

HORSPATH PARISH COUNCIL  
**Minutes of the Parish Council Meeting held on 6<sup>th</sup> March 2018**  
**At 8pm 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 Palmer, Mrs H Kogel (Clerk), Dr. K Johnson (County Councillor), Mrs E Gillespie (District Councillor).

**Apologies**

**Absent:** Mr K Brooks

**Public:** 8

**36/18 APOLOGIES FOR ABSENCE** – Mr Brooks was absent from the meeting.

**37/18 DECLARATION OF INTEREST** – None.

**38/18 EMERGENCY BUSINESS.**

Mr Peter Dobson reported that Mr Hamlet has submitted an invoice for £785.00 and a breakdown of costs for the emergency repairs to the Village Hall.

**39/18 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 6<sup>th</sup> February 2018 were amended on:- **Item 33/18 AOB (b)** to read:- *Mr Ewart reported that he is not able to sort the link path to the Hub, it needs a few bags of grit sand to level it off as it is very well used. This is a job for a handyman.*  
The Minutes were agreed as correct and signed by the Chairman.

**40/18 MATTERS ARISING.** – There were no matters arising that are not already listed on the agenda.

**41/18 PLANNING APPLICATIONS.**

<b>P18/S0498/ FUL</b>	<b>137 Cuddesdon Road, Horspath</b>	<b>(Full Application)</b>
	Conversion of existing building to provide three bedroomed single storey dwelling with private garden, off street parking and provision of enclosed bin stores. – <b>Councillors voted unanimously in favour to recommend that this application be approved.</b>	
<b>P18/S0455/ HH</b>	<b>96 Gidley Way, Horspath</b>	<b>(Householder)</b>
	Replacement conservatory frames and roof. - <b>Councillors voted unanimously in favour to recommend that this application is approved.</b>	

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

<b>P18/S0143/ HH</b>	<b>12 Church Road, Horspath</b>	<b>(Householder)</b>
	Single storey extension at the rear. – <b>Granted.</b>	

**42/18 CLERK'S UPDATE.**

**Signs, Bollards & White Gates – Cuddesdon Road** – Mr Francis, OCC Highways met with Mr Peter Dobson and Mr Harris and confirmed that speed limit repeater signs are not permitted in Cuddesdon Road due to the Traffic Signs Regulations and General Directions 2016. Mr Francis has requested that the white gates be repaired and re-painted. The Clerk will contact Mr Francis for a date when the gates will be repaired and re-painted.

**Uninsured Car on the Village Green** – TVP has written to the owner and asked them to remove the vehicle. The Clerk will contact TVP again as the vehicle has not been removed.

**Oxford Harlequins Rugby Club** – Passed thanks to the Parish Council for changing their objection to their planning application to a recommendation.

**Salt Bins** – The Clerk has made another request to OCC for the salt bins in the village to be re-filled. Dr Johnson has also made a request to OCC for the bins to be re-filled.

**Horspath Cycle Speedway Club** – Councillors are welcome to visit the Club to see the improvements that have been made as a result of the grant from HSPT.

**HSPT** – Mr Barnes has provided an estimate cost of £1450.00+vat to carry out the works required on the last three years accounts. Councillors agreed that the Clerk should instruct Mr Barnes to go ahead with the work.

**Stagecoach Site Inspection** – The Clerk circulated the email from James Offen, Property Consultant. Mr James Dobson reported that the site and general operation was well-facilitated. The works that have been carried out are all in good condition and Mr Offen was satisfied with the standard of the works. Mr Offen stated that some work may have been carried out for Hanson prior to granting a licence for the installation of the electrical supply. Mr Harris stated that the Clerk should contact Mr Andrew Miscampbell to check that this matter has been concluded. Mr Harris suggested that the Clerk should ask Mr Offen to send in his invoice for his services to date.

#### **43/18 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Dr. Kirsten Johnson (County Councillor)** – Dr Johnson reported that OCC's budget was passed two weeks ago. Dr Johnson will have £15,000.00 to spend on local initiatives. Mrs Palmer asked if some of this money could be used to cover the cost of continuing the minibus service in the village. Dr Johnson stated that OCC would rather see the money used for community initiatives than for a taxi service.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie reported that she represented SODC at a meeting with Highways England with regards to the Oxford-Cambridge Expressway. There were very good ideas put forward at the meeting by Swindon and Kettering. Mrs Gillespie reported that she has also attended some very interesting meetings with the Expressway Action Group. Mr Harris asked further about the meeting with Highways England. Mrs Gillespie stated that she represented SODC at the meeting with Highways that was held in Milton Keynes where they were talking to all Leaders of Councils. Mrs Gillespie stated that the NIC report is crucial, and when Highways England has released the information on the preferred corridor, if necessary, they will have to re-look at it after the NIC report is available. Mrs Gillespie stated that the Leader of Swindon Council brought up the prospect of improving the A420 and although Highways England stated that the A420 is out of their scope for the Ox-Cam project, they have agreed to look at it. Mrs Gillespie stated that the plan for the proposed housing development at Chalgrove is moving on.

Mr Horsley reported that the waste bins were not emptied yesterday. Mr Peter Dobson stated that the bins were emptied today, however an email from SODC stated that if bins were not collected by Monday, residents were asked to take them back in and that they would be collected the following week. Mrs Gillespie was not aware of the information given in the email. Mrs Gillespie reported that she has recently visited the site where they dispose of food waste and will be visiting the Grundon waste site on Friday. She has also requested a ride with the waste collection crews. Mrs Palmer asked Mrs Gillespie about the recent information on not using biodegradable bags for food waste. Mrs Gillespie stated that ideally food waste should be disposed of in newspaper as the machinery used at the waste disposal site cannot deal with plastic and it is contaminating the food waste and the compost coming out of it. More information to follow.

#### **44/18 REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS.**

Mr James Dobson stated that Item 69 in the Standing Orders should be amended to read:- *If a member of the public interrupts the proceedings at any meeting, the Chairman may, after warning, order that he/she be removed from the Council Chamber and if necessary close the meeting.*

Councillors agreed to the amendment, and the Clerk will amend the Standing Orders. Mr Peter Dobson asked Councillors to inform the Clerk if there are any further amendments required in the future.

**45/18 PROGRESS REPORT FROM THE HPC WAR MEMORIAL SUB-COMMITTEE.**

Mr James Dobson stated that at the last Parish Council meeting, the location, design and funding of the war memorial was agreed. A full planning application has now been submitted to SODC as the memorial does not come under permitted development rights. Mr Horsley stated that this is an opportunity for residents to write to SODC to either support or object to the memorial.

**46/18 REVIEW OF BURIAL GROUND RULES & FEES.**

Mr Horsley has informed Funeral Directors of the new cost for burials. Councillors agreed to defer increasing other burial ground fees until April 2018.

**47/18 CHEQUERS INN PUB – Update.**

Mr Peter Dobson stated that at a Parish Council meeting held on 16<sup>th</sup> January 2018 it was agreed to follow legal advice and sign a new lease. It was also agreed, based on legal advice to undertake a rent review in November 2018 based on market value. The lease has now been signed by Mr Peter Dobson and Mr Martin Harris and hand delivered to Blake Morgan Solicitors. It was agreed that the Clerk will contact the District Valuer in August 2018 to arrange for a valuation of the car park. Mr Harris stated that now this matter has been settled, HPC needs to make sure that the tenants conform to the terms of the lease.

**48/18 UPDATE ON THE CAMPAIGN AGAINST ROUTEING THE OXFORD-CAMBRIDGE EXPRESSWAY NEAR HORSPATH – Mr Harris to report.**

“Mr. Harris reported that the Department of Transport had informed those groups campaigning for a Public Inquiry into the routing of Ox-Cam through Oxfordshire, including the County Council, CPRE Oxfordshire, and the Expressway Action Group (EAG) where he represents Horspath PC, that there will be no Public Inquiry allowed into this project, and that Highways England will announce the selected route corridor for the road in the summer of 2018. Only the Stakeholder Reference Groups, like the Environmental Stakeholder Reference Group, of which EAG is a member, will be consulted further, but unhelpfully without any discussion or knowledge of the actual routes which Highways England has under consideration. Mr. Harris said that EAG was continuing with its campaign in three ways to protect its 30 South Oxfordshire member villages from an unwelcome imposition on them of this Expressway:

1. EAG’s co-ordinator Mr. Peter Rutt has met in London with the First Secretary of the Treasury to promote the financial advantages of avoiding the building of a route for the Expressway across the Green Belt of South Oxfordshire.
2. EAG’s team has taken every opportunity to promote the inclusion of the upgrade of the A420 Swindon-Oxford road to take some of the N-S and S-N heavy goods vehicles off the Botley section of the A34, which is already a traffic bottle-neck. This traffic originates from the eastbound side of the M4 and is headed towards Birmingham, the Midlands and the North, and currently uses the A34 from Newbury to Oxford, which would then be relieved of this traffic. At present the plan to improve the A420 is not included in the remit of the Ox-Cam project, so EAG is asking that it should be included, as it would connect the Oxford-Cambridge Knowledge Arc to the growing industrial hub at Swindon, and at the same time relieve the weight of heavy lorries travelling up and down the A34 from Didcot to Oxford and the southern by-pass section of the Oxford Ring Road.
3. EAG’s specialist advisers on the natural environment and wildlife in the River Thames valley have produced a large amount of survey evidence for Highways England to indicate that any southern route across South Oxfordshire for Ox-Cam would put at risk a large number of protected habitats and important species of wildlife. To formalise this evidence EAG commissioned the environmental consultancy Lepus Consulting

to produce a very thorough preliminary desk-based Ecological Appraisal report on the natural environment of South Oxfordshire along a possible route for Ox-Cam, which has been funded by EAG's generous supporters. The report indicates that if a road is to be built across South Oxfordshire, there is a statutory requirement to carry out further extensive and detailed fieldwork studies on the ground."

#### **49/18 CONTINUATION OF MINI BUS SERVICE.**

Mr Peter Dobson reported that the existing trial mini bus service will run until the end of April. The continuation of the service will be an agenda item at the HSPT meeting held in March.

Mrs Palmer reported that there have been full seat occupancy of the mini bus on every service apart from two, one of which was during the bad weather conditions.

Mr Harris reported that Mr Jon Cuthill from the BBC was filming in the village yesterday for the programme "Inside Out", which will be broadcast on BBC1 next Monday evening. Mr Cuthill was interested in interviewing everyone who had attended the bus users' meeting. He also interviewed the Chairman of the Oxford Bus Users Group, Mr Hugo Jaeger who has emailed a letter to Mr Harris and Mrs Palmer detailing what he thinks is the real situation with the bus services. Mr Harris will circulate the email to all Councillors. Mr Hugo Jaeger is very supportive of villages and has stated that he will help Horspath to get a bus service back in the village. Mr Ewart stated that Horspath is the largest village in Oxfordshire that is without a bus service.

Dr Johnson stated that she has received emails from Mr Hugo Jaeger in the past and welcomed a joint approach with OCC to the bus service. Dr Johnson stated that a Community Transport Officer is now in place and will be looking at rural transport. Dr Johnson has enquired about the Total Transport Scheme that is a possibility in some areas but not others. Dr Johnson reported that she has met with David Taylor, of OCC to discuss the Section 106 money, which comes from developers. Mr Taylor has stated that there is £56,000.00 earmarked to open a bus route from Wheatley to Horspath, to Cowley. Mr Horsley stated that when Horspath Parish Council and other local Parish Councils were looking at the possibility of bus routes, Wheatley representatives did not attend the meeting.

#### **50/18 HOSPITAL CAR SERVICE IN HORSPATH. – This item will be deferred until the next meeting.**

#### **51/18 CORRESPONDENCE.**

- a. Mr Stephen Smith – Letter regarding land adjacent to No.19 Oxford Road, Horspath. – (Circulated via email). – **Mr Peter Dobson stated that the letter indicates the reason and the need for the two properties, which are intended for use by Mr Smith's father and sister. In line with Mr Smith's requirement, he is also prepared to discuss an opportunity for HPC. Mr Harris stated that it is not clear exactly what Mr Smith wants from the Parish Council. Mr Harris also stated that HPC needs to know the exact size of the land and to enquire if the landowner would be willing to allow HPC to use part of the land for a community woodland area where trees could be planted to shield the night-time light coming from the Unipart site and the BMW Mini Plant. Mr James Dobson stated that this item has been discussed by HPC several times and at one point a sub-committee formed to deal with it. Mr Peter Dobson stated that Mr Smith is not looking to sell the land to HPC or to travellers, as he wants to build two houses on the land for family members. Mrs Gillespie stated that from SODC's prospective, it was unlikely that travellers would get planning permission. Travellers have used various "special circumstances" to remain on some sites and that residents in Garsington are very upset with about the traveller's remaining on a site in their village. Mr Horsley stated that Mr Smith should submit a planning application to SODC for two houses. Mrs Gillespie hoped that with the Parish Council's support, planning permission might be possible. Mrs Gillespie will make further**

**enquiries at SODC and will report back to the Parish Council. Mr Peter Dobson stated that when more information is available, a sub-committee could then meet with Mr Smith.**

- b. SODC – Good causes encourage to sign up and get money from new community lottery. – (Circulated via email).
- c. SODC. – Nando’s confirmed for Didcot as part of Orchard Centre expansion. – (Circulated via email).
- d. OCC. – Wildlife & Countryside Act 1981 and Natural Environment & Communities Act 2006 (NERC Act). – Consultation: 32 Applications for definitive map modifications orders to upgrade restricted byways to byway open to all traffic status. (Circulated via email). – **It was agreed that the Clerk will reply stating that to the best of HPC’s knowledge, this bridleway has never been used for vehicular traffic/access and should not be used for this purpose.**
- e. RSN – Rural Opportunities Bulletin February 2018. – (Circulated via email).
- f. Dr. Kirsten Johnson. – Expressway Briefing. – (Circulated via email).
- g. SODC – Invitation to attend the South & Vale Voluntary & Community sector forum on 14.3.18. – (Circulated via email).
- h. SODC – Pop Up Business School aims to start over 50 new businesses in Didcot. – (Circulated via email).
- i. SODC – South News February 2018. – (Circulated via email).
- j. RSN – Weekly Email News Digest 5.2.18, 12.2.18, 19.2.18, 26.2.18. – (Circulated via email).
- k. The Maple Tree – What’s on this week 12.2.18, 19.2.18, 26.2.18. – (Circulated via email).
- l. CPRE – Cherwell Local Plan – Public Demonstration 26.2.18. – (Circulated via email).
- m. OCC – Planning Ref: LL.0088/17. – (Circulated via email).
- n. RSN – Rural Intelligence from behind the headlines 2.2.18, 9.2.18, 16.2.18, 23.2.18. – (Circulated via email).
- o. OCC – Battle’s Over – A Nationwide Tribute to the end of the First World War – Invitation to Parish Churches. – (Circulated via email).
- p. Councillor Elizabeth Gillespie – South Oxfordshire February Report. – (Circulated via email).
- q. SODC – Press release: £8 Million awarded by Government for new Wantage link road. – (Circulated via email).
- r. SODC – South Chairman’s Charity Dinner. – (Circulated via email).
- s. SODC – Innovative district heating network could be built in Didcot. – (Circulated via email).
- t. CPRE – Oxford-Cambridge Expressway – Call for Public Inquiry. – (Circulated via email).
- u. OCC – Temporary Road Closure at Horspath Road, Oxford. – (Circulated via email).
- v. RSN. – Rural Vulnerability Service Rural Broadband February 2018. – (Circulated via email).
- w. SODC – South Oxfordshire Local Plan – Update for Town & Parish Councils. – (Circulated via email).
- x. Community First Oxfordshire – PAT Testing Training 28.2.18. – (Circulated via email).
- y. Keep Britain Tidy. – Register your Parish Council for #GB Spring Clean. – (Circulated via email).
- z. SODC – Sunnyhill Vineyard – New Premises License Application. – (Circulated via email).
- aa. John Howell MP – The Oxfordshire Comet. – (Circulated via email).
- bb. General Aviation Alliance. – Local Airspace Development Consultation Notice. – (Circulated via email).
- cc. OCC. – Weather Update. – (Circulated via email).
- dd. SODC – Government green-lights first use of autonomous vehicles on UK roads. – (Circulated via email).
- ee. TVP – Policing in the Thames Valley, February 2018. – (Circulated via email).
- ff. Oxfordshire South & Vale Citizens Advice. – Headlines February 2018. – (Circulated via email).
- gg. SODC. – South & Vale VCS Forum 14.3.18. – (Circulated via email).
- hh. RSN. – Spotlight on Rural Health & Social Care. – (Circulated via email).
- ii. SODC – Notification of 2 new residential dwellings to be known as 49 & 49A Gidley Way, Horspath. – (Circulated via email).

- jj. OCC – Weather Warning – Wind – Yellow Warning. – (Circulated via email).
  - kk. SODC – Science Vale UK Companies star in new science film. – (Circulated via email).
  - ll. SODC – Names for food waste recycling trucks chosen by local school children. – (Circulated via email).
  - mm. Oxford Preservation Trust. – OPT Awards 2018 now open to entries. – (Circulated via email).
  - nn. RSN. – Rural Vulnerability Service – Fuel Poverty - February 2018. – (Circulated via email).
  - oo. OALC – February Update for Members. – (Circulated via email).
  - pp. Dr Rob Bellamy – University of Oxford Workshop. – (Circulated via email).
  - qq. OALC – NALC GDPR Toolkit. – (Circulated via email).
  - rr. SODC – South Oxfordshire Local Plan Update. – (Circulated via email).
  - ss. SODC – Annual Voluntary & Community Sector Forum Event. – (Circulated via email).
  - tt. CPRE – Oxon News February 2018 – Fight goes on for Cherwell Green Belt. – (Circulated via email).
  - uu. OPFA – Helping Communities make good space for sport and play.\*
  - vv. Oxford City Council – Change to the way in which some services provide by Oxford City Council will be delivered in the future.\*
  - ww. SODC – New SO Charitable Lottery to raise fund for good causes in South Oxfordshire. – **Noted.**
  - xx. SODC – A quarter of a million pounds awarded to sports club in Thame. – (Circulated via email).
  - yy. SODC – South Oxfordshire District Council Grants. – (Circulated via email).
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

**52/18 PAYMENTS.**

Chq	To Whom Paid	Details	Vat	Total £
2532	Oxfordshire Assoc for the Blind	Donation		50.00
2533	Mr Giles Macdonald	Deposit fee for the War Memorial		775.00
2534	OPFA	Annual Subscription		42.00
2535	Mrs Hayley Kogel	Salary 24/1/18 – 24/2/18		402.77
2536	Mrs Hayley Kogel	Home Office February 2018 Postage		30.00 4.40
DD	PWLB	Loan Repayment for Village Hall		773.25
2537	OALC	Annual Subscription	44.54	267.24
2538	001 Taxis	Minibus Service for March 2018		192.00
2539	001 Taxis	Minibus Service for April 2018		192.00
2540	SODC	Planning Application Fee		231.00
2541	Mr R Hamlet	Emergency repair works to Village Hall & Scout Hut	130.85	785.11
		<b>TOTAL</b>	<b>175.39</b>	<b>3744.77</b>

**53/18 RECEIPTS.**

Date	Received from	Details	Total £
10.11.17	Tony James Memorials	1 x Memorial Fee	130.00
10.11.17	Mossop's Funeral Director	1 x Tablet Fee	75.00
22.1.18	S&R Childs	1 x Burial Fee	300.00
		<b>TOTAL</b>	<b>505.00</b>

**54/18 AOB**

- a. Mrs Oakley reported that she has advised and sent photographs to the Planning Enforcement Team at SODC that the builders have not adhered to the planning permission granted for the property development

at 10 Butts Road. The property has planning permission for dormer windows but instead floor-to-ceiling windows have been installed with a balcony. SODC's Enforcement Team is now in discussions with the builders. Mrs Gillespie stated that Council's do not have a statutory duty to employ an Enforcement Officer, but SODC does. Mrs Gillespie also stated that the Enforcement Officer will often say that if the building work isn't that far off of the approved plans, then the works will be allowed, but this is a very long process. Mrs Gillespie will look into this matter and report back to the Parish Council.

Mrs Oakley stated that in two weeks' time the bad weather is due to return and the village will need the salt bins re-filled by then. Dr Johnson asked that she can be notified if the bins are not re-filled by 15<sup>th</sup> March 2018.

- b. Mr James Dobson reminded Councillors that Mrs Anne Purse attended a Parish Council meeting recently to ask for support for the Maple Tree Centre in Wheatley. Mr Peter Dobson stated that HPC requested some more information about the Centre, which has not been received. Dr Johnson stated that OCC has agreed a three-year grant to the Centre of £10,000.00 per year. However, OCC are charging the Maple Tree £10,500.00 per year rent on the building. Next year the grant will reduce to £7,000.00 per year and no further grants after that time. Dr Johnson reported that the Trust is working on a budget of £60,000.00 and their business model is looking good. They are applying to SODC's new lottery scheme as well as for other grants. Dr Johnson stated that there are seven families from Horspath using the facility and any support from HPC would be much appreciated. Dr Johnson will ask Chris Sewell from Maple Tree to email over a copy of their business plan to the Clerk. Councillors agreed that this will be considered at the April meeting.
- c. Mr Burgess stated that there are molehills all over the Village Green. Councillors agreed for Mr Peter Dobson to contact Mr George Walker to deal with this matter.
- d. Mr Harris reported that as Chairman of Horspath Neighbourhood Development Plan, he has agreed to attend three training courses to assist with setting up the Plan.

Public:

- e. Mr Aries stated that there are three letters on the window sill in the Morgan Room. The letters were passed to Mrs Riley to pass on to the relevant people.
- f. Mr Lee Clarke reported that the 5-bar gate is regularly left open and the high barrier is not locked. Mr Peter Dobson will arrange for the lock to be welded to the 5-bar gate and arrange for someone to look at the barrier.  
Mr Lee Clarke stated that Cycle Speedway will be extending the fence put up approximately six months ago by the Cricket Club.
- g. Mr Gordon Clarke stated that the issues with the builders at Butts Road are also an issue at Blenheim Hill. Mr Clarke stated that Health & Safety at the sites is non-existent and the builders should be advised that unless they clear the roads, the sites will be shut down.  
Mr Clarke also reported that a new soak-a-way has appeared in the Wildlife Conservation Area from the wall of the property so the water is running into the Conservation Area. Mrs Oakley stated that this is actually on the property owner's land. Mr Clarke will email a photograph to Mr Peter Dobson.  
Mr Clarke reported that the drains and gullies at Manor Drive have still not been cleared. The Clerk will report this matter to Highways Department again.
- h. Mrs Riley stated that HPC has been talking about a war memorial for the last five years and are now saying that full planning permission is required. Mrs Riley asked if the memorial will be in place by November 2018. Mr Peter Dobson stated that the sub-committee anticipated that planning permission would fall under permitted development rights but it was confirmed that full planning would be required. The application is with SODC Planning and could take up to eight weeks for approval to be granted. Mrs Gillespie stated that the planning application will not come to HPC for approval which may reduce the time required. Mr Peter Dobson stated that the timeframe and plan indicates that the memorial should be in place by November

2018. Mr Peter Dobson stated that should objections be directed to SODC it could cause further delay. Mr Peter Dobson stated that he would be disappointed if SODC does not approve the application.

- i. Mrs Riley asked if HPC appoints a handyman, will Mr Hamlet not be carrying out repair work for the Parish Council any more. Mr Peter Dobson stated that Mr Hamlet is doing a very good job of the professional works required, but sometimes there are jobs that can be done by a handyman rather than a builder. Mr Peter Dobson will arrange to speak with Mr Allan Jones to discuss works required. Mrs Riley stated that she would like to see the outside area of the Village Hall tidied up.

**55/18 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 20<sup>th</sup> March 2018 (To be confirmed).

Horspath Parish Council Meeting – Tuesday 10<sup>th</sup> April 2018.

\*\*\*Due to Easter Bank Holiday, the date of the April meeting has been changed\*\*\*

Horspath APM – Monday 23<sup>rd</sup> April 2018 at 8pm.