

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 13th January 2026 2025 at 7.30pm.

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

Public: 5

01/26 APOLOGIES FOR ABSENCE.

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

02/26 DECLARATION OF INTERESTS. - Mr Burgess declared an interest in Item 12, Nursery Building.

03/26 EMERGENCY BUSINESS. – None.

04/26 MINUTES FOR APPROVAL.

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

05/26 MATTERS ARISING. – None.

06/26 PLANNING APPLICATIONS.

- P25/S3821/ FUL** **129 Cuddesdon Road, Horspath** **(Full Application)**
Demolition of the existing dwelling and the erection of a replacement self-build dwelling with parking and amenity space. – **Councillors agreed to leave the decision to SODC.**
- P25/S3848/ LDP** **The Old Piggeries, Sandy Lane, Horspath** **(Lawful Development)**
Stationing a mobile home caravan within the garden of the property, to be used for the residential purpose as ancillary accommodation to the existing dwelling house. – **Noted.**
- P25/S3894/ LDP** **30 Butts Road, Horspath** **(Lawful Development)**
Removal of chimney from roof to ground level. – **Noted.**
- P25/S4036/ T28** **20 The Green, Horspath**
The Electronic Communications Code (Conditions & restrictions) Regulations 2003 (as amended). Regulation 5 Notice of intention to install Fixed Line Broadband Apparatus – 9M light wooden pole. – **Noted.**
- 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 17th 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 18 September 2025 and further amended by revised highway plans accompanying Agent's letter dated 7 October 2025. An additional Transport Note was submitted on 15 December. – **Councillors agreed that the recent amendment doesn't change the reasons for objecting to this planning application. The Clerk will send the letter for further objections drafted by Mr Harris.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P25/S3471/ Pony Pursuits, 11 Sandy Lane, Horspath

LDP

Use of agricultural land to graze horses, provision of a mobile shelter and erection of stock proof perimeter fence. (As clarified by fence details and emails from applicant received 20/11/25 and 9/12/25). – **Lawful development approved.**

07/26 CLERK UPDATE.

Play Area Inspection – Mrs Oakley met with ODS who will forward a quotation for the repairs.

Property on the Green – Update on fly-tipping. A formal complaint listing several issues has been received from the resident regarding the fly-tipping in the ditch behind their property. Mrs Oakley previously reported that the wall at the back of the property was removed and the bricks were left in the ditch. A neighbour witnessed this happening and asked the contractor to remove the bricks. The Clerk has written to the resident twice requesting that the bricks are removed but as this was not done it was reported to SODC. Mrs Oakley stated that HPC has not at any point mentioned the identity of the residents, and previous Minutes that have been signed and agreed, cannot be changed. Councillors agreed that the Clerk will invite the residents to attend a meeting with Councillors to discuss the complaint. Councillors also agreed that as the bricks have not yet been removed, they will be left in place until more information is available from the insurance company.

Manor Drive – The Clerk will contact OCC as the 6 potholes that were due to be repaired on 30th December 2025 have not yet been done.

Traffic Surveys – OCC can arrange for the surveys to be carried out at a cost of £190.00 per survey. The Clerk will request an independent quotation.

Low Bridge Signage – OCC has checked the signage and have confirmed that the necessary signs are in place and in good order. Some of the signs have been doubled up and are fully visible for all drivers. OCC recommends that HPC considers installing a row of bollards along the Green. Councillors agreed that they are not in favour with installing bollards.

Bus Service 46 – Oxford Bus Company has confirmed that the bus service is being reviewed but they are still not able to include a stop at Cowley Retail Park.

Gigaclear – No update available.

Highway Asset Response Team – Mrs Oakley will attend a meeting on 11th February 2026.

Installation of benches & picnic table – The benches & table have now been installed and secured in the play area. It was agreed that quotations will be sought to fit the furniture with ground anchors.

08/26 PRECEPT 2026/2027. - Councillors agreed and approved the Precept 2026/2027 at £55,000.00.

09/26 UPGRADE OF VILLAGE HALL.

Mr O'Brien reported that the hedge was cut down to the gate and the sign yesterday. Mr O'Brien met the architect last week and he has sent a drawing. The plan has condensed down the amount of trees that need to be removed. Mr O'Brien is now waiting to hear on the number of parking spaces that will be available. Mrs Oakley stated that Gun & Moore are offering free saplings of English Willow trees which could be planted along the Oxford Road to replace the trees that are taken down, and after 15 years they come and take the trees away to use the wood and replace with new saplings.

10/26 NEW BUS SHELTER.

Mrs Oakley is still waiting to receive the quotations. Mr Parker stated that he has been contacted by a contractor who has advised that plans will be required for the new bus shelter. Mrs Oakley will contact SODC Planning Department. Mr O'Brien stated that the architect working on the village hall could arrange for the plans to be drawn up.

11/26 CAPSTONE PROPERTIES LTD. – Request to plant trees.

Mrs Oakley met with the CEO of Capstone Properties to discuss the request to plant Rowan and/or Silver Birch trees on their land to form a screen from Stagecoach. Councillors agreed that there are no objections to planting the trees.

12/26 NURSERY BUILDING.

Mr Burgess reported that HPC owns the nursery porta-cabins which are now in terrible condition and HPC has some responsibility as they are our buildings. Mrs Horne, Manager of the Nursery would like a brick built building for the Nursery, and Mr Burgess suggested that HPC should encourage the Nursery to submit an application to HSPC for a grant. The Nursery is a charity and have in excess of £200,000.00 in their bank account. Mrs Cook stated that any meeting should be with the Nursery Management Committee, not just Mrs Horne. Mr Burgess stated that HSPC needs projects in mind for future use of funds. Mrs Oakley stated that the Nursery needs to obtain permission from the School, the Diocese, the River Learning Academy and OCC before HSPC could consider an application.

13/26 DISTRICT & COUNTY COUNCILLOR REPORTS. –

Report from Cllr James-Lawrie – (District Councillor) – No report available.

Cllr Bearder – (County Councillor) – No report available.

14/26 CORRESPONDENCE.

- a. SODC. – Town & Parish Newsletter Feedback Survey. – (Circulated via email).
- b. NALC. – Events Newsletter – 2/12/25, 9/12/25, 16/12/25, 23/12/25, 6/1/26. (Circulated via email).
- c. NALC. – Utility Aid – Smarter Energy Solutions. – (Circulated via email).
- d. Bioabundance. – The Councils' response to the Planning Inspectors' findings on the joint Local Plan. – (Circulated via email).
- e. Bioabundance. – Recycle your festive food waste recycling campaign. – (Circulated via email).
- f. SODC. – A call for Oxfordshire & Berkshire to be in the next wave of Strategic Authorities. – (Circulated via email).
- g. NALC – Chief Executive's Bulletin. – 4/12/25, 11/12/25, 18/12/25. – (Circulated via email).
- h. RSN. – Weekly News. – 3/12/25, 10/12/25, 17/12/25, 7/1/26. - (Circulated via email).
- i. SODC. – Thames Valley CCTV Partnership. – (Circulated via email).

- j. SODC. – Councils continue to support disabled and vulnerable through the Disabled Facilities Grant. – (Circulated via email).
- k. Bioabundance. – National Emergency Briefing – A day with your constituents. – (Circulated via email).
- l. Open Spaces Society. – November updates. – (Circulated via email).
- m. OCC. – TTRO (T17031) Temporary Road Closure – Oxford – Seacourt Lane. – (Circulated via email).
- n. Oxfordshire Mind. – Free mental health training for Councillors. – (Circulated via email).
- o. Kidlington Parish Council. – Greater Oxford Local Government Proposal. – (Circulated via email). – **Councillors agreed to support the proposal.**
- p. Shotover Preservation Society. – Winter 2025 Newsletter. – (Circulated via email).
- q. Matthew Barber TVP. – December update from the PCC. – (Circulated via email).
- r. OCC. – Experimental TRO - A40 East/London-bound layby (Forest Hill) Motor Vehicle Prohibition. – (Circulated via email).
- s. OCC. – The latest news for your communities. – (Circulated via email).
- t. OALC. – November 2025 Newsletter. – (Circulated via email).
- u. SODC. – Second round of funding for community infrastructure approved. – (Circulated via email).
- v. SODC. – December edition of South News. – (Circulated via email).
- w. Wheatley Park School. – Prizegiving Awards. – (Circulated via email). – **Councillors agreed a donation of £150.00.**
- x. Morland House Surgery. – December Newsletter. – (Circulated via email).
- y. SODC. – Art Centres in southern Oxfordshire launch new websites. – (Circulated via email).
- z. SODC. – Joint Local Plan examination hearings could continue after Government announcement. – (Circulated via email).
- aa. SODC. – Cllr Maggie Filipova-Rivers elected as new Leader at South Oxfordshire District Council. – (Circulated via email).
- bb. SODC. – A tale as old as time opens at Cornerstone Arts Centre this December. – (Circulated via email).
- cc. SODC. – New Year, new skills as free course launches in Berinsfield. – (Circulated via email).
- dd. Clear Councils Insurance. – Newsletter. – (Circulated via email).
- ee. Matthew Barber TVP. – My local update for you December 2025. – (Circulated via email).
- ff. ONH. – New NPPF just released with radical changes for planning policy and decision making. – (Circulated via email).
- gg. Open Spaces Society. – Seasons greetings. – (Circulated via email).
- hh. CPRE Oxfordshire. – Reflecting on 2025 and looking to the year ahead. – (Circulated via email).
- ii. SODC. – Council expresses frustration at further delays for Didcot GP surgery. – (Circulated via email).
- jj. SODC. – Fair treatment & cohesive motion. – (Circulated via email).
- kk. SODC. – Driver banned & fined for offering illegal taxi rides at Henley Regatta. – (Circulated via email).
- ll. SODC. – Council Leader Christmas message December 2025. – (Circulated via email).
- mm. SODC. – Council Leader calls for answers on emergency discharge from the proposed Abingdon reservoir. – (Circulated via email).
- nn. SODC. – Neighbourhood Planning Event – National changes and local support – Save the date 28th January 2026. – (Circulated via email).
- oo. SODC. – Planning Update 2025. – (Circulated via email).
- pp. TVP. – Share your views on Policing budget. – (Circulated via email).
- qq. Mr James Phillips. – Wheatley/Horspath road conditions. – (Circulated via email). – **Noted.**
- rr. Mrs A Griffith. – Formal Complaint. – (Circulated via email). – **Noted.**
- ss. OCC. – Fix-My-Street Super User for Horspath. – (Circulated via email). – **Councillors agreed that the Clerk ask Mr Hookham if he would take on this role.**

- tt. OALC. – December 2025 Newsletter. – (Circulated via email).
- uu. OCC. - The latest news for your communities. – (Circulated via email).
- vv. OCC. – Oxfordshire Street Design Code. – (Circulated via email).
- ww. SODC. – Council secure a high-quality and sustainable future for leisure facilities in uncertain times. – (Circulated via email).
- xx. NALC. – Our Chair has penned an open letter to Town & Parish Councils. – (Circulated via email).
- yy. Bioabundance. – Please object to the giant reservoir by 13th January 2026. – (Circulated via email).
- zz. Age UK Oxfordshire – Winter Appeal – Together for our neighbours. – (Circulated via email).
- aaa. Miss Hanson. – Land. – (Circulated via email). – **The Clerk will contact Miss Hanson to inform her that the land is not available.**
** original held by the Clerk, copy available on request.*
displayed on Village Hall & village noticeboards.

15/26 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office December 2025 Stationery		30.00 18.10
BACS	Mrs Hayley Kogel	Salary 24/11/25 – 24/12/25		1635.42
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (9580)	16.68	100.10
BACS	Nest	Employee pension contribution		196.60
BACS	Outside Help	Email address fee (5.12.25)	1.10	6.62
BACS	AJ Landscapes	Maintenance of churchyard Oct & Nov		240.00
BACS	Cotswold Tree Surgery	Maintenance of the tree on Oxford Road		650.00
BACS	Cotswold Tree Surgery	Maintenance of trees in Colcutt Close		450.00
BACS	Mr L Coolman	Mower Parts	1.52	9.12
BACS	Lemoneye	Web hosting & domain fee		225.00
BACS	Mr Rob Gray	Grass cut bur/grd 11/4/25 – 6/11/25 Grass cut play area 29/4/25 – 6/11/25 Mower Costs		225.00 80.00 275.93
BACS	Outside Help	Email address fee (6.1.26)	1.10	6.62
		TOTAL	£20.40	£4148.51

Bank balances as of 8.1.26 – £63,929.97

Councillors approved a payment of £84.50 to Leigh Smith for purchasing padlocks for the installation of the play area furniture.

Councillors approved for Mrs Oakley to purchase two plaques for the benches.

HORSPATH RECREATION CHARITY.

Paid By	Received from	Details	Total £
BACS	Mr Rob Gray	Grass cutting Village Green 11/4/25 – 6/11/25	1200.00
		TOTAL	1200.00

16/26 RECEIPTS.

Date	Received from	Details	Total £
8.12.25	Barclays Bank	Interest Premium Account	212.38
22.12.25	Environment Agency	Annual payment for Borehole	150.00
5.1.26	Mr C Goss	Sponsorship of a bench	432.00
		TOTAL	794.38

HORSPATH RECREATION CHARITY.

Date	Received from	Details	Total £
24.12.25	ST Properties Ltd	Quarterly rent for Chequers Inn Car Park	712.50
		TOTAL	712.50

17/26 AOB.

- a. Councillors agreed for Mr Coolman to arrange the mower service.
- b. Mr Walker asked for an order to be placed for more rock salt to be delivered to the village. Mrs Oakley passed thanks to Mr Walker for filling the salt bins and gritting areas around the village. Mrs Oakley stated that Manor Drive has 3 springs coming out which has recently made the road very icy.

Public:-

- c. Mrs Walker reported that rubbish and a mattress has been dumped at the top of Cuddesdon Road. Mrs Oakley will report to SODC.
- d. Mrs Dobson stated that the car that parks on the junction of Butts Road outside of Mrs Oakley's property is causing a danger if an emergency vehicle turns into Butts Road and a car is coming the other way. Mrs Oakley has spoken to the owner several times but he continues to park in the same place. Mr Coolman stated that there is a car that has been left in the village hall car park for some time that is taxed but does not have an MOT.

18/26 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20th January 2026 (To be confirmed).
Horspath Parish Council Meeting – Tuesday 3rd February 2026 at 7.30pm.

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