out closer to the time.

The last big thing is the Local government reorganisation. A smaller unitary of South, Vale and West Berks has mainly been dismissed as too small. The councils had hoped it could be done to help preserve the rural nature of the three. It's looking like it will be an Oxfordshire Unitary or an Oxfordshire and West Berks Unitary. For combined Authorities, two main ideas seem to be coming from Government. One is ARC which would be Oxfordshire, Cambridgeshire and all counties linking them. The second is Berks, Ox and Bucks (not Milton Keynes). There is a big push for us to have Swindon but it is being fought against by all parties outside Central government.

Mr Tim Bearder recently requested to meet with the Clerk for an update on the plans for Horspath.

Councillors agreed that Mr Bearder as County Councillor for Horspath should attend the meetings and that no further correspondence will be sent to Mr Bearder.

### **41/25 CORRESPONDENCE.**

- a. SODC - £60,000 available in grants for performing arts in South Oxfordshire. – (Circulated via email).
- b. NALC – Chief Executive's Bulletin. – 9/1/25, 16/1/25, 23/1/25, 30/1/25. – (Circulated via email).
- c. RSN. - The Rural Funding Digest January 2025. – (Circulated via email).
- d. NALC. – Events Newsletter 7/1/25, 14/1/25, 21/1/25 (Circulated via email).
- e. RSN. - The Rural Bulletin. – 7/1/25, 14/1/25, 21/1/25, 28/1/25 – (Circulated via email).
- f. NALC. – Our chair has penned an open letter to Town & Parish Councils. – (Circulated via email).
- g. Morland House Surgery. – January 2025 Newsletter. – (Circulated via email).
- h. SODC. – Performing Arts Grants Scheme – Funding advice session. – (Circulated via email).

- i. Big Give. – Match funding opportunities for 2025. – (Circulated via email).
- j. SODC. – Councils should seek to influence Local Government Reorganisation for the benefit of Communities. – (Circulated via email).
- k. OCC. – Annual Community Emergency Plan Survey & GDPR Consent. – (Circulated via email).
- l. CPRE Oxfordshire. – January 2025 News. – (Circulated via email).
- m. Oliver & James Funeral Directors. – Interment of ashes request. – (Circulated via email). – **Councillors approved this request.**
- n. SODC. – South News January 2025. – (Circulated via email).
- o. Breakthrough Communications. – GDPR Essentials Event. – (circulated via email).
- p. Mr Kandel, Chequers Inn Pub. – Email regarding new sign. – (Circulated via email). – **Councillors approved the request based on the specification provided. The Clerk will advise Mr Kandel to contact SODC regarding planning permission.**
- q. SODC. – Oxfordshire should be working with Berkshire & Buckinghamshire. – (Circulated via email).
- r. Oxford City Council. – Notification of withdrawal of the Oxford Local Plan 2040. – (Circulated via email). – **Noted.**
- s. Oxford City Council. – Call for sites for Local Plan 2042. – (Circulated via email). – **Noted.**
- t. Shotover Preservation Society. – Dates for your diary. – (Circulated via email).
- u. Age UK Oxfordshire. – Our Future Direction. – (Circulated via email).
- v. East West Rail. – Closure of non-statutory consultation 24/1/25. – (circulated via email).
- w. Mr Provins. – Email regarding 20mph speed limits. – (Circulated via email). – **Mrs Oakley stated that the residents of Horspath voted in favour of 20mph speed limits. OCC previously stated that they would not support removing the chicane on Oxford Road until 20mph speed limits were implemented. Mrs Oakley stated that people are not adhering to the 20mph speed limits. Mr Walker stated that the village will be busy when the roads in Garsington close for a month and traffic will be diverted through Horspath.**
- x. Ms Parsons. – Email regarding the play area. – (Circulated via email). – **Councillors confirmed that the new play area project will go ahead although HPC was not successful with the SODC CIL grant. Mr O’Brien confirmed that planning application for the upgrade of the village hall, play area and car park has been submitted to SODC. Mrs Oakley stated that HPC will be applying to HSPC for a grant for the new play area and subject to being successful the play area project will go ahead, but the grant application requires the approval by a minimum of 2 independent advisors. HPC has detailed plans for the play area, so as soon as planning permission is granted the project can go ahead. Ms Parsons asked if the grass areas will be mowed regularly. Mrs Oakley stated that the grass areas will be maintained. Mr O’Brien suggested that younger parents in the village could volunteer to help maintain the play area.**
- y. OALC. – Local Government Standards Consultation. – (Circulated via email).  
*\* original held by the Clerk, copy available on request.*  
*# displayed on Village Hall & village noticeboards.*

**42/25 PAYMENTS.**

<b>Paid by</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (8441)	15.47	92.82
BACS	Mrs Hayley Kogel	Home Office January 2025 Stationery		30.00 55.98
BACS	Mrs Hayley Kogel	Salary 24/12/24 – 24/1/25		1563.37
BACS	HMRC	Nest Pension contribution (3.1.25)		133.33

BACS	BM Payne Plumbing & Heating	Emergency plumbing in village hall		140.00
		<b>TOTAL</b>	<b>15.47</b>	<b>2015.50</b>

**Bank balances as of 30.1.25 - £40,155.46**

**43/25 RECEIPTS.**

Date	Received from	Details	Total £
9.1.25	Southern Electric	Annual rent	0.50
		<b>TOTAL</b>	<b>0.50</b>

**44/25 AOB.**

- a. Mr O'Brien recently asked Councillors to suggest a new legal company to deal with HPC matters. Councillors agreed to use the solicitor recommended by Mr O'Brien for all new future legal matters. Mr O'Brien will pass the contact details on to the Clerk.
- b. Mrs Oakley has recently reported more blocked drains again to Fix-My-Street. OCC has apologised for the delay with replacing the new sign at the bottom of Gidley Way that was reported in August.

Public:-

- b. Mrs Gray asked if the new mower will be available in time for the new season. Mrs Oakley stated that the purchase of the new mower has been approved and a grant application has been submitted to HSPC. Mrs Gray asked if the other existing play area will remain. Mrs Oakley stated that she will be meeting with the Handyman to look at the repairs required.
- c. A resident reported that there are a lot of potholes in the road in Manor Drive. This road was resurfaced around 20 years ago. It has been reported to OCC but no repairs have been carried out. Mrs Oakley will report to Fix-My-Street.
- d. Ms Parsons asked if the library will start again in the bus shelter in the village green. Mrs Oakley stated that the library stopped because of complaints from residents that there was nowhere to sit. The library is now in the Hub which is open to all most days. There is also a library in the bus shelter at Gateley. Mrs Parsons asked what the payment to Mr Aries is for. Mrs Oakley stated that the payment is for the maintenance of the bus shelter/play area, however he is no longer doing this. Ms Parsons asked about the recent minutes regarding a pedestrian crossing in the village. Mr Parker stated that Sustrans want a new cycle path in Horspath and they want HPC to give them a part of the village green to allow a for a pedestrian crossing to be installed, at a cost to HPC. Councillors asked them to provide further details, but no further correspondence has been received. Mr Parker stated that HPC will not spend £160k on a pedestrian crossing.
- e. A resident stated that the existing play area is appalling but his questions have now been answered. Mrs Oakley stated that HPC applied for a grant through the SODC CIL fund in June and we were not notified until November that we were not successful. Councillors were disappointed with this decision and also with the information on the grants that were awarded.

**45/25 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 18<sup>th</sup> February 2025 (To be confirmed).  
Horspath Parish Council Meeting – Tuesday 4<sup>th</sup> March 2025 at 7.30pm.  
Horspath Stone Pit Charity Meeting – Thursday 6<sup>th</sup> March 2025.

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

Horspath Parish Council Meeting – Tuesday 4<sup>th</sup> February 2025 - Minutes