

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held at Horspath Village Hall**  
**on 1st July 2025 at 7.30pm.**

**Present:** Mrs B Oakley (Chairman), Mrs P Cook (Vice Chairman), Mr R Burgess, Mr L Coolman, Mr E Parker, Mr G Walker, Mrs H Kogel (Clerk).

**Apologies** Mrs H Franklin, Mr I Harris, Mr P Hookham, Mr B Igoe, Mr P O'Brien.

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

**Public:** 5

**147/25 APOLOGIES FOR ABSENCE.**

It was resolved to accept apologies from Mrs Franklin, Mr Harris, Mr Hookham, Mr Igoe and Mr O'Brien. Mr Bearder and Mr James-Lawrie were absent from the meeting.

**148/25 DECLARATION OF INTERESTS. – None.**

**149/25 EMERGENCY BUSINESS. – None.**

**150/25 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Emergency Meeting held on Wednesday 20<sup>th</sup> May 2025, were amended to read:- **Item 119/25 – New Play Park** - To avoid waiting until the June meeting and have the play area installed before the school summer holidays, *Mrs Oakley stated that both herself and Mr Coolman overstepped the mark and she signed the order for the play area without approval of the full Council. Mrs Oakley stated that she did something very wrong and has accepted the very vocal emails that have been sent, most of which were vitriolic. Mr Coolman stated that the emails were quite venomous.*

The Minutes were agreed and signed by the Chairman.

The Minutes of the Parish Council Meeting held on Tuesday 3<sup>rd</sup> June 2025 were agreed and signed by the Chairman.

**151/25 MATTERS ARISING.**

**126/25 Matters Arising** - Mrs Cook asked for a minuted guarantee from Mrs Oakley that the same mistake will not happen again. Mrs Oakley assured Mrs Cook that it will not happen again.

**152/25 PLANNING APPLICATIONS.**

**P23/S3730/ FUL Land to the north of Oxford Road, near 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 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 17<sup>th</sup> April 2024 with accompanying plan, as amended by revised landscape and visual impact addendum and revised plans submitted 17<sup>th</sup> July 2024 and as clarified by applicants response to OCC Highways comments and

revised Archaeological Evaluation dated May 2025 received 10 June 2025). –  
**Horspath Parish Council objects to this planning application for the reasons submitted on 6/12/23, 4/9/24, 2/10/24, 6/11/24.**

**P25/S1501/ N4B Lower Acres, Sandy Lane, Horspath**  
Conversion of redundant chicken house into a self contained dwelling located towards the front of the site at the end of the access driveway. – **Noted. (No comments permitted).**  
**Mrs Oakley stated that on numerous occasions she has tried to contact the Planning Office at SODC, but no reply received to date as all staff are working from home.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**P25/S1378/ 6 Gidley Way, Horspath (Householder)**  
**HH** Single storey rear extension to accommodate shower room. – **Granted.**  
**P25/S1133/ Land adjacent to Oxford Road, Horspath**  
**PIP** Proposed erection of four dwelling houses. - **Refused.**  
**P25/S1133/ Land adjacent to Oxford Road, Horspath**  
**PIP** Proposed erection of four dwelling houses.  
**\*An appeal has been made to the Secretary of State\***

**153/25 CLERK UPDATE.**

**Email Addresses** – A meeting has been arranged this week with Lemoneye to try and resolve the problems with setting up the new email addresses. Councillors agreed not to pursue the Microsoft accounts and that the Clerk will set up Gmail accounts for all Councillors.

**Dog bins.** – Mrs Oakley will arrange for the 2 new dog bins to be installed.

**Conservation Area.** – BBOWT selection panel's decision was to retain Horspath Wildlife Conservation Area as a Local Wildlife Site.

**Play Area Inspection** – Councillors agreed that the Clerk arrange for Playsafety to carry out an inspection of the top play area only.

**154/25 UPGRADE OF VILLAGE HALL - Update.**

Mrs Oakley stated that Mr O'Brien and Mr Coolman have been trying to contact SODC regarding the planning application but to date have not received a reply. Councillors agreed that bookings for the village hall can be arranged for September including the Allotment Association and the Dog Show. Mr Coolman stated that the plans have been given to two building contractors to provide a quotation for the work.

**155/25 NEW PLAY AREA.**

Mrs Oakley stated that the installation of the new play area has started this week. Mr Coolman stated that the fencing from the old play area needs to be moved across to the new play area, and additional fencing and two gates will need to be purchased as soon as possible at a cost of approximately £4500.00. Councillors agreed that the fencing and gates can be ordered. Mrs Oakley advised Councillors that the installation of the play area will be 3-4 weeks. Mr Coolman agreed to look at the bolts on the existing fence.

**156/25 BUS SHELTER.**

Mrs Oakley reported that a quotation for the bus shelter has now been received, and although the company advertises free delivery, there is a delivery cost of £986.09 as the bus shelter is coming from Poland. Councillors agreed that other options/quotations will be sought.

**157/25 CYCLE SPEEDWAY – Draft Lease for signing now received.**

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The lease has now been completed and signed. Councillors agreed that the Clerk pay the legal fees of £1806.00 to Blake Morgan Solicitors.

**158/25 DISTRICT & COUNTY COUNCILLOR REPORTS. - No reports available.**

**159/25 CORRESPONDENCE.**

- a. East West Rail. – Keeping you connected. – (Circulated via email).
- b. OCC. – Part-night lighting consultation is now live. – (Circulated via email). - **Noted.**
- c. Bioabundance. – Invitation to sign open letter to the PM on the case for investing in nature. – (Circulated via email).
- d. Community First Oxfordshire. – June newsletter. – (Circulated via email).
- e. NALC – Chief Executive’s Bulletin. – 5/6/25, 12/6/25, 19/6/25, 26/6/25. – (Circulated via email).
- f. NALC. – Events Newsletter – 4/6/25, 12/6/25, 18/6/25. (Circulated via email).
- g. RSN. – Weekly News. – 4/6/25, 11/6/25, 18/6/25, 24/6/25. – (Circulated via email).
- h. Open Spaces Society. – AGM 3/7/25. – (Circulated via email).
- i. Community First Oxfordshire. – The Small & Mighty – The research report on the infrastructure need for the micro and small voluntary groups in Oxfordshire. – (Circulated via email).
- j. CPRE. – June newsletter. – (Circulated via email).
- k. SODC. – Five Councils launch two Unitary proposal for Oxfordshire & West Berkshire and seek residents’ reviews on how local Government can be improved. – (Circulated via email).
- l. SODC. – Capital grant scheme now open to improve quality of life in South Oxfordshire. – (Circulated via email).
- m. SODC. – Cornerstone Art Centre at the heart of a new culture strategy in South Oxfordshire. – (Circulated via email).
- n. Morland House Surgery. – June 2025 Newsletter. – (Circulated via email).
- o. Horspath Cricket Club. – Cricket Club Invitation. – (Circulated via email). – **Noted.**
- p. NALC. – The all new digital edition of Local Councils explained. – (Circulated via email).
- q. SODC. – June 2025 News. – (Circulated via email).
- r. OALC. – Training reminder Summer 2025. – (Circulated via email).
- s. Beckley & Stowood Parish Council. – Local Government Reorganisation – “Greater Oxford” proposal. – (Circulated via email).
- t. GHG Solutions. – Letter regarding property on the Green. – (Circulated via email). – **The Clerk will forward the details on to the insurance company. Councillors also requested that a meeting is arranged with SODC Tree Officer to inspect the trees.**
- u. SODC. – Planning application submitted for Haseley Trad/Est Vehicle Depot. – (Circulated via email).
- v. Bioabundance. – Switching off streetlights in Oxfordshire. – (Circulated via email).
- w. SODC. – Henley Regatta – Visitors urged to stay safe and only use licensed taxis. – (Circulated via email).
- x. TVP. – Police & Crime Bulletin June 2025. – (Circulated via email).
- y. Oxford City Council. – Greater Oxford:- One Council. Local Decisions. A better place to live. – (Circulated via email).
- z. TVP. – New resources on child exploitation and online harm. – (Circulated via email).
- aa. Mr Clements. – Email regarding Collcutt Close. – (Circulated via email). – **Noted. Mr Surman has submitted the invoice for £580.00 for works carried out.**
- bb. OALC. – Local Government Reorganisation and the axing of funding for Neighbourhood Plans. – (Circulated via email).

- cc. Concerned Resident. – Email regarding a property on Oxford Road. – (Circulated via email). – **Councillors agreed that the Clerk inform the resident that the items, including fencing need to be removed in the next 28 days. If no action is taken a Solicitor will be instructed.**
- dd. OCC. – Horspath Footpath No 9 – Proposed Definitive Map Modification Order. – (Circulated via email). – **Noted. Mr Burgess stated that it is a genuine footpath.**
- ee. Mr Maier. – Email regarding the flag by the war memorial. – (Circulated via email). – **Councillors agreed that a new flag will be purchased.**
- ff. Mr Claridge. – Email regarding the flag by the war memorial. – (Circulated via email). – **Councillors agreed for Mr Burgess will purchase a new flag.**
- gg. OALC. – May Update for Council Members. – (Circulated via email).
- hh. SODC. – Local Government Reorganisation event invitation. – (Circulated via email).
- ii. Bioabundance. – 9/7/25 – Meet your MP – Westminster – Mass lobby on Climate. – (Circulated via email).
- jj. OCC. – Part-night lighting Public Consultation is now live. We look forward to getting your consultation responses. – (Circulated via email).
- \* original held by the Clerk, copy available on request.*
- # displayed on Village Hall & village noticeboards.*

#### 160/25 PAYMENTS.

| Paid by | To Whom Paid                | Details  | Vat           | Total £        |
|---------|-----------------------------|--|---------------|----------------|
| BACS    | Shield Maintenance          | Emptying Dog Hygiene Bins (9010)                             | 15.47         | 92.82          |
| BACS    | Mrs Hayley Kogel            | Home Office June 2025  |               | 30.00          |
| BACS    | Mrs Hayley Kogel            | Salary 24/5/25 – 24/6/25                                     |               | 1563.37        |
| BACS    | Mr R Burgess                | Football Goals   | 125.00        | 749.99         |
| BACS    | Chris Lewis Fire & Security | Annual Maintenance for the Fire Alarm system in Village Hall | 50.00         | 300.00         |
| BACS    | Clear Insurance             | Agricultural Insurance Policy                                |               | 842.28         |
| BACS    | Outside Help                | Email address fee (4.6.25)                                   |               | 6.62           |
| BACS    | Wel Medical                 | Defibrillator Pads x 2                                       |               | 158.70         |
| BACS    | Clear Insurance             | Parish Council Insurance Policy                              |               | 4502.58        |
| BACS    | HMRC                        | Employer Contributions                                       |               | 1239.49        |
|         |                             | <b>TOTAL</b>   | <b>190.47</b> | <b>9485.85</b> |

**Bank balances as of 26.6.25 – £54,408.52**

**Councillors approved the following payments:-**

£2380.00 to the Cricket Club for grass cutting the recreation ground.

£1806.00 to Blake Morgan for the legal costs for Cycle Speedway lease

£580.00 to Mr Surman for maintenance work at Colcutt Close.

#### 161/25 RECEIPTS.

| Date    | Received from | Details                           | Total £        |
|---------|---------------|-----------------------------------|----------------|
| 2.6.25  | Barclays Bank | Interest Business Premium Account | 184.54         |
| 16.6.25 | Mr L Coolman  | Sale of mower & deck              | 1102.73        |
|         |               | <b>TOTAL</b>                      | <b>1287.27</b> |

Mrs Oakley passed thanks to Mr Coolman for arranging the sale of the old mower & decks.

#### 162/25 AOB.

- a. Mrs Oakley reported that Horspath Cricket Club have submitted a grant application to the England

Cricketing Board for the re-planting of both wickets and for work on the outfield to remove persistent weeds, but they need the approval of HPC as the landowner. Mr Burgess stated that they are likely to use chemicals to remove the weeds which is not ideal for dog walkers. Mr Walker stated that most sprays are completely safe for dogs, but suggested that it is done first thing in the morning. Mrs Oakley stated that signs will be put up informing dog walkers.

Mrs Oakley asked Councillors for ideas of someone to officially open the play park.

Public:-

- b. A resident asked what the new play park fence is made of. Mrs Oakley stated that it is galvanized steel and is the same as the existing fencing.
- c. Mr Dobson suggested that Oxford City Council Parks Department are contacted to see if they have any fencing.
- d. Mrs Dobson asked if HPC no longer holds a minute silence at meetings for ex-Councillors and employees who have passed away. Mr Peter Dobson stated that this has been done in the past as a mark of respect.
- e. Mr Hamlet asked why we need to fly a flag 365 days a year. Mr Burgess stated that the flag looks good. Mr Hamlet stated that he assumes that the bus shelter will be delivered using a hi-ab vehicle, hence the high delivery cost. Mr Parker stated that the delivery cost is because the shelter is coming from Poland. Mr Hamlet asked if there is any progress with HVHMC. Mrs Oakley stated that Councillors decided to take over HVHMC until the upgrade of the village hall is complete and then will look for volunteers to join HVHMC, along with a caretaker. Mr Hamlet stated that Parish Councillors are also the Trustees of HSPC who authorise the grants awarded to HPC. Mr Parker stated that the grant awarded for the Village Hall is for the refurbishment of the hall, it is not being paid to HVHMC. Mr Hamlet suggested that HPC stop plans for the refurbishment of the Village Hall until there is a new HVHMC. Mr Parker stated that the Charity Commission are aware that any grant application from HPC has to be authorised by the majority of the Independent Advisors. Mr Burgess stated that the Village Hall belongs to HPC, HVHMC is in place to manage the Village Hall. Mrs Cook stated that it is not the fault of HPC that the planning application has taken 9 months so far to deal with the planning application. Mr Coolman stated that as an Independent Advisor, Mr Hamlet supported the grant application for the refurbishment of the Village Hall. Mr Hamlet asked if there are plans for the Village Hall. Mr Parker stated that plans are available and Mr Hamlet has commented on them. Mrs Oakley stated that before HPC took on HVHMC, there was only a few people on the committee as nobody wanted to join. Mr Dobson stated that anyone on HVHMC automatically becomes a Trustee and it does state this in the lease, so all Councillors need to be registered, as Trustees are personally responsible and that is why people do not want to join. Mr Parker stated that individuals have all been registered and he is in the process of trying to sort things out.
- f. A resident stated that there is a new bus shelter in Littleworth and suggested that they are contacted for information. The Clerk will contact Littleworth Parish Council.
- g. A resident stated that with the Village Hall project on-going and funds from HSPC will be used, the village magazine relies on the grant. Mrs Oakley stated that in the latest edition, there was a full page spread for a barbers shop in Wheatley that was not charged for. Mr Parker stated that Horspath magazine is not run on a commercial basis. Mrs Oakley stated that the magazine has received a grant for this year.

### **163/25 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 15<sup>th</sup> July 2025 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 5<sup>th</sup> August 2025 at 7.30pm.

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

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