

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held at Horspath Village Hall
on 6th October at 7.30pm.

Present: Mrs B Oakley (Chairman), Mr R Burgess, Mrs P Cook, Mr L Coolman, Mrs H Franklin, Mr P O'Brien, Mr E Parker, Mr J Underdown, Mrs H Kogel (Clerk).

Apologies Mr I Harris, Mr B Igoe, Mr G Walker.

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

Public: 7

179/26 APOLOGIES FOR ABSENCE.

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

180/26 DECLARATION OF INTERESTS. - None.

181/26 EMERGENCY BUSINESS. – None.

182/26 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on Tuesday 1st September 2026 were agreed and signed by the Chairman.

The Minutes of the Parish Council Planning Meeting held on Wednesday 30th September 2026 were agreed and signed by the Chairman.

183/26 MATTERS ARISING. – None.

184/26 PLANNING APPLICATIONS.

- | | | |
|--------------------------------|--|----------------------|
| P26/S3678/
HH | 21 Manor Drive, Horspath
Part conversion of the existing garage, replacement of the garage doors and raising of the existing garage roof. – Councillors have no strong views and leave the decision to SODC. | (Householder) |
| P26/S4007/
HH | 5 Blenheim Road, Horspath
Demolition of existing rear extension, hip to gable roof extension with infill “box” roof to valley to allow loft conversion. Rear two storey extension, single storey side extension and modification to front elevation at ground floor level. – Councillors have no strong views and leave the decision to SODC. | (Householder) |

PLANNING PERMISSIONS/REFUSALS/APPEALS. – None.

185/26 CLERK UPDATE.

SODC Tree Officer – No further correspondence has been received from the insurance company.

John Beale, OCC – Councillors agreed to go ahead with the 3 surveys at a cost of £190.00 per survey.

Property on the Green – A further letter is being drafted. Councillors agreed to also send an invoice for the removal of the bricks.

Lime Tree – Village Green – The Clerk has instructed Cotswold Tree Surgery to go ahead.

Sandy Lane – The Clerk circulated the update received from Cllr Tim Bearder.

Horspath Cricket Club – The picnic benches have now been removed.

SODC Enforcement Team – The Clerk circulated an update on the recently reported possible breach of planning control at the Old Piggeries, Sandy Lane.

Top Play Area Inspection Report – A copy of the inspection report was circulated to all Councillors. The report highlights that several repairs are required. Mrs Oakley suggested that the play equipment is removed and replaced with new adult gym equipment. Mrs Oakley will obtain quotations for the new equipment. Councillors are in favour of the suggestion and will discuss further at the next meeting.

Interment Request – Councillors approved the interment request for 16/10/26. Mr Underdown asked if HPC will waive the fee as this is for an ex Councillor/Chairman. Mrs Oakley stated that this has not happened before.

Mrs Dobson – Mrs Oakley read the email received today from Mrs Dobson, requesting that HPC write to Mr Pettigrove to thank him for the impeccable way in which the village green was left following the fair and for providing welfare facilities for the public. Councillors agreed that the Clerk write to Mr Pettigrove.

Southern Electric – The invoice has been paid. Councillors agreed that this is part of the grant that was awarded from HSPC. Mr O'Brien will request a copy of the invoice and then the Clerk will transfer the money from HSPC to HPC.

186/26 INCOME & EXPENDITURE V BUDGET & BANK RECONCILIATION. – The Clerk circulated an up to date Income & Expenditure v Budget & bank reconciliation. This document was approved and signed by the Chairman.

187/26 EXTERNAL AUDIT 2025/26.

The external audit has now been completed and a copy of the report circulated to all Councillors. The following points were raised:-

Monitoring actual v budget performance & bank reconciliations. – This will be provided on a quarterly basis in future.

Review of Risk Assessments. – To be carried out annually in future rather than every two years as previously advised.

188/26 WILDLIFE CONSERVATION AREA.

Following the email from Mr Harris, Mr Burgess reported that the footpath inside the gate is in need of repair as it is an uneven surface. Mr Surman has agreed to carry out the work. Mrs Oakley reported that Mr Judges has cut back all of the nettles. Councillors requested that the Clerk update Mr Harris.

189/26 UPGRADE OF VILLAGE HALL.

Mr O'Brien reported that the architect has agreed an extension of time with the Planning Officer at SODC until 20/10/26.

190/26 NEW BUS SHELTER.

The architect has advised that planning permission has been granted, although SODC has not notified the Clerk. Mr Coolman & Mr O'Brien will obtain quotations for the bus shelter.

191/26 GRASS CUTTING RECREATION GROUND.

Mrs Oakley reported that the three companies that were contacted have all stated that they are not taking on any new work.

192/26 DISTRICT & COUNTY COUNCILLOR REPORTS. –

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

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

193/26 CORRESPONDENCE.

- a. Morland House Surgery. – September newsletter. – (Circulated via email).
- b. OCC. – Stoptover 2026 – and funding available for your community. – (Circulated via email).
- c. Cleanslate. – Funding to request support trauma informed Counselling & Recovery Services. – (Circulated via email). – **Councillors agreed no donation on this occasion.**
- d. SODC. – Check it before you chuck it. – (Circulated via email).
- e. SODC. – Follow up to National Scheme of Delegation event. – (Circulated via email).
- f. Bioabundance. – Twin-tracked Development Planning. – (Circulated via email).
- g. SODC. – Local Government Reorganisation (LGR) update. – (Circulated via email).
- h. NALC – Chief Executive’s Bulletin. – 3/9/26, 10/9/26, 17/9/26, 24/9/26, 1/10/26. – (Circulated via email).
- i. RSN. – Weekly News. – 4/9/26, 9/9/26, 16/9/26, 29/9/26, 1/10/26. – (Circulated via email).
- j. Breakthrough Communications. – September 2026 bulletin. – (Circulated via email).
- k. CPRE. – Celebrating the countryside that connects us. – (Circulated via email).
- l. Lemoneye. – Suspicious emails – A notice to our customers. – (Circulated via email).
- m. Bioabundance. – Joint Local Plan 2 – Bioabundance draft. – (Circulated via email).
- n. NALC. – Events. – 1/9/26, 9/9/26, 15/9/26, 22/9/26 – (Circulated via email).
- o. SODC. – Council Leader demands answers over excessive vehicle noise and anti-social driving. – (Circulated via email).
- p. NALC. – Star Council Awards 2026/27 – Climate response of the year. – (Circulated via email).
- q. SODC. – Report details lessons learnt from Land Charges system delay. – (Circulated via email).
- r. SODC. – We’d like your views on the Joint Local Plan 2045. – (Circulated via email). – **Mrs Oakley sent a reply.**
- s. SODC – Consultation on Councils’ second Joint Local Plan launched. – (Circulated via email). – **Noted.**
- t. Community First Oxfordshire. – AGM 8/10/26. – (Circulated via email).
- u. SODC. – Statement on Local Government Reorganisation (LGR) announcement. – (Circulated via email). – **Noted.**
- v. SODC. – New signage to boost walking, cycling and connectivity across Didcot. – (Circulated via email).
- w. SODC. – Residents urged to prevent waste before it starts during Zero Waste Week. – (Circulated via email).
- x. NALC. – Clear Councils Insurance – Specialist insurance support for Parish & Town Councils. – (Circulated via email).
- y. SODC. – Focusing on the future of Didcot & surrounding areas. – (Circulated via email).
- z. SODC. – Helping you navigate energy market uncertainty. – (Circulated via email).
- aa. CPRE. – Help us protect Oxfordshire’s Countryside for the next 100 years. – (Circulated via email).
- bb. SODC. – Don’t lose your vote – residents urged to respond to voter registration email. – (Circulated via email).
- cc. SODC. – New campaign encourages residents to Waste Less and to create Cleaner, Better places. – (Circulated via email).
- dd. Clear Councils Insurance. – Important notice for our customers. – (Circulated via email).
- ee. SODC. – New £100k grant to help communities tackle climate change and support nature recovery. – (Circulated via email).
- ff. NALC. – Utility Aid – Collective buying that gives Parish & Town Councils more buying power. – (Circulated via email).
- gg. Meeting Place. – Join SSSEN & OCU Group. – Oxfordshire Webinar 23/9/26. – (Circulated via email).

- hh. Age UK. – Free training to help your team support older people in Oxfordshire. – (Circulated via email).
- ii. Mr Maier.- Email regarding War Memorial Flag. – (Circulated via email). – **Councillors agreed to purchase a new flag and accepted a quotation of £116.95.**
- jj. TVERC. – Noticing Nature Bat Walk 23/9/26. – (Circulated via email).
- kk. Office of the Police & Crime Commissioner. – Community Fund is open. – (Circulated via email).
- ll. OCC. – The latest news for your communities 10/9/26, 14/9/26, 24/9/26, 28/9/26. – (Circulated via email).
- mm. OCC. – Request for feedback on 20mph schemes – South Oxfordshire. – (Circulated via email). – **Councillors views are that 20mph speed limits have not made any difference around the village.**
- nn. Lemoneye. – Compliance check for your website. – (Circulated via email).
- oo. Cllr Camps-Walsh, Beckley & Stowood Parish Council. – Examination of Oxford Local Plan 2045. – (Circulated via email). – **Noted.**
- pp. OALC. – Training update for Member Councils. – (Circulated via email).
- qq. NALC. – Star Council Awards 2026/27. – (Circulated via email).
- rr. Oxford City Council. – Notice of hearing dates for the Oxford Local Plan 2045. – (Circulated via email).
- ss. Mr & Mrs Adams. – Email regarding Sandy Lane. – (Circulated via email). – **No reply has been received from Freedom to date. It was agreed that the Clerk will write to Freedom again. Councillors agreed to submit a request to OCC that a weight restriction sign is erected on Sandy Lane. Mr O’Brien stated that it is unlikely that Freedom will be finished at the site by January 2027. Mrs Cook reported that the landowner has stated that planning permission is not required as it is being used by a utility company. Councillors agreed that the Clerk will also write to Cllr Tim Bearder to inform him that environmental damage is being caused to the bat tunnel.**
- tt. OALC. – August update for Members. – (Circulated via email).
- uu. SODC. – Councils work towards stronger community connections. – (Circulated via email).
- vv. SODC. – Keeping your communities clean. – (Circulated via email).
- ww. Matthew Barber, TVP. – My update for you – September 2026. – (Circulated via email).
- xx. Bioabundance. – JLP2 Response. – (Circulated via email).
- yy. Bioabundance. – Community Interest Company response to JLP2 Scoping Consultation. – (Circulated via email).
- zz. Bioabundance. – Please comment on JLP2. – (Circulated via email).
- aaa. SODC. – Community Grants Newsletter – September 2026. – (Circulated via email).
- bbb. SODC. – Councils reluctantly approve constitution changes for new planning process. – (Circulated via email).
- ccc. The Maple Tree. – Annual Report and donation request. – (Circulated via email). – **Councillors agreed no donation on this occasion.**
- ddd. OCC. – Community Resilience Workshops. – (Circulated via email).
- eee. OALC. – Parish & Town Council Finance Day 22/10/26. – (Circulated via email).
- fff. Lemoneye. – Review of websites. – (Circulated via email).
- ggg. OCC. – Message from Oxon4Buses: OxBus 2040. – (Circulated via email). – **Mrs Oakley stated that the bus service is very good in general apart from not including a stop to the Retail Park.**
- hhh. Breakthrough Communications. – Events Bulletin. – (Circulated via email).
- iii. SODC. – Christmas Tree collections. – (Circulated via email). – **The Clerk has registered for a collection point.**
- jjj. ONH. – Planning’s new rules, new rights and new funding – Here’s what to plan for. – (Circulated via email).
- kkk. Clear Councils Insurance. – Important notice for our customers. – (Circulated via email).
- lll. Open Spaces Society. – September updates. – (Circulated via email).

mmm. OALC. – September Update for Members. – (Circulated via email).

nnn. Age Uk Oxfordshire. – Helping older people discover what’s on their doorstep. – (Circulated via email).

ooo. OPFA. – AGM 21/10/26. – (Circulated via email).

*** original held by the Clerk, copy available on request.**

displayed on village website & noticeboards.

194/26 PAYMENTS.

Paid by	To Whom Paid	Details	Vat	Total £
BACS	Mrs Hayley Kogel	Home Office September 2026		30.00
BACS	Mrs Hayley Kogel	Salary 24/8/26 – 24/9/26		1635.23
BACS	Shield Maintenance	Emptying Dog Hygiene Bins (10802)	20.80	124.80
BACS	Playsafety Ltd	Inspection of Top Play Area	16.60	99.60
	AJ Landscapes	Maintenance of St Giles Churchyard August		120.00
BACS	O’Brien Interiors Ltd	Removal & disposal of old play area	840.00	5040.00
BACS	Moore	External Audit Fees	126.00	756.00
BACS	Southern Electric	Move electricity cables for village hall		34,444.31
BACS	Nest	Employee pension contribution 10.9.26		98.28
BACS	Outside Help	Email Address fee (5.10.26)	1.30	7.78
		TOTAL	1,004.70	42,356.00

Bank balances as of 1.10.26 – £44,231.28

Councillors approved payments for £85.79 for compost & flowers and £24.00 for a tractor tyre.

195/26 RECEIPTS.

Date	Received from	Details	Total £
3.9.26	SODC	2 nd Instalment of Precept	27,500.00
7.9.26	Barclays Bank	Interest	229.74
		TOTAL	£27,729.74

HORSPATH RECREATION CHARITY

Date	Received from	Details	Total £
15.9.26	S & L Amusements	Fair donation	200.00
		TOTAL	200.00

196/26 AOB.

- Mr Parker reported that the Cricket Club have reported that the taps in the toilets still need fixing. Mr O’Brien will arrange for a plumber to carry out the repairs.
- Mr O’Brien stated that the M&E survey in the village hall needs to be carried out so will carry out the repairs to the taps at the same time.
- Mr Coolman requested permission to purchase a trickle charger for the mower. Councillors approved this request.
- Mrs Franklin reported that the residents of Rose Cottage have cut back overgrowing branches from the side over the path but have not cut back the branches over the memorial bench. The Clerk will write to the resident to request that this is done as soon as possible.

- e. Mrs Oakley reported that around two months ago a car knocked over two concrete bollards on the village green as well as damaging the fence belonging to the garage. Mr Coolman stated that this should be part of the insurance claim. Mr O'Brien will inspect the bollards.

Public:-

- c. Mrs Walker reported that OCC emptied some of the storm drains in the area but not the ones close to her property. The lorry got stuck and had to empty all of the water so when it rains the drains will block again. Mrs Oakley reported that the drains have all been reported and OCC have stated that they have all been fixed, but Manor Drive, Butts Road and Church Road are all still blocked. Mrs Oakley will check the drains and report to FixMyStreet again.
Mrs Walker stated that the traffic during the Fair was much better this year but requested a sign is put up next year by the chicane warning motorists to slow down.
- d. A resident stated that there are comments on the planning application for the village hall and asked what are the proposals for implementing a 11pm curfew. Mrs Oakley stated that a security company will attend the village hall to manage up to 6 people authorised to clean the hall for 1 hour and then they will be required to leave. Mr Parker stated that events will be finished by 11pm and an additional hour is permitted to clean the hall, and there is a new price structure in place to cover this cost.
- e. A resident thanked Mrs Cook for the planting during the summer. Mrs Cook stated that it was actually Mrs Oakley who carried out the planting.
- f. A resident asked about parking after the village hall redevelopment has been completed as there are people parking on the grass verges. Mrs Oakley stated that after the refurbishment the maximum capacity will still be 250 people. There have been some events where most of the cars were parked up on the second cricket pitch.
- g. Mr Parker stated that the cracks in his house are getting bigger. Mrs Oakley stated that the Clerk will write to the insurance company again.

197/26 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20th October 2026 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 3rd November 2026 at 7.30pm.

Signed.....

Date.....