

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 3rd June 2025 at 7.30pm.

Present: Mrs B Oakley (Chairman), Mrs P Cook (Vice Chairman), Mr R Burgess, 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). Mr S Lawrie-James (District Councillor).

Apologies Mr P Hookham.

Absent: Mr Tim Bearder (County Councillor).

Public: 13

122/25 APOLOGIES FOR ABSENCE.

It was resolved to accept apologies from Mr Hookham. Mr Bearder was absent from the meeting.

123/25 DECLARATION OF INTERESTS. – None.

124/25 EMERGENCY BUSINESS.

Following the emergency meeting held in May 2025, Mrs Oakley asked Councillors if they wanted her to stand down as Chairman. Councillors voted unanimously that Mrs Oakley should continue in her role as Chairman.

125/25 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 6th May 2025 were agreed and signed by the Chairman.

The Minutes of the Parish Council Emergency Meeting held on Wednesday 20th May 2025. – Mrs Cook requested that the Minutes are amended to include additional comments that were mentioned at the meeting. The Clerk will revise the Minutes to be approved at the June meeting.

126/25 MATTERS ARISING.

Mrs Cook stated that she is concerned that Mrs Oakley signing the contract for the play area without approval from full Council has been easily brushed aside. This has happened before by a Councillor, who then resigned. Mrs Cook stated that Mrs Oakley mostly does a brilliant job and is the best person to be Chairman, but she does want a minuted guarantee that this will not happen again. Mrs Cook stated that she Takes offence at the comments regarding the emails that she has sent . Mrs Cook has re-read the emails and she stands by everything that she has said, as they are all true and she has nothing to be ashamed of.

127/25 PLANNING APPLICATIONS.

P25/S1378/	6 Gidley Way, Horspath	(Householder)
HH	Single storey rear extension to accommodate shower room. - Councillors have no objections and recommend approval.	

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P25/ S1133. Land adjacent to Oxford Road, Horspath

PIP Proposed erection of four dwelling houses. – **Permission in principle - Refused.**

128/25 CLERK UPDATE.

Email Addresses – Lemoneye are experiencing problems in setting up the new email addresses as they are free email addresses. Mr Igoe stated that he has a contact who may be able to assist.

Dog bins. – 2 new dog bins have been delivered and will be installed at the bottom of Sandy Lane and the other at the end of the car park in the Village Hall. Mrs Oakley will arrange installation. Mrs Oakley reported that a resident has been recorded letting their dog foul on the recreation field. Mrs Oakley will obtain further details.

Sustrans – Councillors have received all information from Sustrans. Councillors agreed that they will not agree to a pedestrian crossing being installed by the Hub.

Garden Equipment – Mr Coolman has obtained a cost of £420.00 for purchasing the equipment required. Councillors agreed that rather than purchase the equipment, Mr Surman will carry out the maintenance required in Colcutt Close.

Defibrillator Pads – Now pads have been delivered and fitted.

Northfield Development – Email from Mr Harris circulated to all Councillors.

Replacement tree on Village Green – The new tree (liquidambar worplesdon) has been planted. Mrs Oakley thank Mr Absolum for watering the tree.

Agricultural Insurance. – Clear Insurance have reduced the cost of the premium to £842.28. Mr Coolman requested that the Clerk remove the old mower from the insurance policy next week as it has now been sold. The Clerk will renew the policy.

Replacement Tree on the Village Green – A resident has asked why only one tree has been planted when two trees on the Village Green were felled. Mrs Oakley and Mr Burgess met with SODC Tree Officer who advised HPC that only one tree was to be planted to replace the tree that was felled that had a TPO.

Email regarding a burial plot – Mrs Oakley agreed to meet with the resident to discuss their requirements.

Notice of Public Rights – Will be displayed from 6th June 2025 – 17th July 2025.

Summer Extravaganza – Will now be held in the School and the Church so they do not need to use the Village Green.

129/25 INTERNAL AUDIT REPORT 2024/2025.

Councillors approved the Internal Audit report, the comments have been noted and action will be taken on the recommendations.

130/25 REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL.

Councillors agreed and approved the Review of Effectiveness of Internal Control.

131/25 APPROVAL OF ANNUAL GOVERNANCE STATEMENT 2024/25.

Councillors agreed and approved the Annual Governance Statement 2024/25.

132/25 STATEMENT OF ACCOUNTS AND ANNUAL RETURN (AGAR) 2024/25.

Councillors agreed and approved the Accounts and the Annual Return (AGAR) 2024/25.

133/25 UPGRADE OF VILLAGE HALL - Update.

Mr O'Brien stated that the Clerk sent an email regarding Mr Grays report to all Councillors two weeks ago but he has not received any replies to date. The report states that the biodiversity net gain is plus 10%, and we have approximately 20-25 trees to be taken down, so the requirement will be for us to plant an additional 120 trees. The redline application has been kept fairly small, and we are never going to get the replacement trees in the redline application. Mr O'Brien is waiting to hear back from Mr Gray with regards to the trees. HPC needs to decide if we are going to plant 120 trees and if so, where are they going to go.

Mr Coolman stated that if we purchase trees off site, the cost is likely to be around £40k per unit, but the amount of units required is unknown. Mr Coolman stated that the trees could be planted the north end of the Bowley Field. Mr Coolman stated that they will meet with Mr Gray and the architect to discuss in more detail. The alternative is that we leave the trees and design the car park around the trees. Mr Coolman stated that SODC had the planning application for four months before mentioning the biodiversity requirements. It can also been done with planting a flower meadow, but that will have to be maintained for 30 years. Mrs Oakley stated that it is so difficult to contact anyone in the Planning Office. Mr O'Brien stated that he has also experienced the same problem.

134/25 NEW PLAY AREA.

Mrs Oakley confirmed that the order has been placed for the new play area.

135/25 BUS SHELTER.

Councillors agreed to accept the quotation for £3000.00 to install the bus shelter. Mrs Oakley will order the new bus shelter.

136/25 MAINTENANCE AT COLLCUTT CLOSE.

Discussed and agreed in Item 128/25.

137/25 HORSPATH CRICKET CLUB SIGN & EMAIL.

Councillors approved that the sign can be installed parallel to the fence.

138/25 GOAL POSTS – MUTTON FIELD – Mr Burgess.

Councillors agreed for Mr Burgess to purchase new metal post football goals and nets at a cost of £749.99. Mrs Cook asked if nets were necessary as she is concerned about wildlife.

139/25 CYCLE SPEEDWAY – Draft Lease for signing now received.

Mr Parker has checked the detail in the lease. Councillors approved the lease to be signed by Mrs Oakley and Mrs Cook.

140/25 VILLAGE HALL AFFILIATION SERVICE. – Mr Parker.

Mr Parker has received an email from Mrs Drew but will obtain more information and costs.

141/25 DISTRICT & COUNTY COUNCILLOR REPORTS.

Mr Sam James-Lawrie – (District Councillor) – Mr James-Lawrie stated that it has been a quiet month At SODC. The Liberal Democrats & Greens ended their partnership in May so it is now just Liberal Democrat Council so a cabinet reshuffle has taken place. Oxford City Council have put in their proposal for a Unitary Council which brings Oxford City out towards Abingdon, Didcot and Wallingford, with the idea of building 300,000 houses by 2040. SODC will be putting theirs forward which will be South, Vale and West Oxfordshire.

Mrs Oakley stated that it is very difficult to contact departments in SODC including the Planning Department, and they do not return calls. Mr James-Lawrie stated that all staff are working from home and asked that the details are emailed him. Mr James-Lawrie stated that he would prefer to see people working in the offices. SODC switchboard is now being brought back in house. Mr O'Brien stated that SODC is not providing the service but residents are paying their wages.

Mr Tim Bearder – (County Councillor) – No report available.

142/25 CORRESPONDENCE.

- a. RSN. – Weekly News. – 8/5/25, 14/5/25, 21/5/25, 29/5/25. – (Circulated via email).
- b. ONPA. – Workshop 10/5/25. – (Circulated via email).
- c. NALC – Chief Executive’s Bulletin. – 8/5/25, 15/5/25, 22/5/25, 29/5/25. – (Circulated via email).
- d. Bioabundance. – Proposed Bernwood SSSI – paused. – (Circulated via email).
- e. Bioabundance. – The Death of Nature. – (Circulated via email).
- f. Bioabundance. – Easy actions for nature in law. – (Circulated via email).
- g. SODC. – Work to create accessible moorings at the river Thames at Wallingford is now complete. – (Circulated via email).
- h. Bioabundance. – Birthday bird boat on the canal. – (Circulated via email).
- i. Bioabundance. – Terry Jackson. – (Circulated via email).
- j. NALC. – Events Newsletter – 6/5/25, 13/5/25, 20/5/25. (Circulated via email).
- k. OALC. – Training opportunities & new support services. – (circulated via email).
- l. OCC. – SSEN’s Powering Communities to Net Zero fund. – (Circulated via email).
- m. SODC. – Cornerstone Arts Centre bursts with pride this June. – (Circulated via email).
- n. SODC. – Summer fun comes to Riverside. – (Circulated via email).
- o. Community First Oxfordshire. – New website launch. – (Circulated via email).
- p. East West Rail. – Non-statutory consultation update. – (Circulated via email).
- q. Sustrans. – Crossing on Oxford Road. – (Circulated via email). – **Discussed in Item 128/25.**
- r. SODC. – Let’s talk rubbish! Tell us what you think of our waste services. – **(Circulated via email).**
- s. Oxford NHS Foundation Trust. – Join us at the Health Research Showcase in Oxford. – (Circulated via email).
- t. SODC. – South News May 2025. – (Circulated via email).
- u. Community First Oxfordshire. – Community led housing events. – (Circulated via email).
- v. Morland House Surgery. – May 2025 Newsletter. – (Circulated via email).
- w. TVP. – Police & Crime Bulletin May 2025. – (Circulated via email).
- x. Open Spaces Society. – Camping confirmed on Dartmoor’s Commons. – (Circulated via email).
- y. SODC. – Reducing need for temporary accommodation part of new homelessness consultation. – (Circulated via email).
- z. ONPA. – Update. – (Circulated via email).
- aa. SODC. – Cabinet members & Chair confirmed at SODC May 2025. – (Circulated via email).
- bb. SODC. – Get active and join the excitement of half term with a free family fun day, shows & more. – (circulated via email).
- cc. Bioabundance. – Meet Bean Beanland. – (Circulated via email).
- dd. SODC. – Let’s re-think bulky waste. – (Circulated via email).
- ee. East Claydon Project Team. – Cowley to East Claydon overhead line refurbishment project. – (Circulated via email).
- ff. OXPIP. – Donation Request. – (Circulated via email). – **Councillors agreed that no donation on this occasion.**
** original held by the Clerk, copy available on request.*
displayed on Village Hall & village noticeboards.

143/25 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (8787)	15.47	92.82
BACS	Mrs Hayley Kogel	Home Office May 2025		30.00

		Stationery		49.98
BACS	Mrs Hayley Kogel	Salary 24/4/25 – 24/5/25		1563.37
BACS	Earth Anchors	2 dog bins & posts	94.00	564.00
BACS	Grahams Gas Services	Repairs to disabled toilet in Village Hall		85.00
BACS	Witney Car Electrical & Security	Mower tracker & lifetime subscription	191.34	1148.00
BACS	Outside Help	Email address fee		6.62
BACS	Mr B Surman	Installing bollards on Church Road		240.00
BACS	Mrs B Oakley	New tree for Village Green		69.99
BACS	Mrs P Cook	Plants for tubs		18.49
DD	Nest	Pension for Mrs Kogel		181.80
		TOTAL	300.81	4050.07

Bank balances as of 29.5.25 – £64,330.17

Councillors approved the following invoices:-

LJ Wilkinson – Internal Audit - £200.00

Wel Medical – Defibrillator Pads - £158.70

Mr R Burgess – Noticeboard key - £5.99

HORSPATH RECREATION CHARITY.

Paid by	To Whom Paid	Details	Total £
BACS	SSE	Power supply on Village Green	49.76
		TOTAL	49.76

144/25 RECEIPTS.

Date	Received from	Details	Total £
16.5.25	HMRC	Vat Repayment	2198.56
		TOTAL	2198.56

145/25 AOB.

- a. Mr Coolman reported that he has sold the mower and deck for £1190.00, which after selling fees will be around £1100.00. The equipment has not yet been collected or paid for.
- b. Mrs Oakley reported that the funeral for Pete Aries is on 10th June 2025 at 11am at Barton Crematorium. Mrs Oakley stated that a meter reading at the Village Hall is required on a monthly basis. Mr Hookham agreed to provide the readings.

The noticeboard doors were found to be swinging open so Mr Burgess purchased new keys.

Public:-

- c. Mrs Gray asked if it is possible could we try and keep the trees as it would be a shame to lose them.
- d. Mrs Brown thanked Councillors for bringing a close to the new Play Area.
- e. A resident asked for a timescale for the refurbishment of the Village Hall. Mr Coolman stated that hopefully it will be asap, but certainly in the next two years. Mrs Oakley stated that SODC have been in receipt of the planning application for 9 months to date.
- f. Mr Hilland volunteered to install the new goal posts & nets.
- g. Mrs Dobson reported that a motorbike was driving around the war memorial on Friday.
- h. Mr Hamlet asked if the cost of £3000 to install and £3100 to purchase the new bus shelter can be justified. Mrs Oakley stated that she has tried for several months to obtain quotations but it has not been possible. Mr

Horspath Parish Council Meeting – Tuesday 3rd June 2025 - Minutes

Hamlet stated that there are several builders in the village that could do it, and it would only take half a day, or if he is lent the machinery he would be prepared to do it. Mr Hamlet stated that this cost cannot be justified and it will mean as an Independent Advisor he will look at the costs involved on future grant applications. Mr Parker stated that he will put an advert in the next village newsletter asking tradesmen to register with the Parish Council who would be prepared to quote for different works required. Mr Burgess stated that the works will require a mini-digger, a skip, concrete, fencing, waste disposal etc.

Mr Hamlet stated that in the Parish magazine it mentions only two defibrillators in the village when there is another one located at the School. Mrs Oakley stated that HPC is only responsible for two defibrillators.

- i. A resident suggested that a notice is put on the village FB page asking for quotations for the bus shelter.
- j. A resident asked when the Village Hall is closing for the refurbishment. Mrs Oakley stated that initially bookings were closing from June 2025. It was agreed that Mrs Oakley will liaise with Natalie Oakley with regards bookings for the next two months.
- k. Mr Hilland asked when the new play area will be installed. Mrs Oakley stated that installation will start in approximately 7 weeks.
- l. A resident stated that the SODC website has been closed down. Mr James-Lawrie stated that it should have been back up running this morning.
- m. A resident asked if HPC can display planning applications. Mrs Oakley stated that she will look into this.
- n. A resident asked how often the dog bins are emptied. Mrs Oakley stated that they are emptied on a weekly basis.
- o. A resident asked who cuts the grass in the Recreation Ground. Mrs Oakley stated that the Cricket Club cut the grass and Mrs Oakley carries out the strimming.
- p. Mr Hilland suggested that the deposit amount for hiring the Village Hall is increased as some hirers leave the area in a mess. Mr Parker stated that this is in hand. Mrs Oakley passed thanks to Shauna Hilland for clearing the mess.

146/25 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 17th June 2025 (To be confirmed).

Horspath Stone Pit Charity Meeting – Date to be confirmed.

Horspath Parish Council Meeting – Tuesday 1st July 2025 at 7.30pm.

Signed.....

Date.....