

HORSPATH PARISH COUNCIL  
**Minutes of the Parish Council Meeting held on 9<sup>th</sup> January 2018**  
**At 8pm in HORSPATH VILLAGE HALL.**

**Present:** Mr K Brooks, Mr D Burgess, Mr J Dobson, Mr P Dobson (Chairman), Mr P Ewart, Mr M Harris, Mr D Horsley, Mrs B Oakley, Mrs H Palmer, Mrs H Kogel (Clerk), Dr. K Johnson (County Councillor), Mrs E Gillespie (District Councillor).

**Apologies**

**Absent:**

**Public:** 14

**01/18 APOLOGIES FOR ABSENCE** – There were no apologies to be made.

**02/18 DECLARATION OF INTEREST** – None.

**03/18 EMERGENCY BUSINESS.**

Mr Peter Dobson wished all Councillors and members of the public a happy new year and passed thanks to all volunteers who helped put the Christmas tree up and take it down last weekend. Councillors agreed that the Clerk write to Mr Pettigrove to thank him for donating the tree.

Mr Peter Dobson reported that there have been two occasions over the last few weeks where trees have fallen due to the bad weather and emergency work has been carried out by Mr James Prior. The costs have been for £600.00 and £250.00. Mr Harris stated that Mr Prior acted very quickly on both occasions.

Mr Peter Dobson agreed for Mrs Purse to give a short presentation on the Maple Tree Children's Centre:- Mrs Purse explained that last year funding for the Centre was stopped by OCC. In July last year the Maple Tree became a recognized Trust. It now has three part time staff and is open daily and an extra grant has been received for the Centre to open on Saturdays as a trial for fathers and working parents to attend. Mrs Purse stated that between 25-55% of people using this facility are people living outside of Wheatley. The Maple Tree Centre does get a grant from OCC but from 2018/19 the Centre has to start paying rent so they are approaching other organisations and Parish Councils for donations. The premises are hired out for parties etc, and a small charge is made to parents for attending the Centre to help with the costs. The main funding for the Centre is Wheatley Parish Council. Mrs Purse asked if Horspath Parish Council would consider a donation towards the Centre and invited all Councillors to the grand opening on Thursday 11<sup>th</sup> January 2018 at 10.45am. Mr Peter Dobson asked Mrs Purse if the Centre is receiving a reasonable grant from OCC. Mrs Purse stated that OCC has agreed a grant for the next two years but this will only cover the rent of the building. Mrs Purse stated that they are hoping to receive another grant for Saturday opening as well as other grants.

**04/18 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 5<sup>th</sup> December 2017 were agreed as correct and signed by the Chairman.

The Minutes of the Planning Application Meeting held on 19<sup>th</sup> December 2017 were agreed as correct and signed by the Chairman.

**05/18 MATTERS ARISING.**

**203/17 Stagecoach Site Visit** – Mr Harris asked if a date had been arranged for the site visit to be carried out. Mr Peter Dobson stated that we need to give Stagecoach some dates that we can attend. Mr Harris has emailed some dates to the Clerk that he is available to attend. Mr Harris stated that the site visit should be arranged just after lunch so that there is time to carry out the inspection before it gets dark. The Clerk will reply to Stagecoach.

**204/17 Oxford-Cambridge Expressway** – Mr Harris reported that he has attended a couple of meetings, in Milton Keynes and in Cuddesdon with the Ox-Cam Expressway Stakeholder Engagement Team representing Highways England (for the Department of Transport) and Jacobs. Mr Harris stated that the plan is to build over one million houses along the full length of the Expressway from Oxford to Cambridge, which would be a modern dual carriageway, rather than a motorway. Highways England will decide on the route corridor and will announce their decision in July 2018. The Expressway Action Group along with other organisations have called for a Public Inquiry in the hope that the preferred route corridor will be determined in a fair and open way. Mr Harris is the representative for Horspath Parish Council on the EAG and he confirmed that there are a lot of people getting angry as we are not being consulted. Mr Harris will keep the Parish Council updated.

**06/18 PLANNING APPLICATIONS.**

- P17/S4238/ HH** **149 Cuddesdon Road, Horspath (Householder)**  
Two storey extension & single storey rear extension (rationalisation of extant planning permissions). – **Councillors recommended that this application should be approved.**
- P17/S4360/ FUL** **Oxford Harlequins Rugby Club, Land at Horspath Recreation Ground, Horspath Road, Horspath. (Full Application)**  
Redevelopment of grass rugby pitch to provide World Rugby Compliant Third Generation Artificial grass pitch with associated hard & soft landscaping, fencing, ball stop fencing, ancillary storage container and dugouts and new floodlighting. – **Councillors recommended a response to SODC to express concern about the potentially adverse impacts of bright floodlighting proposed until 22.00 hrs in the evening.**
- P17/S4439/ FUL** **Land north of 3 4 Gidley Way, Horspath (Full Application)**  
Erection of single storey, 2 bedroom dwelling house with associated parking & amenity space. – **Councillors agreed that there are no strong views on this application and accepts that SODC will determine it as it considers appropriate.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

- P17/S3054/ FUL** **120 Gidley Way, Horspath (Full Application)**  
Retrospective application for change of use from integral garage to studio flat. – **Refused.**

**07/18 CLERK'S UPDATE.**

**Signs, Bollards & White Gates – Cuddesdon Road** – Mr Francis, OCC Highways will arrange a meeting when the signs and bollards are ready, date to be confirmed.

**Repairs needed to the Scout Hut** – Mr Peter Dobson to meet with Mr Hamlet. Mr Dobson confirmed that he had met with Mr Hamlet but didn't have a key to the Scout Hut so another meeting has been arranged in the next few days.

**SODC - Deep Cleanse Service** – The Clerk has requested that Spring Lane and Butts Road be included.

**Stagecoach Site Inspection** – Date to be arranged. Mr Harris stated that the roof alterations carried out by Hanson also need to be inspected. The Clerk will arrange the meeting for around 2pm.

**08/18 PRECEPT 2018/19.**

The Clerk circulated a copy of the draft Precept to all Councillors at the last meeting. Mr Horsley suggested that the Precept for 2018/19 should be set at £0.00 and the money taken from HSPT, that way it would benefit all residents in the village. Mr Peter Dobson stated that he is not sure how it would stand if HPC uses the charity money to financially support the Parish and that HSPT funds should be used to buy land if the opportunity arises and for capital projects in the village. Mr James Dobson stated that this should be discussed at the Annual Parish Meeting for residents to vote on and in his opinion HSPT funds should be

used for capital projects. Mrs Oakley stated that the Precept should stay the same as last year. Mr Harris stated that HSPT funds should be used for major projects that will benefit all residents in the village and there isn't a vast amount of money in HSPT if we want to buy land. Mr Harris stated that Parish Council costs should be covered by the Precept and not HSPT and the two should be kept completely separate. Mrs Palmer stated that the precept should not be cut and that HSPT should fund public transport in the village as we are desperately in need of a bus service. There is a trial service running at the moment but this is not enough. Mr Horsley stated that the cost of providing a bus service is £400,000.00 a year which could not be met by HSPT. Mrs Palmer stated that she is not suggesting a service several times a day, but maybe a return service once or twice a day. Mr Ewart stated that HSPT should not fund the Precept as we will need the money from HSPT in the future. Mr Burgess suggested that it stay the same as last year and top it up from HSPT if required.

Mr Horsley proposed that the Precept stay the same as last year, £22,000.00 and the difference of £11,000.00 be taken from HSPT if required. Councillors voted unanimously in favour. The Clerk will notify SODC that the Precept for 2018/19 is £22,000.00.

## **09/18 DISTRICT & COUNTY COUNILLOR REPORTS.**

**Dr. Kirsten Johnson (County Councillor)** – Dr Johnson reported that at the full Council meeting on 12/12/17, the majority of Councillors voted in favour of calling for a Public Enquiry into the Oxford – Cambridge Expressway proposals so that the public can have an opportunity to have their say. The Leader of the Council, Mr Ian Hudspeth voted against a Public Enquiry. If a Public Enquiry is successful this means that OCC will have an opportunity to have their say. The Expressway Action Group have been granted stakeholder status which is good. The EAG held a meeting on 19/12/17 where there were a lot of experts involved. The EAG is estimating their future costs to be in the region of £30,000.00 so they are asking villages if any residents are experts in any areas that could be useful who are prepared to assist at a reduced cost or free of charge, please contact Dr Johnson or Mrs Gillespie.

Dr Johnson reported that two meetings have taken place recently regarding the bus motion that was passed in November. There are three Transport Officers working to find a way to get bus services back into villages. Dr Johnson has raised the issues in Horspath with Officers, and they will be discussed at a meeting next week. There is a development in Wheatley – Park Hill, that will bring in S106 money and people are asking that this money is used to provide a bus service. Dr Johnson will discuss the option of this service, which could be a minibus service coming through Horspath at the meeting next week. Mr Harris advised Dr Johnson that with regards to S106, there are 220 people in Horspath with disability restrictions.

Dr Johnson stated that Horspath has already received a grant from the Communities Fund for the trial minibus service and has submitted another application for a grant to go towards the traffic calming project at Cuddesdon Road which she hopes will also be successful.

Mr Peter Dobson asked Dr Johnson about the email that has been circulated from a resident regarding the clearing of snow & ice from the roads which sounds like it is criticising Horspath Parish Council and should have been directed at OCC. Mr Horsley stated that the email is criticising OCC. Mr Peter Dobson stated that the salt bins on Butts Road and Manor Farm Road were filled before the snow came but have not been refilled since. Mr Peter Dobson stated that OCC should have the funds to refill the salt bins and also to clear the footpaths. It was volunteers who cleared the footpaths from Fords Close to the School, including the playground and Church Road. Mr Peter Dobson stated that when you start to create a safe passage along a route, you then become responsible. Mr James Dobson stated that the clearing of roads is the responsibility of OCC but Parish Councils have been asked to take responsibility for the pavements. Mrs Gillespie stated that snow and ice on roads and pavements are the responsibility of OCC. Dr Johnson stated that she has also forwarded the email onto OCC and that all villages have an issue with clearing of pavements. Mr Brooks asked what has happened with buying tonne bags of salt. Mr Peter Dobson stated that the Parish Council have no provision to move the salt. Dr Johnson stated that she can arrange for an Officer from

OCC to come along and talk to Councillors. Mr Ian Hudspeth, Leader of OCC has stated that if people took reasonable measures with clearing footpaths, they will not be prosecuted.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie stated that some members of the public do not realise if the precept has changed at all, and as a Trustee of HSPT, a lot of the money from there should go towards long term projects, ie, land etc. SODC has not raised their precept again this year. Mrs Gillespie reported that a new Chief Executive of SODC has been appointed, Mr Mark Stone, who has done a big re-structure plan for the Council, which is good news.

Mrs Gillespie reported that she has also attended several meetings with regards to the Oxford-Cambridge Expressway proposals with Highways England and Jacobs. The Expressway Action Group may approach villages to raise money to cover the cost of various projects to fight the battle.

Mrs Gillespie has recently circulated her SODC report to all Councillors.

#### **10/18 PROGRESS REPORT FROM THE HPC WAR MEMORIAL SUB-COMMITTEE.**

Following a recent sub-committee meeting, Mr Peter Dobson circulated a written update to all Councillors regarding a war memorial which included a proposed design and location for the memorial. Mr James Dobson stated that the next step is to obtain a cost for the proposed design. Mr James Dobson stated that the sub-committee require approval from the Parish Council with regards to the proposed location which is on the grass triangle between Manor Farm Road and Church Road with a plaque facing towards Manor Farm Road and also the design. Mr Ewart stated there are approximately 10 trees at the proposed location which will work well with the Church in the background. Mr Peter Dobson asked if the location was considered to be big enough taking into consideration that there were more than eighty people who attended the service this year. Mr James Dobson stated that you can get two/three people deep just on the pavement so there will be ample room. Mr Brooks stated that the memorial will be covered in slime from the trees, and suggested a different location that is more open. Mr Peter Dobson stated that a maintenance programme will be required when the memorial is in place. Mr Peter Ewart stated that the memorial will age to look appropriate. Mr Brooks also asked why the plaque will face Manor Farm Road and not the centre of the village. Mr Harris stated that the plaque should be facing the crowd into the corner of the road. Mr Peter Dobson stated that Mr David Wright was involved in the sub-committee discussions and if the height of the memorial is kept under two metres, there is a better chance of obtaining planning permission. Mr Horsley asked if planning permission is needed. Mr Peter Dobson stated that SODC Planning Department will need detailed drawings, location and height before permitted development rights can be considered.

Mr Brooks asked how long it will take to complete. Mr James Dobson stated that there is an element of luck involved as to when an appropriate stone is available from the quarry. Mr Peter Dobson stated that they have been advised that it could be done by Armistice Day 2018.

Mr James Dobson proposed that Councillors agree the location and outline design for the sub-committee to obtain costings and the re-allocation of £5,500.00 from the 17/18 precept and an additional £5,000.00 to be allocated in the 2018/19 precept with any other costs being public costs or grant from HSPT. Seconded by Mr Peter Dobson, In Favour – 8, Abstentions – 1.

Mr Peter Dobson stated that the sub-committee will progress and obtain a costing and hope to bring both a costing and a fuller version of the actual design to the next Parish Council meeting.

#### **11/18 UPDATE ON TRIAL MINIBUS. – Mrs Heather Palmer**

Mrs Palmer circulated her report via email. The grant received from OCC has enough money left to fund twelve more services. Mr Horsley suggested that the service is reviewed at the end of March. Mr Harris asked if the service improved after the first service being late. Mrs Palmer confirmed that the service did improve and also there is now a dedicated driver. Dr Johnson stated that the grant money has to be spent by the end of March. Mrs Palmer stated that it may be that we double up the service to ensure that the money is spent by 31<sup>st</sup> March 2018. Dr Johnson asked Mrs Palmer, as it is a trial, to put as much information as

possible into her report to send to OCC. Mrs Palmer stated that she has not received any bad reports on the service. Mrs Oakley stated that if it is possible to extend the service, she would suggest that the minibus comes back by 2.30pm so that people with children at school can also use it.

#### **12/18 CHEQUERS INN PUB. – Update.**

Mr Peter Dobson confirmed that Blake Morgan Solicitors have written to TLT Solicitors with regards to Re-assigning the lease to ST Properties Oxford Ltd. Mr Peter Dobson signed the agreement paperwork requested by Blake Morgan Solicitors.

#### **13/18 CORRESPONDENCE.**

- a. SODC – Changing Places toilet to be included at the Orchard Centre. – (Circulated via email).
- b. Shotover Preservation Society. – Winter Newsletter. – (Circulated via email).
- c. RSN – Rural Opportunities Bulletin. – (Circulated via email).
- d. The Maple Tree, Wheatley. – Invitation to the Grand Opening of the Maple Tree Caldrons Centre Charity. – (Circulated via email).
- e. RSN – Weekly Email News Digest 4.12.17. – (Circulated via email).
- f. OALC – November Update. – (Circulated via email).
- g. RSN – Rural Intelligence from behind the headlines 1.12.17. – (Circulated via email).
- h. TVP. – Parish Newsletter – Rural Crime Update from ACC Nikki Ross. – (Circulated via email).
- i. SODC. – Waste & Recycling Collections Update – Monday 11<sup>th</sup> December. – (Circulated via email).
- j. RSN – Weekly Email News Digest 11.12.17. – (Circulated via email).
- k. RSN – Rural Intelligence from behind the headlines 8.12.17. – (Circulated via email).
- l. SODC – Deep Clean. – (Circulated via email).
- m. Open Spaces Society. – Christmas Greetings. – (Circulated via email).
- n. Wheatley Park School. – Consultation on changes to our Published Admissions Policy 2018. – (Circulated via email).
- o. RSN – Weekly Email News Digest 18.12.17. – (Circulated via email).
- p. The Maple Tree. – What’s on this week. – (Circulated via email).
- q. SODC – Christmas and waste recycling collections. – (Circulated via email).
- r. Email from Mrs Bushnell – Parked vehicle in Littleworth causing issue of access for the school bus from Horspath to Wheatley Park. – (Circulated via email). – **Dr Johnson confirmed that OCC are taking this matter very seriously and will also be contacting the Police. OCC are looking at installing white lines or as a last resort, double yellow lines at this location. Wheatley Parish Council has requested that white lines be installed. Dr Johnson has passed this request onto OCC.**
- s. SODC – Waste has never bin so easy with new smartphone app. – (Circulated via email).
- t. SODC – Permanent Chief Executive appointed at South & Vale. – (Circulated via email).
- u. RSN – Rural Intelligence from behind the headlines 15.12.17. – (Circulated via email).
- v. SODC – Press Release: SO Business Strategy Plan launched. – (Circulated via email).
- w. RSN – Rural Economy Spotlight. – (Circulated via email).
- x. RSN – Weekly Email News Digest 2.1.18. – (Circulated via email).
- y. RSN. – Rural Vulnerability Service – Rural Transport December 2017. – (Circulated via email).
- z. Mr Yeoman – Empty Salt Bin on Manor Drive. – Clerk reported to OCC Highways.
- aa. RSN – Rural Intelligence from behind the headlines 22.12.17. – (Circulated via email).
- bb. Thame & Wheatley Ramblers Group – TW Ramblers Walks Poster January 2018. – (Circulated via email).
- cc. SODC – Press Release, Helping Residents Keep Warm and Healthy this Winter. – (Circulated via email).

- dd. CPRE – Council Supports Public Enquiry into Expressway – CPRE Oxon News December 2017. – (Circulated via email).
- ee. RSN. – Rural Vulnerability Service – Fuel Poverty December 2017. – (Circulated via email).
- ff. SODC – South News December 2018. – (Circulated via email).
- gg. OALC – December Update for Member Councils. – (Circulated via email).
- hh. Thames Valley Police – Policing in the Thames Valley December 2017. – (Circulated via email).
- ii. Mr P Ewart – Reconstruction of Yew Tree Cottage, 7 Church Road, Horspath. – (Circulated via email). – **Mr Ewart stated that he is looking for consent from the Parish Council to put up hoardings and drive onto the Village Green while building work takes place at his property. Mr Ewart stated that he is expecting building works to take approximately four months. Mr James Dobson stated that Mr Ewart will need a physical marker for the boundaries. Mr Harris stated that people who usually park at this location are likely to complain to the Parish Council, however this is considered to be exceptional circumstances. Mrs Oakley stated that Mr Ewart’s letter is very considerate. Councillors agreed to Mr Ewart’s request.**
- jj. TLT LLP Solicitors. – Land at Chequers Inn, Horspath. – **(Acknowledged and passed onto Blake Morgan Solicitors).**
- kk. CPRE – News. Cambridge Growth Corridor & the Oxford Green Belt. – (Circulated via email).
- ll. RSN. – Rural Vulnerability Service – Rural Broadband January 2018. – (Circulated via email).
- mm. Ian Gittens Consultancy – Road Safety or Highway & Traffic Engineering Design Assistance.\*
- nn. Mrs Halstead – How the lack of bus services is impacting on some residents in the village. – **(Passed to Dr Kirsten Johnson).**
- oo. Wheatley Park School – Newsletter Autumn 2017.\*
- pp. OCC – Entry to Primary or Infant School – September 2018.\*#  
*\* original held by the Clerk, copy available on request.*  
*# displayed on Village Hall & village noticeboards.*

#### 14/18 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2516	Mr R Hamlet	Supply of 8 x taps for Village Hall	64.00	384.00
2517	Mr J P Bond	Plumbing works to toilets and fit 8 x taps in Village Hall		555.28
2518	Citizen’s Advice Bureau	Donation		50.00
2519	Cuddesdon Parish Council	Contribution to Ox-Cam Campaign		50.00
2520	ARK UK	Emergency Tree Works in Conservation Area		600.00
2521	001 Taxi’s	Minibus Service for January 2018		144.00
2522	Mrs Hayley Kogel	Salary 24/11/17 – 24/12/17		402.77
2523	Mrs Hayley Kogel	Home Office December 2017		30.00
		Stationery		10.00
		Postage		15.60
		<b>TOTAL</b>	<b>64.00</b>	<b>2241.65</b>

#### 15/18 RECEIPTS. – None.

## RECEIPTS – HORSPATH RECREATION CHARITY

Date	Received from	Details	Total £
4.1.18	Punch Partnerships	Quarterly Rent for Chequers Inn	712.50
		<b>TOTAL</b>	<b>712.50</b>

### 16/18 AOB

- a. Mr Brooks stated that four months ago he requested details of people who have paid for easements and he has not received it. Mr Peter Dobson apologised for the delay and stated that he has some knowledge of the people but not all of it. Mr Peter Dobson agreed to arrange a meeting to go through the information available with Mr Brooks. Mr Peter Dobson also stated that it may be an issue publishing the details of people's names so it will need to be done by property number.
- b. Mr Harris reported that the gate to the over-flow car park was left open with the lock missing. Mr Harris has purchased and fitted a new lock to the gate. Mr Peter Dobson stated that he will arrange for the lock to be welded onto a chain again.
- c. Mr James Dobson stated that with regards to OCC's Winter Preparedness Programme, now is a suitable time to request that all salt bins are re-filled.
- d. Councillors confirmed that the hedge at the Malthouse has now been cut back.
- e. Mr Ewart reported that there are a lot of leaves on the pavement opposite the Queen's Head pub leading down to Fords Close causing the footpath to be very slippery. Mrs Oakley confirmed that SODC were cleaning the footpaths yesterday. Mr Peter Dobson stated that it would help if the trees outside the school were removed but they are on OCC's land. Mr Peter Dobson will liaise with the Headteacher of the School.
- f. Mr Burgess asked if SODC's Deep Clean will include emptying and cleaning the gullies in the village. Mr Harris confirmed that he has recently sent a list of areas in the village where the gutters need cleaning out to Dr Johnson who has reported it to OCC Highways Department, who will come to the village to inspect. Dr Johnson advised Councillors that this can also be reported on OCC's Fix My Street.  
Mr Burgess asked if we have a running total of the HSPT accounts. Mr Peter Dobson stated that up to date accounts were circulated at the last HSPT meeting.
- g. Mr Horsley advised Councillors that a burial will be taking place on 22<sup>nd</sup> January 2018 and a cheque for £300.00 will be sent to the Clerk. Mr Horsley asked the Clerk to send him the information from the Funeral Director when received.

### Public:

- a. Mr David Badger stated that he is glad to see that the war memorial is finally moving on. Mr Badger stated that he had in his hand a copy of an email from David Horsley, the only member not to vote in favour of a memorial, which states that the village database should not be used for religious ceremonies. Mr Badger then asked why Mr Horsley helped to erect the Christmas tree. Mr Badger asked Mr Horsley what his concern is with the war memorial. Mr Horsley stated that another war memorial is an insult to the families in the village who paid towards the memorial in the Church and Village Hub (former Methodist Chapel), and the cost should not be paid by village taxpayers. Mr Peter Dobson stated that Mr Badger's comments were irrelevant, as the sub-committee had agreed to move the war memorial forward.  
Mr David Badger stated that the Parish Council should use money from HSPT to provide a bus service as there are elderly people in the village that do not have any form of transport. Mr Peter Dobson stated that the Parish Council looked at all options with a view to providing a bus service in the village, but it was not possible. The Parish Council also stated at the time if someone wanted to put a plan together to provide a bus service, the Parish Council would look at it. Mr Badger stated that he has spoken with Heyfordian Bus Company and they can provide a service with a subsidy of £60,000.00. Mr Peter Dobson stated that this would not be for the service that is needed in the village.  
Mr David Badger returned to the topic of the War Memorial asking why Mr Horsley had voted against the proposal and the content of the email. Mr Horsley stated that he is concerned that he has sent a confidential

email to Councillors and it has been circulated to the public, this is a breach of confidence. The exchange continued, Mr David Badger continued to ask questions without giving the Parish Council an opportunity to respond. Mr James Dobson proposed to the Chairman that the meeting be suspended due to inappropriate behaviour, in line with the Standing Orders. Mr Peter Dobson stated that he is not prepared for members of the public to disrupt Parish Council meetings, therefore, due to inappropriate and disruptive behaviour by members of the public and concerns about threats to individuals the meeting was closed at 9.51pm.

**17/18 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 16<sup>th</sup> January 2018 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 6<sup>th</sup> February 2018.