

**DUE TO THE CURRENT GOVERNMENT RESTRICTIONS IN PLACE FOR THE CORONAVIRUS EMERGENCY, HORSPATH PARISH COUNCIL CANCELLED THE AUGUST MEETING AND HELD THE PARISH COUNCIL MEETING REMOTELY.**

**HORSPATH PARISH COUNCIL  
Minutes of the Parish Council Meeting held on 4<sup>th</sup> August 2020  
At 8.00pm.**

**Present:** Mr D Burgess, Mr P Dobson (Chair), Mr J Dobson, Mr P Ewart, Mr M Harris, Mrs B Oakley, Mrs H Kogel (Clerk). Mr T Bearder (County Councillor), Mrs E Gillespie (District Councillor).  
**Apologies** Mrs L Hofen.  
**Absent:** 3  
**Public:**

**102/20 APOLOGIES FOR ABSENCE.** – Apologies were made on behalf of Mrs Hofen.

**103/20 DECLARATION OF INTEREST.** – None.

**104/20 EMERGENCY BUSINESS.** – None.

**105/20 MINUTES FOR APPROVAL.**

The Minutes of the Parish Council Meeting held on 7<sup>th</sup> July 2020 were amended on Item 94/20 -**Re-Opening of Play Areas** Mrs Legg, Wheatley Parish Clerk, stated that *Littleworth* are carrying out cleaning of the play equipment themselves. The Minutes were then agreed as correct and signed by the Chairman.

**106/20 MATTERS ARISING.**

**94/20 Clerk's Update - Wrigley's Solicitor's** – The Clerk is waiting for advice from Blake Morgan after they have reviewed the lease before consideration is given to assign the lease from Scoto Ltd to Thames Transit Ltd.

**107/20 PLANNING APPLICATIONS.**

**P20/SS04/ 1 Church Road, Horspath (Householder)**  
**HH** Single storey rear extension. – **Councillors voted in favour, and recommended approval.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS – None.**

**108/20 CLERK'S UPDATE.**

**Overgrown Conker Trees at Manor Road** – OCC has confirmed that they will carry out the necessary work to the conker trees to provide appropriate clearance to the road.

**Horspath Feast** – Mr Pettigrove is planning on coming in September subject to the situation with Covid-19, but has requested that the Clerk contact him nearer to the time. Mr Pettigrove will provide risk assessments, signage and hand sanitizer. Advice has also been sought from OALC on whether this event should go ahead. – **Following discussions about the current situation with COVID-19, Councillors voted unanimously that Horspath Feast will be cancelled this year. The Clerk will inform Mr Pettigrove.**

**Rospa Playground Inspection** – The inspection on both Play Areas has been booked to take place in August 2020.

**Re-Opening of Play Areas** – Safety Signs have been ordered.

**Precept 20/21** – A Finance Meeting was held on 30<sup>th</sup> July 2020, with Mr Peter Dobson, Mr James Dobson, Mr Dick Burgess and the Clerk. All actual and expected income and expenditure for 20/21 was reviewed, and there are areas where cost savings are possible. It was agreed that the finances will be carefully monitored throughout the year. The Clerk has written to Mrs Sue Cooper, Leader of SODC and Mr Mark Stone, Chief Executive of SODC to see if they are able to assist with the error made in the Precept 20/21. The Clerk thanked Mr Bearder for his assistance with this matter.

**Parish Councillor Vacancies** – An advert has been placed on the village noticeboard.

**Parish Council Website** – The Clerk has spoken with Ms Rebecca Hyde at White Earth Designs with regards to the village website and the new regulations. Ms Hyde stated that there are so many rules in place for compliance, but the most important thing is to make sure that you have a happy balance to show that you are making the website accessible and useable to all people. Ms Hyde needs access to the village website so that she can see if she is able to export all of the information from the existing website onto a new website as there is a lot of information and history on the existing website. Ms Hyde provided some guideline costs for work to the website, to re-vamp the existing website so that it meets the new regulations and is accessible and useable to all people would start at around £3,000.00 (depending if she is able to export all of the information) or to create a completely separate website for HPC, costs would start at around £1,000.00. In addition to the above costs, there will be a monthly fee of around £60.00 to cover domain name, maintenance, hosting, back up and software updates. Ms Hyde has agreed to attend the September Parish Council meeting via Zoom to give a short presentation and answer any questions that Councillors may have. It may be an idea before then to give some thought as to whether we want to keep and re-vamp the existing website or have a completely separate new website for HPC.

**Community Bus Meeting 2/9/20** – Mr Ewart agreed to attend the meeting and Mr Peter Dobson will attend if he is available.

## **109/20 NEW PLAY AREA**

Mrs Oakley reported that she is working alongside Gabby with the plans for a new Play Area. Mrs Oakley stated that Komplan Playgrounds has produced the best plan for the Play Area, which she would like to locate at the bottom corner of the field parallel with the over-flow car park, covering an area of 40 square metres. The old Play Area will be dismantled and turned into a sensory garden, and the top Play Area could be turned into an adult multi-gym in the future. Mrs Oakley suggested that Councillors visit Little Milton Play Area as the plans for the new Play Area are very much the same. Mrs Oakley stated that the cost of the new Play Area, which will be for all ages will be approximately £120,000.00, which she is expecting to be covered completely by grants from SODC, Wren and two other companies. A representative from Komplan is willing to come to site to meet with Councillors to discuss the plans and answer any questions. Mr James Dobson asked if the site for the Play Area is where there has been a flooding issue in the past. Mrs Oakley stated that the areas at the bottom corner of the field is not affected by flooding, however the engineer for Komplan has stated that if there is a chance of flooding, they can install French drains. Mr Burgess stated that the area in question is affected by flooding, as there has been a problem with cutting hedges in the past. Mrs Oakley stated that there has recently been flooding in the village but it did not affect this particular area. Mr Peter Dobson stated that HPC will need more information with regards to the drawings, comparable costs, timings, location, including possible alternative sites, and equipment for further consideration. Mrs Oakley stated that the equipment in the Play Area's at the moment is standard, and some of which is broken. Mr Peter Dobson stated that the broken equipment will be taped off until repairs can be arranged after the inspection has taken place. Mrs Oakley will circulate plans of the Play Area to all

Councillors and then arrange a meeting on site. Mr James Dobson suggested that a sub-committee is formed to assist with this project, and communicate our intent to the village and open a consultation. Mr Peter Dobson thanked Mrs Oakley for moving the project forward.

#### **110/20 DISTRICT & COUNTY COUNCILLOR REPORTS.**

**Mr Tim Bearder (County Councillor)** – Mr Bearder reported that there are travellers in Wheatley, which has caused problems. Mr Bearder urged HPC to take active measures now to protect the village. Mr Peter Gammon, OCC will come to the village to inspect areas that may need additional security measures if required.

**Mrs Elizabeth Gillespie (District Councillor)** – Mrs Gillespie reported that Mr Martin Harris did an amazing job at the EiP, at which Mrs Gillespie put in a good written submission and spoke about Northfield and Grenoble Road. As a team, a good case was put up for the Northfield development. Mrs Gillespie stated that the South Oxfordshire Local Plan is un-sound and has many holes in it, and she cannot see a way that the Inspector can pass it. The Inspector is aware that the Local Plan was put together in six months. Mrs Gillespie stated that we should have a better idea on Friday as the Inspector may make them do a sustainability appraisal. Mr Peter Dobson thanked both Mrs Gillespie and Mr Harris for all of their hard work.

#### **111/20 CORRESPONDENCE.**

- a. RSN - The Rural Bulletin. – 7/7/20, 14/7/20, 21/7/20, 28/7/20. – (Circulated via email).
- b. OALC – Train the Trainer. – (Circulated via email).
- c. NALC – Chief Executive’s Bulletin 3/7/20, 10/7/20, 17/7/20, 24/7/20. - (Circulated via email).
- d. NALC – Supporting Local Councils to Reopen Playgrounds Safely. – (Circulated via email).
- e. OALC – Reopening of Play Areas. – (Circulated via email).
- f. My Parish Council – Oxfordshire- Fully Compliant WCAG 2.1 Parish Council Website. – (Circulated via email).
- g. BHIB – FCA Business Interruption Test Case Update. – (Circulated via email).
- h. NALC – Coronavirus – Information for Town & Parish Councils 2/7/20, 21/7/20, 30/7/20. – (Circulated via email).
- i. Citizens Advice Oxfordshire South & Vale – In Touch with You. – (Circulated via email).
- j. CPRE – Parish Council Survey Summer 2020. – (Circulated via email).
- k. SODC – Town and Parish Councils Update 8/7/20, 30/7/20. – (Circulated via email).
- l. NALC – Unveils plans for a series of online events. – (Circulated via email).
- m. Mr Tim Bearder – Greenbelt. – (Circulated via email).
- n. RSN – Rural Funding Digest July 2020. – (Circulated via email).
- o. SODC – Town & Parish Councils Update. – (Circulated via email).
- p. SODC – Plans underway for the reopening of leisure centres in South Oxfordshire. – (Circulated via email).
- q. CPRE – Regeneration of the countryside. – (Circulated via email).
- r. SODC – South Oxfordshire Local Plan Examination Hearings get underway online. – (Circulated via email).
- s. John Howell MP – Note from John Howell MP. – (Circulated via email).
- t. SODC – District Council Update 22<sup>nd</sup> July 2020. – (Circulated via email).
- u. SODC – Cuddesdon & Denton Neighbourhood Plan – Publicity period closes on 28/7/20. – (Circulated via email).
- v. OCC – Temporary Road Closure, Wheatley, Ladder Hill. – (Circulated via email).
- w. BBOWT – You’re invited to Wild Parishes Webinar series. – (Circulated via email).

- x. Munaza Dar – Email regarding pay equipment in top Play Area. – (Circulated via email). – **Noted.**
- y. John Howell MP – SODC Local Plan. – (Circulated via email).
- z. Open Spaces Society – News from our 2020 AGM. – (Circulated via email).
- aa. TVP – Police & Crime Bulletin July 2020. – (Circulated via email).
- bb. SODC – Leisure Centres prepare to reopen in Southern Oxfordshire from this weekend. – (Circulated via email).
- cc. SODC – New housing grants policy makes it easier for those in need of help with their homes. – (Circulated via email).
- dd. SODC – New look Didcot Garden Town Advisory Board. – (Circulated via email).
- ee. S T Properties Ltd – Email regarding Chequers Inn Car Park. – (Circulated via email). – **Councillors voted against granting a rent holiday as the Car Park is still getting reasonable use through the pub still doing takeaways, general parking and people living at the pub. The Clerk will inform S T Properties Ltd.**
- ff. SODC – Working towards a thriving future for South Oxfordshire. – (Circulated via email).
- gg. SODC – Help shape our work towards a thriving future for South Oxfordshire. – (Circulated via email).
- hh. OCC – Help the County Council further improve adult social care. – (Circulated via email).
- ii. OCC – Councils share update on temporary bus gate. – (Circulated via email).
- jj. OCC – Oxford residents urged to follow social distancing to avoid local control measures. – (Circulated via email).
- kk. ONPA – July 2020 Mailing. – (Circulated via email).
- ll. NALC – Announces details for six new online events. – (Circulated via email).
- mm. Rural Housing Trust – Email regarding Butler Close, Horspath. – (Circulated via email). – **Councillors agreed for the Clerk to invite Mr Jeremy Page to attend the September 2020 meeting via Zoom to discuss the process of the recent sale of a property in Butler Close. Mr Peter Dobson stated that if required, this matter should be taken higher than the Rural Housing Trust.**
- nn. OCC – Winter Preparedness. – (Circulated via email). – **Mr Burgess stated that we have two and a half pallets of salt in stock in the village. Mr Peter Dobson will check that the salt is in a serviceable condition.**
- oo. Mr I Hook – Email regarding planting a tree. – (Circulated via email). – **The Clerk is waiting for more information.**
- pp. Ms J Dobson – Email regarding Chequers Inn Car Park. – (Circulated via email). – **Ms Dobson reported that a recent event with travellers at the Chequers Inn Pub led to, a very rowdy evening resulting in her daughter being scared, her car being blocked in, and when asked for other cars to be moved, nothing was done. Ms Dobson stated that at the end of the evening, the Pub was left empty and there were people sleeping in the Car Park in their cars. Mrs Oakley stated that the Police should have been called that evening. Mr Peter Dobson stated that the Clerk has sent a letter to S T Properties Ltd making them aware of the situation, and we are waiting for a reply.**  
*\* original held by the Clerk, copy available on request.*  
*# displayed on Village Hall & village noticeboards.*

#### 112/20 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2768	OGBN	Annual Subscription		15.00
2769	Horspath Cricket Club	Grass Cutting Recreation Ground		2184.00
2770	Chris Lewis Fire &	Annual Maintenance Visits x 2	43.60	261.60

	Security			
2771	Mr John Underdown	Underwriting of Village Calendars		225.00
2772	Mr Rob Gray	Grass Cutting Burial Ground		232.00
		Grass Cutting Play Area		112.00
		Emptying Bins		70.00
		Diesel, Oil, Parts		147.47
2773	Mrs Hayley Kogel	Salary 24/6/20-24/7/20		544.08
2774	Mrs Hayley Kogel	Home Office July 2020		30.00
		Postage & Stationery		47.08
		Zoom Monthly Subscription		14.39
2775	Mr P Aries	Bus Shelter & Play Area Maintenance June & July 2020.		120.00
		Weed Spray		10.50
2776	OALC	Chairmanship Skills Course	6.00	36.00
		<b>TOTAL</b>	<b>49.60</b>	<b>4049.12</b>

#### 113/20 RECEIPTS.

Date	Received from	Details	Total £
8.6.20	Barclays Bank	Interest Business Premium Account 2/3/20 – 7/7/20	3.98
16.6.20	Tony James Memorials	1 x Memorial	125.00
19.6.20	Horspath Nursery	Annual rent for February 2020	240.00
		<b>TOTAL</b>	<b>368.98</b>

#### HORSPATH RECREATION CHARITY

Date	Received from	Details	Total £
24.6.20	S T Properties Ltd	Quarterly rent for Chequers Inn Car Park	712.50
		<b>TOTAL</b>	<b>712.50</b>

#### 114/20 AOB.

- a. Mr Harris reported that he has spent the last four months preparing for the South Oxfordshire Local Plan 2034 EiP, at which everyone did their best which will hopefully achieve something. It was a team effort with extremely good representatives with a synchronised presentation.
  - b. Mr Ewart reported that there has recently been a very serious bike accident at Gidley Way that involved a speeding motorist. Mr Ewart will pass details on to the Clerk.
  - c. Mrs Oakley reported that there are trees encroaching on to the Village Hall roof. Mr Peter Dobson will meet with Mrs Oakley to discuss.  
Mrs Oakley stated that the wreaths at the War Memorial need to be removed. Mr Peter Dobson stated that it has been agreed that the wreaths will be removed in November after VJ Day. Mr James Dobson stated that it was agreed that the wreaths will remain at the War Memorial from November until the Christingle service and then they will be stored.  
Mrs Oakley asked if the Clerk can request a copy of the structural survey recently carried out on the bridge.
- Public:
- d. Mrs Riley asked if the water company can be asked to come to the Village Hall to find and read the water metre. Mr Peter Dobson thanked Mrs Riley for clearing the Village Hall car park. Mr Peter Dobson also confirmed that all abandoned cars have been removed from the Village Hall car park.

**115/20 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 18<sup>th</sup> August 2020. To be confirmed).

Horspath Parish Council Meeting – Tuesday 1<sup>st</sup> September 2020.