

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 4th August at 7.30pm.

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

Apologies Mrs P Cook, Mrs H Franklin.
Absent: Mr James-Lawrie (District Councillor), Mr Tim Bearder (County Councillor).
Public: 16

138/26 APOLOGIES FOR ABSENCE.

It was resolved to accept apologies from Mrs Cook and Mrs Franklin. Mr James -Lawrie and Mr Bearder were absent from the meeting.

139/26 DECLARATION OF INTERESTS. - None.

140/26 EMERGENCY BUSINESS. – None.

141/26 MINUTES FOR APPROVAL.

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

142/26 MATTERS ARISING. – None.

143/26 PARISH COUNCILLOR VACANCY. – 2 Applications.

Following the resignation of Mr Phillip Hookham, a vacancy notice has been displayed and SODC have now confirmed that a Councillor can be co-opted onto the Council. Two applications have been received from Mr John Underdown and Ms Jacqui Brown, who both gave a brief presentation to Councillors to introduce themselves and explain why they would like to become a Councillor. Both applicants left the room while voting took place.

The vote for each applicant was split, therefore the Chairman, Mrs Oakley used her casting vote in favour of Mr John Underdown.

Mr Underdown accepted the position and signed the Declaration of Acceptance of Office and joined Councillors.

144/26 PLANNING APPLICATIONS.

- P26/S2633/ FUL The Village Hall, Oxford Road, Horspath (Full Application)**
Proposed extension to existing village hall and provision of 7 no. disabled parking spaces. – **Councillors agreed to leave the decision to SODC.**
- P26/S2630/ FUL Land to North of the Green, Horspath (Full Application)**
Erection of bus shelter adjacent to existing bus stop. – **Councillors agreed to leave the decision to SODC.**
- P26/S2622/ FUL Glebe Retreat, 129 Cuddesdon Road, Horspath (Full Application)**
Demolition of existing dwelling and the erection of nine dwellings with access, parking, amenity space and associated works (applicant pursuant to Permission in Principle (P25/S2822/PIP) for the erection of a minimum of seven and a maximum of nine residential dwellings). - **Councillors object to this application and recommend refusal on**

- the grounds that it is an over-development of the site.**
- P26/S2183/ 14 Blenheim Road, Horspath (Householder)**
HH Alterations to the dormer window and erection of a single storey rear extension. –
Councillors have no objections and recommend that this application is approved.
- P26/S2661/ 94 Gidley Way, Horspath (Householder)**
HH Two storey and single first storey extension to existing bungalow, revised highways entrance. – **Councillors have no objections and recommend that this application is approved.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

APPEAL A Land to the south of the dwellinghouse at 84 Gidley Way, Horspath

Enforcement notice issued 9/9/2021. – Breach of planning control as alleged in the notice is, without planning permission – the material change of use of the land and building identified as “Building A” from part agricultural and part builders yard to a storage use. – **Appeal dismissed and the enforcement is upheld.**

APPEAL B Land to the south of the dwellinghouse at 84 Gidley Way, Horspath

Enforcement notice issued on 9/9/2021. – Breach of planning control as alleged in the notice is, without planning permission – the undertaking of (a) the construction of a garage building (Garage 1); (b) the construction of a garage building (Garage); the construction of a carport (Carport) and the construction of a gravel surface area. – **Appeal dismissed and the enforcement is upheld.**

APPEAL C Land to the south of the dwellinghouse at 84 Gidley Way, Horspath

Enforcement notice issued on 9/9/2021. – Breach of planning control as alleged in the notice is, without planning permission the material change of use of part of a builders yard to a dwelling house (known as Robins Nest) including the partial redevelopment and conversion of a building. – **Appeal dismissed and the enforcement is upheld.**

APPEAL D Land to the south of the dwellinghouse at 84 Gidley Way, Horspath

Enforcement notice issued on 9/9/2021. – Breach of planning control as alleged in the notice is, without Permission, the redevelopment and material change of use of a building from use as a builders yard to use as an office. – **Appeal is allowed and planning permission is granted in the terms set out in the formal decision.**

145/26 CLERK UPDATE.

Play Area Inspection – Waiting for the inspection report from Playsafety.

SODC Tree Officer – The Clerk circulated the decision notice from SODC. No further guidance has been provided by Clear Councils Insurance.

John Beale, OCC – Mrs Oakley stated that the recently installed white gates at the top of Cuddesdon Road are in need of repair. The Clerk is waiting for a reply from Jon Beale.

Property on the Green – A further letter has been sent to the residents, which has been acknowledged. Mrs Oakley reported that the bricks have still not been removed from next to the cricket pitch. Councillors agreed that this matter is passed to a solicitor to bring this matter to a close.

Lime Tree – Village Green – Update from SODC Planning Dept. Councillors agreed for the Clerk to obtain a quotation to carry out the authorised works.

Sandy Lane – A letter has been sent to the Freedom Group regarding the use of Sandy Lane.

Horspath Feast Dates – Suggested dates 14th & 15th September 2026. Mr Coolman stated that the Fair only ever used to be for one day but since covid it has been extended to two days. Councillors agreed that the preference would be for the Fair to be for one day this year, being 14th September 2026, and inform Mr Pettigrove that the ride near the village shop must not block the road. The Clerk will inform Mr Pettigrove.

Parking at Gateley – The Clerk circulated an email from Cllr Bearder regarding the parking at Gateley. Mr Igoe stated that as a resident at Gateley he had not been contacted by Cllr Bearder. Mr Igoe stated that there is a blue 61 plate van parked at Gateley that has been sorned, along with another van that is taxed and mot'd, a white Nissan car and a Vivaro van, also taxed and mot'd. These will be reported to SODC.

Conservation Area – The Clerk circulated the email received from Mr Harris regarding maintenance in the conservation area. It was agreed that this will be an Agenda item in September.

Horspath Cricket Club – An invoice for payment for grass cutting has been received.

146/26 EXTERNAL AUDIT 2025/26. – Deferred as not yet received.

147/26 CLERKS APPRAISAL.

Mrs Oakley and Mrs Cook met with the Clerk on 23/7/26 to carry out the annual appraisal. Mrs Oakley asked Councillors to ensure that they reply to emails sent by the Clerk. Mrs Oakley and Mrs Cook also agreed that HPC will cover any costs for future training if required. Mrs Oakley stated that the files in the Dr's room will also be sorted. The Clerk reported at the appraisal that she currently uses her own personal computer which needs to be replaced. Councillors agreed that the Clerk purchase the computer at a cost of £1070.00 and around £70.00 for a printer which will be funded by HPC. Councillors agreed that the Clerk is authorised to use the computer for personal use.

148/26 UPGRADE OF VILLAGE HALL.

Mr O'Brien reported that the planning application for the village hall was validated on 29/6/26, and we should be notified of the decision by the end of September.

149/26 NEW BUS SHELTER.

Mr O'Brien reported that the planning application for the village hall was validated on 29/6/26, and we should be notified of the decision by the end of September.

150/26 DISTRICT & COUNTY COUNCILLOR REPORTS. –

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

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

151/26 CORRESPONDENCE.

- a. NALC. – Star Council Awards 2026. – (Circulated via email).
- b. Friends of Littleworth Nature Reserve. – Littleworth Nature Reserve. – (Circulated via email).
- c. NALC – Chief Executive's Bulletin. – 9/7/26, 16/7/26, 23/7/26, 30/7/26. – (Circulated via email).
- d. Headteacher, Horspath School. – Horspath School parent cars. – (Circulated via email).
- e. Home-Start Oxford. – AGM 29/9/26. – (Circulated via email).
- f. NALC. – Events. – 7/7/26, 14/7/26, 21/7/26. - (Circulated via email).
- g. Age UK Oxfordshire. – Our latest issue of Eng-age magazine. – (Circulated via email).
- h. OCC. – Winter Preparedness 2026/27. – (Circulated via email). – **It was agreed that the Clerk order 72 bags of salt.**
- i. SODC. – Free and low cost family fun all summer long. – (Circulated via email).
- j. SODC. – SO Charitable Lottery raises more than £52,000 for good causes. – (Circulated via email).
- k. RSN. – Weekly News. – 8/7/26, 15/7/26, 22/7/26, 30/7/26. - (Circulated via email).
- l. Breakthrough Communications. – New requirements for handling data protection complaints. – (Circulated via email).
- m. SODC. – Thames Water request – support with water usage during hot weather. – (Circulated via email).

- n. ONPA. – Online meeting 21/7/26 with Neale Coleman – Chair of the Oxfordshire Growth Commission. – (Circulated via email).
- o. OALC. – July 2026 Update. – (Circulated via email).
- p. SODC. – Land charge system to launch on 13/7/26 following major upgrade. – (Circulated via email).
- q. SODC. – Over £1 million funding boost for Didcot Broadway Council homes. – (Circulated via email).
- r. SODC. – Cheers to South Ox’shire pubs as extra 15% rates relief is confirmed. – (Circulated via email).
- s. Community First Oxfordshire. – New support programme. – (Circulated via email).
- t. SODC – Local Government Reorganisation (LGR) Government announcement. – (Circulated via email).
- u. SODC. – Government confirms three new unitary Councils for Oxfordshire and West Berkshire in 2028. – (Circulated via email). – **Noted.**
- v. Morland House Surgery. – July 2026 newsletter. – (Circulated via email).
- w. Cllr Tim Bearder. – Government confirms Greater Oxford proposal. – (Circulated via email).
- x. Oxford City Council. – Oxford Local Plan 2045 – Statement of Submission. – (Circulated via email).
- y. Ms Street. – Email – Impending changes to Horspath Ward. – (Circulated via email). – **Noted.**
- z. Cllr Camps-Walsh, Beckley & Stowood Parish Council. – Government confirms: Three new Councils for Oxfordshire and West Berkshire from 2028. – (Circulated via email).
- aa. OCC. – The latest news for your communities 16/7/26, 30/7/26. – (Circulated via email).
- bb. OCC. – TTRO (18445) Temporary Road Closure 29/9/26 – 30/9/26 – St Clements Street Oxford. – (Circulated via email).
- cc. Ms Rowell. – Copy of letters sent regarding the use of Sandy Lane bridleway, Horspath and Green Belt concerns. – (Circulated via email). – **Noted. Mr Parker stated that it is a very good letter and it has also been published in the village magazine.**
- dd. Mr Cumine. – Email regarding planting of replacement tree. – (Circulated via email). – **Mrs Oakley reported that the tree that was planted died and a replacement tree will be planted in Jan/Feb 2027.**
- ee. Ginette Camps-Walsh, Chair of Beckley & Stowood PC. – 3 Council/Greater Oxford. – (Circulated via email). – **Councillors agreed to add HPC in support of the letter.**
- ff. OALC. – July update for Members. – (Circulated via email).
- gg. Matthew Barber TVP. – My update for you July 2026. – (Circulated via email).
- hh. SODC. – Councils reaffirm commitment to be welcoming and inclusive organisations for all. – (Circulated via email).
- ii. CPRE. – July 2026 News. – (Circulated via email).
- jj. Community First Oxfordshire. – July 2026 newsletter. – (Circulated via email).
- kk. OCC. – Heat, Health & Climate Anxiety Community Workshop 6/8/26. – (Circulated via email).
- ll. NALC. – Star Council Awards 2026/27. – (Circulated via email).
- mm. Age UK Oxfordshire. – Help someone 50+ thrive in their community. – (Circulated via email).
- nn. Ms Atkins. – Email regarding parking at Gateley. – (Circulated via email). – **Noted.**
- oo. Mr David Ward. – Email from Horspath Cricket Club. – (Circulated via email). – **Mrs Oakley stated that HSPC agreed a grant in principle subject to approval of the site plan from HPC. The Clerk has circulated a site plan today to all Councillors. The score shed will be sited in between the end of the village hall and the scout hut. Mr O’Brien stated that the disabled parking might conflict with their site plan. Mr Hilland stated that the disabled parking will not be affected. Mr Ward stated that their plans can be altered and nets be reinstalled to protect any parked cars. It was agreed that no decision will be made until planning permission has been granted.**
- pp. Breakthrough Communications. – Do you have elections next year? – (Circulated via email).
- qq. SODC. – Council Leader urges Government’s Oxford Growth Commission to put communities first. – (Circulated via email).

** original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

152/26 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office July 2026		30.00
BACS	Mrs Hayley Kogel	Salary 24/6/26 – 24/7/26+ holiday pay		3552.70
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (10539)	20.80	124.80
BACS	HMRC	Employer Contributions (additional payment)		458.00
BACS	AJ Landscapes	Maintenance of St Giles Churchyard July		120.00
BACS	Mr B Surman	Cut back trees under the bridge Cut back hedges & trees in Collcutt Close		120.00 175.00
BACS	Mrs Beverley Oakley	4 x copies of village scrapbook		105.00
BACS	A J Young	Maintenance St Giles churchyard April		120.00
BACS	Nest	Employee pension contribution 10.7.26		98.28
BACS	Mrs Beverley Oakley	Engraving plaques for benches		35.40
BACS	Outside Help	Email Address fee (27.7.26)	1.36	8.16
		TOTAL	22.16	£4,947.34

Bank balances as of 30.7.26 – £90,057.42

Councillors approved the payment of £2380.00 to Horspath Cricket Club for grass cutting. Mr Ward stated that they have been unable to cut the grass in the old play area as there is too much concrete on the site. Mr Ward confirmed that they have also cut the grass in the new play area as requested but asked for clarification on which play area requires grass cutting in the future.

153/26 RECEIPTS. – None.

154/26 AOB.

- a. Mrs Oakley reported that the Cricket Club are holding a charity day for Mind on 30th August 2026 and need permission from HPC for the use of collection tins. Councillors approved this request. Mrs Oakley will be holding an afternoon tea on 19th August 2026 in the village hall to raise money for Breast Cancer. OCC has confirmed that they will be investigating the blocked drains/gullies on Cuddesdon Road and Manor Farm Road. The noticeboard in the burial ground has been repaired by Mr Brooks and a fly-tipping notice has been displayed on Cuddesdon Road. Mrs Oakley has asked Mr Surman to provide a quotation to repair the wall in the burial ground.

Public:-

- b. Mr Simmonds reported that residents of Oxford Road have been notified of the planning application for the village hall. The residents are not against it but they do not want loud music late at night every day of the week, which has happened several times recently. Mr Simmonds requested an 11pm cut off for hirers. Mrs Oakley stated that the rule is for functions to stop at 11pm and the hirers be out of the village hall by

midnight. Mrs Oakley stated that there will be a caretaker in place when the village hall refurbishment has been completed.

- c. A resident reported that people are also using the village hall car park to deal drugs late at night. Mrs Oakley stated that this needs to be reported to the Police. Mr Coolman stated that HPC is intending on having CCTV cameras in place when the village hall refurbishment has been completed.
- d. A resident asked if parking will be increased at the village hall, and will people be stopped from parking overnight in the car park. Mrs Oakley stated that there will not be a problem with parking, and if cars are taxed and mot'd there is nothing the Parish Council can do to stop people parking. Mr O'Brien stated that HPC is mindful of the concerns raised by residents and further discussions will take place at a later date.
- e. A resident asked if there is any update with the chicane on Oxford Road. Mrs Oakley stated that Mr Jon Beale, OCC has advised that HPC should wait until there is more information available on the entrance to the planning application on Oxford Road.
- f. A resident asked for more information on Item Y in Correspondence. Mrs Oakley stated that the Government has confirmed three new Unitary Councils from 2028 and Horspath will be part of Greater Oxford. With Oxford United, the athletics track and the new burial meadow in place, this means that they will not be building along Horspath/Oxford Road.
- g. A resident stated that the bricks that have been left on the edge of the cricket field for almost 12 months. Mrs Oakley agreed and stated that HPC are now passing the matter on to a solicitor.
- h. A resident asked for an update on the tree on the village green that has damaged their property. It was agreed that the Clerk will request an update from the insurance company.
- i. A resident confirmed that the overhanging branches at Rose Cottage have now been cut back.
- j. Mr Hamlet stated that the grant from HSPC to the Cricket Club for a scoring shed was only provisionally agreed at the HSPC meeting. Mr Parker stated that it was agreed in principle subject to approval of their site plan, and once HPC has approved the site plan, the grant can be paid.
Mr Hamlet stated that the refurbishment of the village hall should take priority and no decisions should be made regarding the site plan until the project has been completed.
Mr Hamlet reported that the street light on College Way was fixed but now it's not working. Mrs Oakley stated that the electricity company was changing bulbs yesterday.
Mr Hamlet asked to be informed of the date when OCC come to investigate the drains at Manor Farm Road as the section outside of his property are broken.
- k. Mr Hilland asked for more information on Item D in Correspondence. Mrs Oakley stated that this is regarding people parking in front of the school and the Headteacher needs to make contact with the parents who are dropping off/collecting children from school.
- l. Mr Ward asked if the Cricket Club can send an invoice for cutting the grass in the new play area. Mrs Oakley stated that he can submit an invoice.

155/26 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 18th August 2026 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 1st September 2026 at 7.30pm.

Signed.....

Date.....