

HORSPATH PARISH COUNCIL  
**Minutes of the Parish Council Meeting held on 5<sup>th</sup> February 2019**  
**At 8.00pm in HORSPATH VILLAGE HALL.**

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

**Apologies** Mrs H Palmer.

**Absent:**

**Public: 3**

**27/19 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mrs Palmer.

**28/19 DECLARATION OF INTEREST.** – None.

**29/19 EMERGENCY BUSINESS.** – None.

**30/19 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 8<sup>th</sup> January 2019 were agreed as correct and signed by the Chairman.

The Minutes of the Planning Application Meeting held on 15<sup>th</sup> January 2019 were agreed as correct and signed by the Chairman.

The Minutes of the Closed Meeting held on 15<sup>th</sup> January 2019 were agreed as correct and signed by the Chairman.

**31/19 MATTERS ARISING.**

Mrs Oakley reported that all of the salt bins have now been filled. Mr Peter Dobson reported that he had also filled some of the bins.

**32/19 PARISH COUNCILLOR VACANCY.**

Mr Peter Dobson introduced Mrs Lisa Hofen to Councillors who has expressed an interest in becoming a Parish Councillor. Mr Peter Dobson invited Mrs Hofen to give a short brief to Councillors about herself and why she would like to join the Parish Council.

**Mrs Hofen:-** I have lived in Horspath with my family for approximately 10 years, my children attend the local School, and are members of Horspath Cricket Club and feel that I have a real appreciation of the uniqueness of our village and its community. With regards to professional experience and expertise, I have a degree in Business and Finance, am a Certified Member of the IWFM and I am a Chartered Surveyor. I am the Head of Strategic Facilities Management for the University of Oxford providing services for FM Operations, Shared Services, Contract Management and University Event Venues. I am used to operating in Committee sectors and I am responsible for the direction of around 150 university staff. In addition, I am a non-executive Director of the British Institute of Facilities Management (Institute of Workplace and Facilities Management – IWFM).

Mr Peter Dobson explained to Mrs Hofen that if she is co-opted onto the Parish Council, this position would only be until the Elections which are being held in May 2019, at which time she can re-apply.

Mr James Dobson asked Mrs Hofen if she can see any conflict of interest with regards to the land in the village. Mrs Hofen stated that she would declare any conflict of interest to the University.

Mr Peter Dobson proposed that Mrs Hofen is co-opted onto the Parish Council until the Elections are held in May 2019. Councillors voted unanimously in favour. Mrs Hofen joined the meeting and signed a Declaration of Acceptance of Office form.

### 33/19 PLANNING APPLICATIONS.

- P19/S0081/ 40 Church Road, Horspath (Householder)**  
**HH** Dismantling of steel garden shed and replacement by cedar clad garden studio and store. – **Councillors had no objections and recommend approval on this planning application.**
- P19/S0122/ Land at 137 Cuddesdon Road, Horspath (Full Application)**  
**FUL** Proposed demolition of existing residential building and non-implementation of approved ancillary outbuildings and erection of a split-level detached dwelling house containing primary and ancillary accommodation. Provision of new access from Cuddesdon Road. – **Councillors have no objections to this application but wish the following comments to be taken into account: This application is an excessive back land development in the Green Belt. (In favour – 5, Abstentions – 1, Against – 2).**
- P19/S0023/ 92 Gidley Way, Horspath (Householder)**  
**HH** Extension at first floor level at the rear, extension at ground floor level at the rear, and extension of porch at the front. – **Councillors had no objections and recommend approval on this planning application.**

### PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P18/S3066/ 4 Gidley Way, Horspath (Full Application)**  
**FUL** Variation of condition 2 (approved plans) of Planning Permission P15/S3822/FUL. (As amended by ownership certificate B received 13 September 2018 and drawings received 26 November 2018 omitting formerly proposed dormer windows with replacement roof lights and a reduction in size of the roof light serving Bedroom 1 on the north elevation). – **Granted.**
- P18/S3060/ 49 Gidley Way, Horspath (Full Application)**  
**FUL** Demolition of existing house, erection of two new 4 bedroom two and a half storey dwellings with private gardens, provision of 4 no. off street parking spaces. Provision of enclosed bin stores, revision to approved application (revision to planning permission P17/S1848/FUL). – **Granted.**

### 34/19 CLERK'S UPDATE.

**Bollards, Village Green** – Installation of the bollards and the reflectors is now complete. Mr Pajak mentioned that Mr Patel has requested that two additional bollards are installed, one either side of the shop. Councillors agreed that no further bollards will be installed at this stage.

**Repairs to Play Area** – Oxford City Council started the repairs in the Play Area yesterday and are expecting for it to be completed by 15<sup>th</sup> February 2019.

### 35/19 RESPONSES TO THE SOUTH OXFORDSHIRE LOCAL PLAN 2034.

Mr Harris reported that two Newsletters have recently been delivered to all residents in the village and they are also available to read on the village website. Residents are now aware of the seriousness of South Oxfordshire District Council's policy of building in the Green Belt. Since 2017 the new South Oxfordshire Local Plan 2034 has included new sites for possible development that have not been properly consulted on. Residents have been encouraged to send responses to SODC objecting to STRAT 12, "Northfields", as there are no exceptional circumstances for removing this land in Horspath village from the Green Belt. The reported figures for Oxford City Council's unmet housing need are not accurate and they have been asked to re-calculate the figures.

Mr Harris stated that residents are being encouraged to write to SODC to object to the "Northfields" development and Mr Harris will write the response from HPC and that is all that can be done at the moment. Mr Harris reported that there were approximately 95 residents that attended the Residents'

Meeting on 28<sup>th</sup> January 2019. Mr Peter Dobson passed thanks to Mr Harris for his presentation at the meeting which was well received by everyone present.

Mr Ewart asked for permission to purchase a banner to display on the south wing wall of the bridge. Mr James Dobson stated that he supports purchasing a banner but suggested that the activity against this development needs to be broken into stages: consultation, responses and then when it gets to the Examination in Public stage, banners and media etc, will be required.

Mr Horsley stated that at the last meeting Councillors gave Mr Harris permission to seek a legal opinion from Ms. Saira Kabir Sheikh, QC which has now been received as well as a quotation to represent Horspath at the EIP. Mr Horsley stated that a Public Meeting will need to be held before HPC can commit to spending that amount of money. Mr Horsley also stated that HPC has rules and regulations that have to be followed which include obtaining three quotations for services. Mr Peter Dobson stated that the rules are that three quotations are sought, however, this is not a statutory requirement and for a number of reasons this has not always been done. Mr James Dobson stated that this is a professional services contract and there are very few individuals that could do it. Mr Harris stated that at this point we only have an estimate for Ms. Saira Kabir Sheikh, QC, to represent Horspath at the EIP, and we will not know how many days that she is required to attend the EIP until we know when “Northfields” will be discussed. Mr Horsley stated that he believed that Garsington Parish Council have said that they will share half the cost with HPC. Mr Harris stated that this has only been agreed in principle. The agreement at the moment is that Mr Harris and the Chairman of Garsington Parish Council will consult with Ms. Saira Kabir Sheikh, QC, for one hour and share the cost.

Mr Peter Dobson stated that there were no objections or issues with regards to the costs at the Residents’ Meeting for HPC to seek legal advice from Ms. Saira Kabir Sheikh, QC. The emphasis is on what we can do to help improve the situation.

Mr Harris stated that if there is a case worth fighting to stop the “Northfields” development then HPC should employ the best QC that we can afford. In the 2008 Parish Plan Household Survey, 94% of residents said that they wanted Horspath to remain in the Green Belt as a separate village from Oxford. Mrs Hofen stated that if HPC has to spend large amounts of money to employ a QC, the Parish Council will have done everything possible, including the services of a highly skilled QC to obtain the best outcome for the village. Mr Harris stated that he has attended meetings of other villages, all of which are concerned about similar developments in their areas and several are considering hiring Planning barristers from the same specialist chambers in London, and one of which has instructed a barrister to start work from tomorrow.

Mr Harris will explore the possibility of joint representation with Garsington Parish Council but needs to ensure that we are only using Horspath funds to protect Horspath.

Mr Harris stated that until we have read all of the responses received by SODC, we will know what the development partners are submitting to the Planning Inspector and then we can produce a strategy and give our instructions to Ms. Saira Kabir Sheikh, QC. Mr Harris was asked if he will also request a letter of engagement from Ms. Saira Kabir Sheikh, QC. Mr Ewart stated that if and when this happens, a meeting should be arranged with Garsington Parish Council to clarify the terms of the arrangement.

### **36/19 PROPOSAL DEVELOPMENT OF PUMPING STATION SITE.**

This item was deferred until the next meeting. Mr Peter Dobson will arrange a site meeting with Mr Ewart.

### **37/19 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**District Councillor** – Mrs Gillespie stated that she is against the Local Plan 2034 and is working to try and make it change in the future. Mrs Gillespie stated that she has spoken with an ex-Planning Officer who has confirmed that normal Planning processes have been badly neglected.

Mrs Gillespie stated that she is devastated at being suspended from the Conservative Group for speaking on the radio about the need to defend the Green Belt in the Local Plan.

Mrs Gillespie reported that she has been chairing the LEADER Group, which distributes money to various different groups.

**County Councillor** – Mr Tim Bearder apologised for not attending the Residents Meeting as he was away at that time.

Mr Bearder reported that he met with BBOWT yesterday with regards to the Oxford-Cambridge Expressway and the South Oxfordshire Local Plan 2034 and they are going to share their submissions to him, which he will forward to HPC.

Mr Bearder reported that Highways have now changed the rules which allow Comet buses to stop on the High Street. Mr Bearder stated that there are several different people meeting soon to look at a bus service from Wheatley, Horspath and Cowley.

Mr Bearder stated that Mr Nick King, resident in Cuddesdon is arranging a meeting with Ms. Suzanne Bartington to look at the chicanes on Cuddesdon Road that are now considered to be out dated and do not meet the necessary specification. Mr Peter Dobson asked if Ms Bartington will arrange a maintenance programme for the chicanes in the meantime. Mr Bearder stated that Ms Bartington did arrange for the area around the chicanes to be cut back, but this has now over-grown again. Mr James Dobson stated that the maintenance should be on a schedule, and it would be good to know what the schedule is. Mr Peter Dobson stated that Horspath and OCC is failing to provide a safe traffic calming measure.

### **38/19 CORRESPONDENCE.**

- a. NALC – Spring Conference 2019, 19/1/19. – (Circulated via email).
- b. SODC – Waste Tour Dates. – (Circulated via email).
- c. RSN. - The Rural Bulletin. 8/1/19, 15/1/19, 22/1/19, 29.1.19. – (Circulated via email).
- d. SODC – Free Business School coming to Faringdon. – (Circulated via email).
- e. Restore – Volunteer Recruitment Evening. – (Circulated via email).
- f. South Oxfordshire Sustainability SOS Group. – Campaign to Save Oxfordshire (Starting in South Oxfordshire). – (Circulated via email).
- g. OCC – Temporary Road Closure at 2 Blenheim Way, Horspath. – (Circulated via email).
- h. Mr Richard Harding, Wheatley Parish Council. – Expressway & Oxfordshire Growth Plan 2050. – (Circulated via email).
- i. Mr John Gore, Consortiq. – Email regarding hire of land. – (Circulated via email).
- j. RSN – Rural Funding Digest, January 2019. – (Circulated via email).
- k. SODC – Oxfordshire Growth Board Press Release: Oxfordshire Organisations Provide Exciting Visions for County’s Future. – (Circulated via email).
- l. SODC – South Oxfordshire Plan Published for Consultation. – (Circulated via email).
- m. Oxfordshire Fire & Rescue Service – Chimney Fires. – (Circulated via email).
- n. NALC – Chief Executive’s Bulletin 18.1.19, 25.1.19. – (Circulated via email).
- o. NALC – Sends an open letter to its 100,000 Councillors. – (Circulated via email).
- p. NALC – News NALC Publication shines a light on 150 Local Councils. – (Circulated via email).
- q. OCC – Change to the Gigabit Broadband Voucher Scheme. – (Circulated via email).
- r. Age UK Oxfordshire – Bereavement Support Group. – (Circulated via email).
- s. CPRE – Campaign to Save Oxfordshire (Starting in South Ox) Please Help. – (Circulated via email).
- t. SODC – Great British Spring Clean 2019. – (Circulated via email). – **Mrs Oakley will arrange a litter picking date during the School holidays.**
- u. OCC – Live Well Oxfordshire Directory. – (Circulated via email).
- v. SODC – May 2019 Elections. – (Circulated via email).
- w. King Ramps – Introductory Email. – (Circulated via email).

- x. TVERC – Neighbourhood Plan Workshop. – (Circulated via email).
  - y. SODC – Have your say on the design of our new Council office in Crowmarsh. – (Circulated via email).
  - z. NALC – Newsletter 23.1.19. – (Circulated via email).
  - aa. CPRE – Green Belt Update January 2019. – (Circulated via email).
  - bb. CPRE – South Oxfordshire Local Plan 2014. – (Circulated via email).
  - cc. OPFA – Winter Newsletter. – (Circulated via email).
  - dd. Ms Sophie Welton – Email to thank Parish Council for the Resident’s Meeting. – (Circulated via email).
  - ee. OCC – Determination of 31 applications for Orders to Modify the Definitive Map and Statement of Public Rights of Way for Oxfordshire by upgrading routes in various Parishes to Byways Open to all traffic. – (Circulated via email).
  - ff. SODC – Key note speaker secures success for business breakfast. – (Circulated via email).
  - gg. TVP – Police and Crime Bulletin January 2019. – (Circulated via email).
  - hh. OCC. – Temporary Road Closure Notice, 2 Blenheim Way, Horspath. – (Circulated via email).
  - ii. Richard Harding – Expressway and Oxfordshire Growth Plan 2050. – (Circulated via email).
  - jj. SODC – South Oxfordshire Local Plan 2034 – Have your say. – (Circulated via email).
  - kk. SODC - South Oxfordshire Local Plan 2034 – Update. – (Circulated via email).
  - ll. Wheatley Park School. – Newsletter. – (Circulated via email).
  - mm. The Maple Tree – Invitation to a Celebration of the Maple Tree’s Progress and a Summary Annual Report 2017/18. – (Circulated via email).
  - nn. Abingdon Stone & Marble. – Memorial request. – **Approved.**
  - oo. Abingdon Stone & Marble – Request to removal of existing memorial to be cleaned and an additional inscription added to match the original. – **Approved.**
  - pp. SODC – News January 2019. – (Circulated via email).
  - qq. Ms C Abbott – Email regarding Northfields. – (Circulated via email).
  - rr. Community First Oxfordshire. – Winter Update. – (Circulated via email).
  - ss. OCC – Town & Parish Council Survey – OXTOG Development. – (Circulated via email).
  - tt. SODC – Volunteering Grant Scheme – Deadline for Applications Extended. – (Circulated via email).
  - uu. OALC – January 2019 Update for Parish Councils. – (Circulated via email).
  - vv. Ms Lisa Hofen – Update on traffic calming on Cuddesdon Road. – (Circulated via email). – **Noted.**
  - ww. Culham Parish Council – Joint Parish Petition to SODC Consultation (and the Inspector) against the emerging Local Plan. – (Circulated via email).
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

**39/19 PAYMENTS.**

Chq	To Whom Paid	Details	Vat	Total £
DD	PWLB	Loan repayment for Burial Ground		1966.53
2629	SODC	Emptying Dog Hygiene Bins	15.28	91.67
2630	001 Taxis	February Minibus Service		192.00
2631	Mrs Hayley Kogel	Salary 24/12/18-24/1/19		435.57
2632	Mr P Aries	Bus Shelter Maintenance Dec/Jan 19		120.00
2633	Mrs Hayley Kogel	Home Office January 2019		30.00
		Stationery/Postage		45.97
2634	Parchments Print	Printing January Newsletter		84.00
2635	Blake Morgan Solicitors	Legal Fees	60.00	360.00
		<b>TOTAL</b>	<b>75.28</b>	<b>3325.74</b>

#### 40/19 RECEIPTS.

Date	Received from	Details	Total £
3.12.18	Barclays Bank	Interest Business Premium Acct	14.78
		<b>TOTAL</b>	<b>14.78</b>

#### 41/19 AOB

- a. Mrs Oakley reported that the drainage grids (on gullies) on Butts Road are completely blocked. The Clerk will report to OCC Highways.  
Mrs Oakley stated that she reported a large pothole on the road by the School around three months ago. White paint has been drawn around the pothole but it still hasn't been repaired. The Clerk will contact OCC Highways.  
Mrs Oakley stated that there is a line of potholes on Manor Farm Road, some of which have been repaired but others have been left.
- b. Mr James Dobson reported that the area at the bottom of Pettywell Lane in Garsington, floods continuously. Mrs Gillespie stated that this problem was discussed at the Garsington Parish Council meeting held last night and they will be speaking to the landowner as the water is coming from the field.
- c. Mrs Hofen asked if a decision was taken on purchasing a banner. Mr Peter Dobson stated that it was suggested that we wait until the appropriate time to install the banner. Mr Ewart stated that the cost of the banner is approximately £60.00. Councillors agreed for Mr Ewart to go ahead and purchase the banner. Mrs Gillespie stated that it would be better to install the banner now before the Inspector comes to the village.
- d. Mr Ewart reported that the white road lines on Oxford Road/Church Road by the corner of the village shop need to be re-painted. Mr Ewart informed Councillors that the traffic mirror for the Hub will be installed when the weather improves.
- e. Mr Horsley reported that there is a problem in the mornings with the volume of traffic leaving the village going towards Oxford, particularly on Manor Farm Road and Church Road where the traffic is at a standstill. Mr Horsley suggested that a mini-roundabout outside the village shop would allow traffic from manor Farm Road and Church Road to get out. A resident in the village is going to produce a plan and send it to the Parish Council and if approved it can be forwarded onto OCC Highways.

#### Public:

- f. Mrs Riley asked when the hedge along Horspath Road will be cut back. Mr Peter Dobson will liaise with Mr Walker to arrange a date.  
Mrs Riley stated that she hasn't seen anyone working on the repairs in the Play Area.  
Mrs Riley reported that HVHMC will be holding a meeting on 11/2/19 with just four members to go through all of the things that need to be sorted out. A further meeting will be arranged after this with other organisations in the village.
- g. Mr Lee Clarke asked if the sign that he requested could be purchased and attached to the gate before the Cycle Speedway season starts next month. Mr Peter Dobson agreed for a sign to be purchased.
- h. Mr Gordon Clarke reported that the footpath directly opposite the village shop on the corner of Church Road/Manor Farm Road has completely disintegrated. The Clerk will report to OCC Highways.  
Mr Gordon Clarke reported that the gullies at Manor Drive are all blocked. The Clerk will reported to OCC Highways.
- i. Mrs Gillespie commented to all Councillors that HPC is very lucky to have Mr Harris as a Councillor. Mrs Gillespie also recommended that the banner for "Northfields" is purchased and installed now so that residents are aware and can support the Parish Council in objecting to the development.

#### 42/19 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 19<sup>th</sup> February 2019  
Horspath Parish Council Meeting – Tuesday 5<sup>th</sup> March 2019.

HSPT Meeting – Date for March 2019 to be arranged.  
APM – Date to be arranged.