

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 7th October 2025 at 7.30pm.

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

Apologies Mrs B Oakley (Chairman), Mrs H Franklin, Mr P Hookham, Mr B Igoe, Mr P O'Brien.

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

Public: 8

202/25 APOLOGIES FOR ABSENCE.

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

203/25 DECLARATION OF INTERESTS. – None.

204/25 EMERGENCY BUSINESS. – None.

205/25 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 2nd September 2025 were agreed and signed by the Vice Chairman.

206/25 MATTERS ARISING. – None.

207/25 PLANNING APPLICATIONS.

- | | |
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| P25/S2126/
FUL | 29 Manor Drive, Horspath (Full application)
Replacement self-build dwelling and detached garage workshop with associated works. (Additional information received 29 th August 2025). – Councillors agreed to recommend approval. |
| P25/S2822/
PIP | Land at Glebe Retreat, 129 Cuddesdon Road, Horspath
Erection of a minimum of 7 and a maximum of 9 residential units. – Councillors agreed to recommend refusal of this application as it is an over-development of the site. |
| 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 th April 2024 with accompanying plan, as amended by revised landscape and visual impact addendum and as clarified by applicant's response to OCC Highways comments received on 14 March 2025 and revised Archaeological Evaluation dated May 2025 rec'd 10 June 2025). As further clarified by |

Agent's cover letter dated 4 July 2025 and accompanying updated flood risk assessment and ground water monitoring documents and updated transport assessment and amended plan received 18th September 2025). - **The Parish Council does not feel any need to comment on this amendment submitted on 18th September 2025, but it maintains its objection to this proposed development of the site as a meadow burial ground for human remains on the basis that rain will inevitably enter the graves in this site which is subject to frequent surface flooding, and water polluted by pathogens from the graves will travel through the revised drainage system of swales and pipes to eventually discharge into the catchment of Northfield Brook, and lead to the unacceptable pollution of the groundwater. For the Council, this is a public health concern as much as an environmental one.**

P25/S2546/ FUL The Queens Head, Church Road, Horspath (Full Application)
Erection of two 2-bed self-build apartments 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. – **Councillors agreed to leave the decision on this application to SODC.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P25/S2282/ HH 35 Manor Drive Horspath (Householder)
Erection of single storey rear extension, enlargement of existing box dormer, addition of dormer window at front, conversion of 2 doors to windows at front. – **Granted.**

P25/S0758/ FUL 144 Gidley Way, Horspath (Full Application)
Demolition of existing dwelling. Erection of two four/five-bed detached self-build houses. Provision of private amenity space with off street parking utilising existing highway access. Provision of enclosed bin & bike stores. (Additional information received 21 July 2025 and 4 August 2025 and 10 September 2025). – **Granted.**

P25/S2126/ FUL 29 Manor Drive, Horspath (Full Application)
Replacement self-build dwelling and detached garage workshop with associated works. – **Granted.**

208/25 CLERK UPDATE.

Dog bins. – An additional dog waste bin has been installed up at the bottom of Sandy Lane.

Play Area Inspection – A quotation has been requested from ODS.

Property on Oxford Road – The items encroaching onto the Recreation ground have been removed.

Property on the Green – SODC will now investigate the fly-tipping.

Property at Manor Farm Road – The property owner has agreed to cut the overhanging branches from the tree.

Christmas Tree Collection Point – It was agreed that the collection point will be on the Village Green.

Sycamore trees on Oxford Road – It was agreed to accept the quotation to pollard the tree closest to the property as recommended by the Tree Surgeon.

Tree in Collcutt Close – Councillors accepted the quotation to cut back the tree away from the property.

SSEN – SSEN have given assurance that the residents in Gidley Way have been engaged by the Project Manager. A mutual agreement is being sought and residents have been given the opportunity to raise any concerns and receive detailed information about the works. The Project Manager is working closely with the residents to ensure all matters are addressed and resolved.

Unitary Council Reorganisation Meeting – The Clerk circulated the notes from Mrs Oakley.

20mph Speed Limits – The Clerk is waiting for OCC Highways Department to make contact.

209/25 NEW PLAY AREA. – No update available.

210/25 UPGRADE OF VILLAGE HALL – No update available.

211/25 PURCHASE OF NEW BENCHES.

Applicants of the SODC grant will not be notified until February 2026. Councillors agreed at the last meeting that HPC will purchase the benches if the grant is not successful, so as the benches are required as soon as possible, the Clerk will place the order.

212/25 SEDGEWICK INTERNATIONAL UK. – Property claim on the Green.

The Clerk circulated the report received. As some Councillors did not receive the attachment, this matter will be deferred until the next meeting. The Clerk will re-send the email and attachment, and also contact SODC Tree Officer with regards to a meeting.

213/25 BUS SHELTER. – Deferred until the next meeting.

214/25 MAINTENANCE OF ST GILES CHURCHYARD. – Quotation received.

Councillors accepted the quotation from A J Landscapes.

215/25 DISTRICT & COUNTY COUNCILLOR REPORTS. - No reports available.

216/25 CORRESPONDENCE.

- a. Cleanslate. – Donation request. – (Circulated via email). – **Councillors agreed that no donation will be made.**
- b. Morland House Surgery. – September Newsletter. – (Circulated via email).
- c. NALC. – Events Newsletter – 2/9/25, 10/9/25, 16/9/25, 23/9/25. (Circulated via email).
- d. SODC. – Remembering South & Vale’s new Waste Services number is as easy as 123. – (Circulated via email).
- e. Bioabundance. – Meet your MP and Climate talks with Lord Deben on 18/9/25. – (Circulated via email).
- f. Gambit Insurance. – Latest news for Charities and Voluntary Organisations. – (Circulated via email).
- g. Age UK Oxfordshire. – Upskill your team to support older people in Oxfordshire. – (Circulated via email).
- h. OALC. – Autumn training courses available. – (Circulated via email).
- i. OCC. – Fibre Broadband Operational Works - Weekend Support – Information for residents. – (Circulated via email).
- j. RSN. – Weekly News. – 3/9/25, 10/9/25, 17/9/25, 24/9/25, 1/10/25. – (Circulated via email).
- k. NALC – Chief Executive’s Bulletin. – 4/9/25, 11/9/25, 18/9/25, 25/9/25, 2/10/25. – (Circulated via email).
- l. Ms Ginette Camps-Walsh Chairman Beckley & Stowood Parish Council. – Invitation to Public Meeting – Local Government Reform – 7pm on 22/9/25 at Beckley Village Hall. – (Circulated via email).
- m. Matthew Barber, TVP. – My local update for you. – (Circulated via email).
- n. SODC. – Enjoy an action-packed half-term across South Oxfordshire and the Vale. – (Circulated via email).
- o. SODC. Food and warmth grant scheme launched to support residents this winter. – (Circulated via email).
- p. Simple Survey Chartered Building Surveyors. – The Party Wall etc, Act 1996. – (Circulated via email). – **The Clerk will arrange a meeting.**
- q. SODC. – Could your Community benefit from our Food & Warmth grant? – (Circulated via email).

- r. Horspath Cricket Club. – Horspath Cricket Club Plans. – (Circulated via email). – **A meeting has been arranged on 16/10/25.**
- s. SODC. – A statement on behalf of South Oxfordshire and Vale of White Horse District Councils. – (Circulated via email).
- t. SODC. – Illegal scrap metal dealer ordered to pay more than £1100.00. – (Circulated via email).
- u. SODC. - New garden waste permit scheme a big success thanks to residents’ support. – (Circulated via email).
- v. Open Spaces Society. – Celebrating our anniversary together/Introducing our new Watchdog in Essex. – (Circulated via email).
- w. Matthew Barber, TVP. – My local update for you – September 2025. – (Circulated via email).
- x. Bioabundance. – First wild summit. – (Circulated via email).
- y. SODC. – Council Chief stands down. – (Circulated via email).
- z. NALC. – We’ve opened nominations for our 2025 Governance Elections. – (Circulated via email).
- aa. SODC. – Hotel owner ordered to pay £29,000 for ignoring hygiene notices. – (Circulated via email).
- bb. SODC. – September 2025 Edition of South News. – (Circulated via email).
- cc. OALC. – September 2025 Member Update. – (Circulated via email).
- dd. OALC. – Essentials of employing people workshop 8/10/25. – (Circulated via email).
- ee. Ms Harbour. – Future development. – (Circulated via email). – **The Clerk will advise Ms Harbour that all future development plans are available to view on SODC website.**
- ff. OPFA. – AGM 20/10/25. – (Circulated via email).
- gg. Mrs Hawkeswood. – Headstone Request. – (Circulated via email). – **Councillors approved the headstone request.**
- hh. TVP. – September 2025 update from the PCC. – (Circulated via email).
- ii. Oxfordshire Mind. – Donation Request. – (Circulated via email). – **Councillors agreed that no donation will be made.**
- jj. Age UK Oxfordshire. – Free electric blanket testing in Oxfordshire. – (Circulated via email).
- kk. SSE Plc. – Are you ready for winter. – (Circulated via email).
- ll. Ginette Camps-Walsh. – Local Government Reorganisation: Greater Oxford proposal. – (Circulated via email).
- mm. Community First Oxfordshire. – AGM 6/11/25. – (Circulated via email).
- nn. SODC. – Have your say on street cleaning in your town or parish. – (Circulated via email).
*** original held by the Clerk, copy available on request.**
displayed on Village Hall & village noticeboards.

217/25 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office September 2025		30.00
		Postage & Stationery		59.08
BACS	Mrs Hayley Kogel	Salary 24/8/25 – 24/9/25		1563.37
BACS	HMRC	Employer Contributions		2356.25
BACS	Outside Help	Email address fee (7.10.25)	1.10	6.62
BACS	Nest	Pension contribution (22.9.25)		90.90
BACS	Mrs Oakley	Top soil for Play Area	13.33	80.00
BACS	Open Spaces Society	Annual Subscription		45.00
BACS	Lee Coolman	Materials & plant hire for Play Area	93.64	578.50
BACS	Playsafety Ltd	Play Area inspection		96.00

BACS	Creative Play	New Play Area		43,999.98
BACS	Creative Play	New Play Area		100,000.00
BACS	HSPC	Purchase of new mower		18,251.00
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (9355)	15.47	92.82
		TOTAL	134.28	167,249.52

Bank balances as of 2.10.25 – £75,278.09

218/25 RECEIPTS.

Date	Received from	Details	Total £
28.8.25	Mr Powell	1 x burial	500.00
5.9.25	SODC	2 nd Instalment of Precept	30,000.00
8.9.25	Barclays Bank	Interest	162.05
1.9.25	HSPC Grant	New Mower	21,901.20
1.9.25	HSPC	New Play Area	147,686.93
23.9.25	Mr R Burgess	Feast donation from Mr Pettigrove	200.00
		TOTAL	200,450.18

Mr Coolman stated that the VAT for the new mower and the play area will be re-claimed and paid back to HSPC.

219/25 AOB.

Public:-

- Mrs Hawkeswood asked if she has permission to go ahead with the headstone request. Councillors approved the request.
- Mrs Dobson passed thanks to Mr Pettigrove for leaving the village green in very good condition after the fair.
- Mr Hamlet asked if the quotation for the maintenance of the churchyard covers the whole churchyard. Mr Burgess stated that the church volunteers will continue to maintain part of the churchyard, the quotation is for the remaining area.
Mr Hamlet stated that with regards to the correspondence from Simple Survey Surveyors regarding the Party Wall Act, he doesn't want to see a wall there as it is adjacent to the conservation wildlife area. Mr Hamlet stated that HPC needs to find out the intention.
- A resident reported the very poor state of the road in Manor Drive and asked if HPC could assist with contacting OCC Highways. The residents have reported this matter to OCC Highways and on inspection have been informed several times that the road needs to be closed so that it can be resurfaced, but all residents in Manor Drive would have to agree. Mr Harris stated that the road was re-surfaced approximately 18 years ago. The Clerk will contact OCC Highways.

220/25 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st October 2025 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 4th November 2025 at 7.30pm.

Signed.....

Date.....