

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 7th March 2017
At 8pm in HORSPATH VILLAGE HALL.

Present: Mr T Ayres, Mr K Brooks, Mr P Dobson (Chairman), Mr J Dobson, Mr P Ewart, Mr M Harris, Mrs H Palmer, Mrs S Watson, Mrs H Kogel (Clerk). Mrs A Purse (County Councillor), Mrs E Gillespie (District Councillor).

Apologies Mr D Horsley

Absent:

Public: 7

36/17 APOLOGIES FOR ABSENCE – Apologies were made on behalf of Mr Horsley.

37/17 DECLARATION OF INTEREST – No declarations were made.

38/17 EMERGENCY BUSINESS – Mr Peter Dobson informed Councillors of the sad news that Neville Buckettt had passed away at his home on 19th February 2017. Neville was a local magistrate and a well-known resident of the village taking an active role in many aspects of village life, one such role was the setting up and management of the Horspath Neighbourhood Watch Scheme, which he maintained successfully and tirelessly for many years. On behalf of Horspath Parish Council Mr Dobson passed his sincere condolences to Neville’s family and friends. Councillors then held a one minute silence to remember Neville. Mrs Palmer proposed that a Japanese Maple memorial tree is planted on the Village Green next to the Neighbourhood Watch noticeboard, Councillors were all in favour. The Clerk will contact James Prior for advice on the suitability and sourcing of the tree.

Mr Peter Dobson reported that Swan Fire has recently carried out a Fire Safety Assessment on the Village Hall and have advised on their recommended action to be taken. Mrs Julian has requested a quote for the works to be carried out by Executive Fire. The cost is estimated to be in the range £5,000.00 - £7,000.00. HVHMC has applied for a grant from HSPT for £4,500.00 to help towards these costs. Mrs Julian has stated that if the works are not carried out, she would recommend that the Village Hall is closed to for public engagements, including HSPT. Mr Peter Dobson asked who is responsible for the costs involved, the Parish Council as landlord or HVHMC as tenant? Mr Harris stated that this is debatable, as the owner of the Village Hall the Parish Council is responsible, but HVHMC is the licence holder. Mr James Dobson stated that without all of the information being provided, this can only be discussed in principle, and the Village Hall is the Parish Council’s largest asset so there is a responsibility. Mr James Dobson stated that further information should be sought from Oxfordshire Community First who offer free advice to members on Village Halls and will also be able to provide appropriate information on what is required. Mr Ayres stated that as landlord, the Parish Council should cover the cost. Mr James Dobson stated that grants may be available for this type of project. Mr Harris stated that a grant application could be made to SODC Community Investment Fund. Mr Peter Dobson stated that he has the certificate of fire precautions maintenance for the Village Hall that was issued in May 2016, so whatever has gone wrong has done so in the last year. Mr Harris stated that if the works listed are only recommendations, we need to check to see which of these are a legal requirement and also check the requirements of our insurers. Mr Peter Dobson stated that he is not suitable to be on any list of people to be trained and on call for the use of fire extinguishers as he is not always in the village. Mrs Riley stated that Swan Fire have sent the Fire Safety Assessment to Mrs Julian and Executive Fire are due to come to the Village Hall this Friday to give a quote for the works to be carried out in the Village Hall, the Cricket Club and the Scout Hut. Executive Fire has

stated that the alarms installed at the Village Hall are not adequate for a building of this size. Mrs Riley stated that the HVHMC was due to hold a meeting on 8th March 2017 but this has now been cancelled. Mr Harris stated that he and Mrs Woodcock used to carry out the overall risk assessment on the Village Hall and that was sufficient. The Oxfordshire Fire & Rescue Service also stated that there were at that time more than enough fire exits, fire extinguishers and notices on site.

Councillors agreed that the Clerk should contact Mrs Julian to obtain more detailed information on the specification of the works involved as well as some detailed costs. The Clerk will also request a copy of the Swan Fire Safety Assessment and the quotation when available. Mr James Dobson proposed that further advice is also sought from Oxfordshire Community First before any funding is discussed.

39/17 MINUTES FOR APPROVAL.

The Minutes of the Parish Council Meeting held on 7th February 2017 were agreed and signed by the Chairman.

40/17 MATTERS ARISING.

27/17 – Mrs Anne Purse. – Mr Harris reported that he has inspected the footpath on the east side of the bridge in Cuddesdon Road which Nesta Long had complained about after her accident, and has since cleared away all of the overgrown turf and weeds over a 50 metre stretch of this footpath to a width of 1.2 metres from the kerb edge. The footpath is narrow, being only 1.2 metres wide and is very muddy with lots of potholes in it which is a safety concern as many young children walk on this route to school every day and there is a high flow of vehicular traffic right up to the kerb. Mrs Purse stated that she didn't say that Mr Keith Stenning would walk the footpaths with her, she said that Mr Stenning would inspect the footpath where Mrs Long fell but she can arrange another date for Mr Stenning to come out and inspect the footpaths in the village.

31/17 – Correspondence (gg) – Mr Harris reported that last month he organised a meeting together with the CPRE to discuss a common strategy for responding to the proposals for nearby urban extensions in Garsington, Sandford and the Baldons. All the representatives from the four adjacent villages present agreed to wait for a planning application to be submitted and then another meeting will be arranged to decide on how to respond. The PR Company Cratus, has distributed leaflets around some of the villages about a proposed "Science Village" for the land South of Grenoble Road but not in Horspath.

41/17 PLANNING APPLICATIONS.

P17/S0356/ Oxford Upholstery, Unit 1, 4 Gidley Way, Horspath (Full Application)
FUL Material change of use of the land to incorporate D1 usage. (As amended by new application form and corrected ownership certificate received 23.2.17). - **Councillors have no strong views on this application and accepts that SODC will determine it as it considers appropriate. However, Councillors have serious concerns about parking at the bottom of Gidley Way which obstructs the views of residents leaving their driveways, therefore there must be adequate parking facilities for the business provided on site. (Mrs Gillespie will pass this information onto SODC).**
Mr Peter Dobson asked Mrs Gillespie if it is beneficial to SODC Planning Committee for Horspath Parish Council to consider planning applications and pass on their recommendations as there have been three planning applications in the last six months that Horspath Parish Council has recommended refusal on that have been passed by SODC. Mrs Gillespie stated that if the Parish Council recommends refusal on a planning application, it should then send someone to attend the SODC Planning Committee meeting to represent the reasons for refusal. Mr James Dobson asked if it is

possible to have a list of meeting dates for the year. Mrs Gillespie stated that depending on the amount of applications, the dates of meetings can change, however, there is always at least a two week notice period for comments to be made.

- P17/S0675/ HH** **136 Gidley Way, Horspath (Householder)**
First floor extension, small two storey rear extension and small side infill extension. –
Councillors recommended that this application is approved.
- P17/S0603/ FUL** **Brookside, 183 Cuddesdon Road, Horspath. (Full Application)**
Change of use from new build dwellings Class C3 to new build office building Class B1.
- P17/S0603/ FUL** **Brookside, 183 Cuddesdon Road, Horspath. (Full Application)**
Change of use from new build dwellings Class C3 to new build office building Class B1.
(As amended by drawing 214A PL 04 A accompanying email from agent received 27.2.17 increasing the number and size of car park spaces and associated changes to landscaping). -
Councillors recommend that this application be approved on condition that there is adequate parking facilities on site for the occupants of the buildings.

PLANNING PERMISSIONS/REFUSALS/APPEALS.

- P17/S0203/ HH** **21 Cuddesdon Road, Horspath. (Householder)**
Rear extension to house and hobby shed to garden. – **Granted.**
- P16/S4073/ FUL** **Brookside, 183 Brookside, Cuddesdon Road, Horspath**
Amendment (no 1) as amended by plans received 1.2.17 reducing footprint and height of building. – **Granted.**
- P16/S4028/ HH** **91 Gidley Way, Horspath (Householder)**
Demolition of existing conservatory and garage and erection of new single storey side and rear extension. – **Granted.**

42/17 CLERK'S UPDATE.

Repairs to hardstanding area at the front of the Village Shop – This work has now been completed. Councillors commented that Oxford City Council has carried out a good job on replacing the tarmac. However, the footpath by this area could not be done as this is the responsibility of OCC.

Damaged Bollard on Village Green – Sheepwash Fencing has now replaced the bollard.

Manor Farm Road – OCC Highways have been advised to carry out the work. The Clerk has requested a site meeting to discuss the work.

New Dog Bin – Waiting for confirmation from SODC.

Potholes – Mrs Oakley has already reported potholes at several locations to OCC.

Precept 17/18 – SODC has confirmed the Precept at £11,000.00.

Play Area – Mr Aries has agreed to carry out general maintenance at the play area. Mrs Riley and her daughter have recently been tidying the area.

6 Butler Close – Two applicants have written to the Parish Council expressing an interest in the shared ownership of this property, one resident from Horspath and one from Oxford, both of which have also registered an interest with the Estate Agent. One of the applicants has asked if the Parish Council can assist in reducing the deposit amount required. The Clerk will contact the resident to inform them that they will need to contact the Rural Housing Trust.

Footpath on Cuddesdon Road by the Bridge – Mrs Lewis has sent an email asking the Parish Council to thank the residents of No 1 and No 7 Cuddesdon Road for clearing the footpath of the overgrown grass verges on the pavements. Mr Peter Dobson stated that Mr Harris was also involved in clearing this area.

Play Area – Mr James Prior has provided a quote to carry out works at the Play Area. Councillors agreed to accept the quotation for pruning the Birch Tree and removing branches and also to re-lay the paving slabs at the entrance of the Play Area. The quote for removing the grass from the edges in the car park is

not required as this work has been carried out by Mrs Riley. However, the Clerk will ask Mr Prior to dispose of the waste.

Mr Peter Dobson reported that there is a tree on Blenheim Road by the sub-station that is overgrown and is blocking the street light. The Clerk will ask Mr Prior to contact Mr Dobson to arrange an inspection of the tree and offer advice on what action should be taken.

The Clerk will also ask Mr Prior for an update on the planting of the new tree on the Village Green.

43/17 DISTRICT & COUNTY COUNILLOR REPORTS.

Mrs Anne Purse (County Councillor) – Mrs Purse reported that in her opinion a single Unitary Council for the whole of Oxfordshire is the best option and both SODC and VOWHDC are interested in taking this forward. It is hoped that Oxford City Council will also come around and support this option. It needs to make it fair for a city council that has had its own local powers. All cost savings made will be re-invested in services, and it is expected that in a few years time there will be no government grants, so a unitary council will be in a better position. A new paper drawn up by OCC, SODC and VOWHDC was released yesterday and Mrs Purse encouraged Councillors to read the paper and comment.

Mrs Purse reported that the plans for an Oxford-to-Cambridge express way is in its early stages at the moment. One route will go around Oxford, but it is not yet known how far out from Oxford it will go. Mrs Purse reported that she wanted something done straight away with the footpath in Manor Farm Road where Nesta Long's accident took place, so she inspected this footpath and the footpath from Cuddesdon Road to the bridge with Mr Keith Stenning OCC. The hole in the gutter close to the pavement on Manor Farm Road has now been filled in and the other footpath has been put up for review by OCC, so Mrs Purse is hopeful. However, it is not the only footpath in the village that is in need of repair. Mrs Purse asked if anyone would like to walk the village with her to inspect the footpaths and then a meeting can be arranged with Mr Keith Stenning. Mr Peter Dobson will liaise with Mrs Purse to arrange a date for this to be done. Mr Harris asked Mrs Purse if there is a minimum standard width for footpaths next to a busy road. Mrs Purse stated that there is an advisory width but she will check this information and let Mr Harris know. Mr Ayres stated that, that particular footpath has always been that width and suggested that there should be something slowing the traffic before the bridge. Mrs Purse stated that there is a warning notice before the bridge but people choose to ignore it.

Mr Brookes stated that there is a very big pothole in Gidley Way. Mrs Oakley stated that she has reported it to OCC Highways.

Mrs Purse informed Councillors that the meeting this evening will be her penultimate Parish Council meeting and thanked all Councillors for their help and support. Mr Peter Dobson passed thanks to Mrs Purse for all of her help and support over the years.

Mrs Elizabeth Gillespie (District Councillor) – Mrs Gillespie reported that both she and Mrs Purse have fought hard over the years protecting the Green Belt. A community group has been set up in the Baldons to fight to protect the Green Belt. Magdalen College has now started pre-application consultations with SODC on its expected Planning Application for its "Science Village", which will be refused by SODC as the site is unsuitable as it is in the Green Belt. SODC is expecting two Planning Applications for urban extensions on college-owned land in the Green Belt, both of which will be refused.

Mrs Gillespie reported that the new draft of the South Oxfordshire Local Plan 2033 will become available in the next two weeks for consultation.

With regards to SODC's support for a County-wide Unitary Council, Mrs Gillespie stated that this apparent change in priority did happen very quickly on SODC's side. Mrs Gillespie has huge doubts about it, particularly over the proposed planning structure and also where the cost savings will go. Mrs Gillespie is concerned that it is town-orientated and not village-focused. Mr John Cotton, the Leader of SODC, believes in it and believes that it will be more democratic to have a unitary council.

Mrs Gillespie stated that with regards the Oxford-to-Cambridge Express, no decision has been made, and this will be taken by Central Government.

Mrs Gillespie stated that SODC will not be increasing Council Tax this financial year.

Mr James Dobson asked about the Community Investment Fund. Mrs Gillespie stated that the opportunity will be opening at the end of this month for new applications for grants from this fund. There is a new budget, but the same concept continues and the maximum grant application will be limited to 50% of the total cost of any project proposed.

Mrs Palmer asked if residents in Oxfordshire would get individual votes with regards to a Unitary Council. Mrs Gillespie stated that the consultation is now open and individual votes can be made online.

44/17 TRAFFIC CALMING PLAN – Cuddesdon Road.

Mr Ayres reported that OCC will carry out the survey in approximately three weeks. Mr Ayres stated that due to the re-organisation of OCC departments there was a three month delay and then various other consultations took a few more months. Mr Ayres asked Mrs Purse why it takes so long for OCC to carry out requested work. Mrs Purse stated that Mr Keith Stenning is the representative to liaise with Parish Councils, and all other staff are now restricted on what they can do. It was agreed that Mrs Purse will arrange a meeting with Mr Keith Stenning, Mr Peter Dobson and Mr Ayres.

45/17 ANNUAL REVIEW OF RISK ASSESSMENTS.

It was agreed that a separate meeting will be held before the end of March to review the HPC risk assessments.

46/17 CORRESPONDENCE.

- a. RSN – Weekly Email News Digest 6.2.17. – (Circulated via email).
- b. Inside Government – Tackling Floods 2017. – (circulated via email).
- c. RSN – Rural Intelligence from behind the headlines 3.2.17. – (Circulated via email).
- d. Open Spaces Society – Latest News. – (Circulated via email).
- e. OPT – Oxford Preservation Trust Awards Now Open – (Circulated via email).
- f. OALC – Eynsham Parish Council Clerk Vacancy. – (Circulated via email).
- g. RSN – Spotlight on the Heart of the Village. – (Circulated via email).
- h. RSN – Weekly Email News Digest 13.2.17. – (Circulated via email).
- i. Community First Oxfordshire – At a Glance News. – (Circulated via email).
- j. SODC – Council Leaders’ Statement on Single Unitary Council for Oxfordshire. – (Circulated via email).
- k. RSN – Free Seminar – Rural Programmes. – (Circulated via email).
- l. RSN – Rural Intelligence from behind the headlines 10.2.17. – (Circulated via email).
- m. SODC – Business Leaders Inspired by Local World Leader. – (Circulated via email).
- n. SODC – 46 Young Achievers Awarded in South Oxfordshire. – (circulated via email).
- o. RSN – Rural Vulnerability Service – Rural Broadband February 2017. – (Circulated via email).
- p. OALC – One Oxfordshire – Yes or No? – (Circulated via email).
- q. RSN – Weekly Email News Digest 20.2.17. – (Circulated via email).
- r. OALC – Roles & Responsibilities Training. – (Circulated via email).
- s. SODC – Council Tax Frozen and more than a million to support community projects. – (Circulated via email).
- t. RSN – Rural Intelligence from behind the headlines 17.2.17. – (Circulated via email).
- u. SODC – Unitary Councils – Letter from Cllr John Cotton. – (Circulated via email).
- v. RSN – Rural Vulnerability Service – Rural Transport February 2017. – (Circulated via email).
- w. Charity Commission – Charity News Winter 2016. – (Circulated via email).

- x. RSN – Rural Intelligence from behind the headlines 24.2.17. – (Circulated via email).
- y. RSN – Weekly Email News Digest 27.2.17. – (Circulated via email).
- z. Oxfordshire South & Vale Citizens Advice – Headlines. – (Circulated via email).
- aa. OALC – February Update for Member Councils. – (Circulated via email).
- bb. OALC – Section 137 amount for 2017-18. – (Circulated via email).
- cc. CPRE – Housing White Paper. – Threats & Opportunities. – (Circulated via email).
- dd. RSN – Rural Opportunities Bulletin. – (Circulated via email).
- ee. Clerks & Councils Direct – March 2017 Newsletter.*
- ff. OCC – “ONE Oxfordshire” Posters.# & Circulated to Councillors.
- gg. OCC – Special Educational Needs & Disability Information, Advice and Support Services Poster.#
- hh. OCC – Consultation on Proposed Main Modification to Oxfordshire Mineral and Waste Local Plan: Part 1 – Core Strategy and Sustainability Appraisal Report & Update, February 2017. – **Noted.**
- ii. Oxfordshire FA – Raise Awareness of Football in Oxfordshire. *#
- jj. SODC – Local Plan Meeting. – **Mr Harris and Mr Peter Dobson will attend.**
** original held by the Clerk, copy available on request.*
displayed on Village Hall & village noticeboards.

47/17 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2442	Mr M Harris	Fixings for Dog Signs	2.49	14.99
2443	OCC	Traffic Calming Survey – Cuddesdon Road		750.00
2444	OALC	Annual Subscription	44.04	264.22
DD	PWLB	Village Hall Loan Repayment		822.75
2445	Mrs H Kogel	Salary 24/1/17-24/2/17		387.17
2446	Mrs H Kogel	Home Office February 2017		30.00
2447	Glanville Consultants Ltd	Services for traffic calming – Cuddesdon Road	550.00	3300.00
		TOTAL	596.53	5569.13

PAYMENTS – HORSPATH RECREATION CHARITY

Chq	To Whom Paid	Details	Vat	Total £
100049	Southern Electric	Power Supply to Xmas Tree	12.03	69.91
		TOTAL		69.91

48/17 RECEIPTS

Date	Received from	Details	Total £
1.2.17	SODC	2 nd Instalment of grant for Defibrillators	646.00
		TOTAL	646.00

49/17 AOB

- a. Mrs Palmer gave her apologies for her absence in advance for the next Parish Council meeting.
- b. Mr Ewart reported that a Southern Electric driver has recently driven a hi-ab lorry over the Village Green to repair an electricity pole causing lots of damage to the grass area. It was agreed that the Clerk will contact Southern Electric and request that they arrange for repairs to be carried out.
 Mr Ewart stated that the FoH haven't had the traffic mirror erected as yet. Trustees of the Recreation Charity agreed to cover the cost of the mirror and the installation which is £350.00. Councillors agreed

that Mr Ewart go ahead and purchase the mirror. Mr Ewart has carried out the Risk Assessment and has the location plan.

- c. Mrs Watson reported that the road sign from Wheatley to Ladder Hill has been knocked over. Mrs Purse will report to OCC Highways.

Mrs Watson informed Councillors that the meeting this evening will be her last meeting as a Parish Councillor. Mr Peter Dobson passed thanks to Mrs Watson for all of her help over the years.

- d. Mr Harris reported that he has received advice from a solicitor specialising in the specific aspects of English Law relating to common land and village greens, with regards to installing a war memorial on the Village Green. The solicitor has stated that there is no law prohibiting this. Mr Peter Dobson stated the sub-committee will arrange a meeting to discuss the war memorial further.

Mr Harris reported that the recent criminal damage to the heavy steel gate to the bat hibernaculum has been reported to Thames Valley Police. Councillors agreed for Mr Harris to arrange for the repairs to be carried out.

Public:

- e. Mrs Riley stated that with regards to the Village Hall, everyone should wait and see what happens on Friday when Executive Fire visit the site to give a quotation for the works. Mr Peter Dobson stated that it is important that Councillors understand what is required by law and what exactly we are getting. Mr Peter Dobson stated that the Parish Council will contact Community First Oxfordshire for advice.

Mrs Riley stated that she has cleared all of the grass from the kerbs in the Village Hall car park but has left the waste to be cleared. The Clerk will ask Mr Prior to clear the waste.

- f. Mrs Oakley reported that she has recently reported four potholes in the village, two of which were marked with white lines days later but no action taken on the other two.

Mrs Oakley stated that in March 2016 and November 2016, Mrs Gillespie reported that SODC was looking at SODC and VWHDC working together but now John Cotton wants to go with the Unitary Council, so how can a decision change so quickly? Mrs Gillespie stated that things have changed very quickly and John Cotton is convinced that it would be forced upon us, so he wanted to be there and involved. The talk of John Cotton becoming the Leader of a Unitary Council is untrue and this is not being done for his own wellbeing. Mr Peter Dobson stated that over a period of time, if you have the opportunity to make a difference, it is better to be involved.

- g. Mrs Purse stated that Maple Children's Centre has secured a grant from OCC for £10,000.00 per year for the next three years. Mr Peter Dobson stated that when the centre is established, the matter should be brought back to Horspath Parish Council for consideration of a donation. Mrs Purse stated that the centre is hoping to outreach and keep links to Horspath.

- h. Mrs Gillespie stated that she is shocked to hear that Parish Councillors are a victim of such ignorant behaviour by others.

- i. Mr Clarke stated that there are dustbins that have been left opposite the school. Mr Peter Dobson stated that the bins have been blown over in the wind and are now damaged. They have been put by the salt bin. The Clerk will report to SODC.

Mr Clarke reported that there is a silver LWB van that parks on the grass verge every weekend opposite the shop that completely blocks the footpath. Mr Peter Dobson suggested that Mr Clarke reports the vehicle to Thames Valley Police.

50/17 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21st March 2017 (To be confirmed)

Horspath Parish Council Meeting – Tuesday 4th April 2017