

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 5th May 2026 at 7.30pm.

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

Apologies

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

Public: 8

Mrs Oakley informed Councillors and members of the public that Mrs Shirley Woodcock sadly passed away last week. Mrs Woodcock was Chairman of Horspath Parish Council in the past and our thoughts and prayers go out to Shirley's family. A minutes silence was held to remember Shirley.

71/26 ELECTION OF CHAIRMAN.

Mrs Cook proposed that Mrs Beverley Oakley continue in this position, seconded by Mr Burgess. In Favour – Unanimous. Mrs Beverley Oakley accepted the position of Chairman.

72/26 ELECTION OF OFFICERS.

Vice Chairman – Mr Igoe proposed that Mrs Cook is elected as Vice Chairman, seconded by Mr Burgess. All Councillors voted in favour. Mrs Cook accepted the position of Vice Chairman.

Village Hall Committee – Councillors agreed that all Parish Councillors will remain on the Committee.

Feast Money Collection – Councillors agreed unanimously for Mr Burgess to continue in this position and arrange collection.

Stagecoach Sub Committee – Councillors agreed that Mr O'Brien, Mr Coolman and Mr Parker will be the representatives to carry out the annual site visits.

HR Committee – Councillors agreed that Mrs Oakley and Mrs Cook will be the representatives.

73/26 APOLOGIES FOR ABSENCE.

There were no apologies to be made. Mr James -Lawrie and Mr Bearder were absent from the meeting.

74/26 DECLARATION OF INTERESTS. - None.

75/26 EMERGENCY BUSINESS. – None.

76/26 MINUTES FOR APPROVAL. Horspath Parish Council Me

The Minutes of the Parish Council Meeting held on Tuesday 7th April 2026 were agreed and signed by the Chairman.

The Minutes of the Parish Council Workshop held on Tuesday 28th April 2026 were agreed and signed by the Chairman.

77/26 MATTERS ARISING. – None.

78/26 PLANNING APPLICATIONS. – None.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P26/S3730/ Land to the north of Oxford Road, near Horspath (Full Application)

FUL 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 2025 and a technical note in relation to drainage submitted on 4th March 2026. – **Granted.**

Councillors are concerned about the parking at the burial meadow and agreed that the Clerk will contact OCC to request that double yellow lines are installed from the burial meadow up to the entrance of the village.

79/26 CLERK UPDATE.

Play Area Inspection – Waiting for a quotation to carry out repairs.

Property on the Green – Following a meeting with the residents, a reply to the complaint has been sent but no further correspondence received from the residents. Mrs Oakley asked the residents for a copy of the insurance report that confirms the damage has been caused from subsidence, this has yet to be received.

Meeting with John Beale, OCC – Mrs Oakley and Mr O'Brien attended a meeting with Mr Beale. Mr Beale agreed to look into installing white gates at the entrance of the village, and also suggested that installing speed indicator devices would be another option. Mrs Oakley suggested that a speed indicator device could be installed opposite the village hall. Mrs Oakley stated that the speed indicator device on Cuddesdon Road is not working. Mrs Oakley stated that a resident has fixed the potholes on Manor Farm Road. The Clerk will contact John Beale for an update on the gates and the new Horspath sign. Mr Hookham suggested that the wording on the new sign should read "Horspath welcomes safe drivers – 20mph please".

Plaques for benches – The plaques have now been fitted to the benches.

SODC Tree Officer – A planning application to remove the English Oak tree has been submitted.

Blake Morgan Solicitors – Councillors agreed to the request from Andrew Miscampbell regarding the money on the client account.

Tanners Yard, Horspath – Reported to the Police who will inform Community Police Officers and the case has now been closed.

80/26 APPROVAL OF STATEMENT OF ACCOUNTS & BANK RECONCILIATION 2025/2026.

Councillors approved the accounts & bank reconciliation 2025/2026.

81/26 APPROVAL OF STATEMENT OF ACCOUNTS FOR HORSPATH RECREATION CHARITY 2025/2026.

Councillors approved the accounts for 2025/26.

82/26 UPGRADE OF VILLAGE HALL.

Mr O'Brien stated that the information on the new ruling on planning, which was expected in April is now expected in the summer but may not be until 2027. Mr O'Brien stated that Councillors may have to make a decision if details on the ruling is not received by the summer.

83/26 NEW BUS SHELTER. - Mr O'Brien stated that a planning application has been submitted to SODC.

84/26 POTHOLES.

Mrs Oakley stated that HPC cannot make a decision on fixing potholes. There are several potholes that have been reported to Fix-My-Street and have been waiting several months to be fixed. Mr Parker stated that HPC cannot fix potholes as it will be liable if there was a problem. Councillors decided against writing to OCC to request permission to fix the potholes, and will continue to report potholes to Fix-My-Street.

85/26 BURIAL GROUND REGISTER.

Mrs Oakley confirmed that the burial ground register has been reviewed and updated.

86/26 DISTRICT & COUNTY COUNCILLOR REPORTS. –

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

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

87/26 CORRESPONDENCE.

- a. East West Rail Company. – Confirmed the dates for its last route wide consultation. – (Circulated via email).
- b. RSN. – Weekly News. – 9/4/26, 15/4/26, 22/4/26, 29/4/26. - (Circulated via email).
- c. NALC – Chief Executive's Bulletin. – 9/4/26, 16/4/26, 23/4/26, 30/4/26. – (Circulated via email).
- d. SODC. – New biodiversity report reveals South Oxfordshire's natural wealth. – (Circulated via email).
- e. Breakthrough Communications. – Council Communication & Compliance Masterclasses. – (Circulated via email).
- f. East West Rail Company. – Keeping you connected - Consultation. – (Circulated via email).
- g. Gambit Insurance. – Latest news for charities. – (Circulated via email).
- h. NALC. – Events Newsletter – 7/4/26, 14/4/26, 21/4/26. (Circulated via email).
- i. SODC. – Strong turnout at successful Didcot event. – (Circulated via email).
- j. SODC. – Extra garden waste collection for permit holders this April. – (Circulated via email).
- k. OALC. – Cemetary Training coming up. – (Circulated via email).
- l. Garsington Parish Council. – Threat to School Bus Service. – (Circulated via email). – **Councillors agreed to support Garsington Parish Council and write to Freddie Mierlo MP.**
- m. OALC. – Spring Training Courses. – (Circulated via email).
- n. OALC. – Training Update April 2026. – (Circulated via email).
- O. OCC. – Help resident's access free home upgrades. – (Circulated via email).
- p. CPRE. – Double your impact for Oxfordshire's Countryside. – (Circulated via email).
- q. SODC. – Town & Parish Council Forum – 21/4/26 – Planning, Land Charges, and Mapping Systems. – (Circulated via email).
- r. Didcot Town Council. – Outdoor Services Open Day 8/7/26. – (Circulated via email).
- s. Shotover Preservation Society. – Members only event, Headington Festival and AGM. – (Circulated via email).

- t. Matthew Barber. – My Local Update for You – April 2026. – (Circulated via email).
- u. Freddie Van Mierlo MP. – Thames Water – Water Industry Act 1991 (Amendment) (Payment of fines) Bill. – (Circulated via email).
- v. Age UK. – Your vote can change lives – Vote by 30th April 2026. – (Circulated via email).
- w. OCC. – Community Transport Grants 2026/2027 – Applications invited. – (Circulated via email).
- x. SODC. – Levelling Up & Regeneration Act 2023 – Sections 98 & 99. – (Circulated via email).
- y. CPRE. – Double your impact for Oxford’s Green Belt. – (Circulated via email).
- z. Breakthrough Communications. – April 2026 Bulletin. – (Circulated via email).
- aa. SODC. – Town & Parish Council Forum – Slides, demos and recording. – (Circulated via email).
- bb. SODC. – Review of South & Vale Car Parking Orders. – (Circulated via email).
- cc. SODC. – Extra funding for our Local Wildlife sites. – (Circulated via email).
- dd. SODC. – South News April 2026. – (Circulated via email).
- ee. SODC. – Summer season preparations are underway at Riverside. – (Circulated via email).
- ff. Clear Councils Insurance. – April updates. – (Circulated via email).
- gg. Moulsoford Pavilion Management Committee. – Use of bouncy castles in your village hall. – (Circulated via email).
- hh. Parish Online. – Newsletter 66. – (Circulated via email).
- ii. Age UK Oxfordshire. – Help us to support those who need us most. – (Circulated via email).
- jj. OALC. – April 2026 Newsletter. – (Circulated via email).
- kk. OCC. – The latest news for your communities. – (Circulated via email).
- ll. OCC. – Temporary Road Closure – Wheatley, Littleworth Road & High Street. – (Circulated via email).
- mm. TVP. – April update from the PCC. – (Circulated via email).
- nn. OCC. – Temporary Road Closure – Littleworth, road through Littleworth. – (Circulated via email).
- oo. SODC. – Let’s talk rubbish 2026 – tell us what you think of our waste and street cleaning services. – (Circulated via email).
- pp. Breakthrough Communications. – What does the FOI cost limit actually mean? – (Circulated via email).
- qq. CPRE. – Big Wins, Big Plans and Big Decisions for Oxfordshire’s Countryside. – (Circulated via email).
- rr. SODC. – Stories of arrival and belonging brought to life in Artsweeks Takeover at Cornerstone. – (Circulated via email).
- ss. ONPA. – April Newsletter. – (Circulated via email).
- * original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

88/26 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office April 2026 Stationery		30.00 67.68
BACS	Mrs Hayley Kogel	Salary 24/3/26 – 24/4/26		1635.43
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (10144)	16.68	100.10
BACS	WEL Medical	Defibrillator battery & pads	54.59	327.54
BACS	Nest	Employee pension contribution 2.4.26		98.30
BACS	Tallis Amos Group	Mower service	51.38	308.26
BACS	Oxfordshire Drainage	Clearance of village hall drains	30.00	180.00
BACS	ICO	Annual payment		52.00
BACS	Horspath Recreation Charity	Donation from Mr Pettigrove for the Fair 2025		200.00

BACS	Outside Help	Email Address fee (28.4.26)	1.10	6.62
		TOTAL	£153.75	£3005.93

Bank balances as of 30.4.26 – £75,519.98

Mrs Oakley will speak to the Cricket Club with regards to an invoice received from Alan Stone for the servicing of the red tractor.

89/26 RECEIPTS.

Date	Received from	Details	Total £
17.4.26	Southern Electricity	Sub-station rent	0.50
22.4.26	HVHMC	Transfer of money owed	323.11
		TOTAL	£323.61

RECEIPTS – HORSPATH RECREATION CHARITY.

Date	Received from	Details	Total £
30.4.26	Horspath Parish Council	Donation from Mr Pettigrove for the Fair 2025	200.00
		TOTAL	£200.00

90/26 AOB.

- a. Mrs Cook stated that she will plant flowers in all of the planters this month.
- b. Mr O’Brien stated that Mr Madden has agreed to continue emptying the litter bins until the end of May and then he is unable to continue. Councillors agreed that the Clerk write to Mr Madden to thank him for his help.

Public:-

- c. Mrs Rebecca Brown asked the date of the next HSPC meeting. Mrs Oakley confirmed that it will be held on Tuesday 30th June 2026.
- d. Mrs Dobson asked if there was a reason why a self-closing gate wasn’t installed in the new play area as the gate is often open and she saw dogs in the play area yesterday. Mrs Oakley stated that there are signs in the play area stating no dogs allowed, and people have been asked to close the gate. Mrs Dobson stated that there is not a sign on the gate asking people to close the gate. Mr Peter Dobson stated that if a self-closing gate is not installed a risk assessment needs to be in place. Mrs Oakley agreed to purchase a sign stating “Please close the gate”. Mr Coolman confirmed that the gates were compliant at the time of ordering.
- e. Mr Hamlet stated that the installation of double yellow lines from outside of the running track to the entrance of the village are essential.
Mr Hamlet stated that at the APM Trustees agreed to look at the Independent Advisors for HSPC as there is usually on 2/3 that attend the meetings. Mrs Oakley stated that she will look into this but there are currently 5 Independent Advisors.
Mr Hamlet stated that at the APM Councillors agreed to carry out traffic surveys. Mr O’Brien stated that John Beale, OCC recommended that the speed surveys are deferred until the access on the planning application on Oxford Road is decided. Mr Hamlet stated that the last speed surveys were carried out around 5 years ago, and traffic has increased by 50%. It was agreed that the Clerk will contact John Beale, OCC, and inform him that residents are concerned about the volume and speed of traffic in the village and recommend that the speed surveys are carried out.
Mr Hamlet stated that Horspath village has had white gates at the entrance of the village in the past, but they were not maintained by OCC.

Mr Hamlet stated that around 30 years ago, OCC tried to charge residents in Horspath living this side of the bridge for school transport, but didn't follow it through.

- f. A resident reported the litter bin outside of the village shop is always over-flowing. Mrs Oakley confirmed that this will be reported to Biffa.
- g. A resident asked who owns the brown waste bin that is always left under the Lime tree by the village shop. Mrs Oakley stated that Biffa own the bin and they use it to collect food waste bins.

91/26 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 19th May 2026 (To be confirmed).
Horspath Parish Council Meeting – Tuesday 2nd June 2026 at 7.30pm.
Horspath Stone Pit Charity Meeting – Tuesday 30th June 2026.

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