

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 7th April 2009
At 8pm in HORSPATH VILLAGE HALL.

Present: Mr P Dobson, Mr C Henderson, Mr M Harris, Mr D Horsley, Mrs H Palmer, Mr S Turnbull, Mrs S Woodcock. Mrs H Kogel (Clerk), Mrs A Purse (County Councillor), Mrs J Carr (District Councillor).

Apologies Ms S Gray, Mrs A Julian
Mr A Hodgson (District Councillor).

Public: 3

57/09 APOLOGIES FOR ABSENCE – Apologies were made on behalf of Ms Gray, Mrs Julian and Mr Hodgson.

58/09 MINUTES FOR APPROVAL

Minutes of the Parish Council Meeting held on 3rd March 2009 were amended on:

Item 50/09 Affordable Housing to read:- Mrs Woodcock and Mrs Palmer attended a meeting at SODC to discuss Affordable Housing. Mrs Woodcock reported that SODC were horrified *at* the past allocation process.

Item 50/09 Affordable Housing to read:- Mr Horsley proposed that SODC should be notified that the Parish Council will not support a third phase of affordable housing unless there are guarantees that the Parish Council will be involved in the final selection process such that the families that identified themselves in the *ORCC Housing Needs Survey* are prioritized.

Item 42/09 SODC Draft Core Strategy Preferred Options to read:- SODC will start the public consultation about a slightly revised version of its Core Strategy from 17th March until *1st May 09*, and it will be very important that Horspath Parish Council responds appropriately.

Item 51/09 (h) Correspondence to read:- See report listed under 42/09.

Item 54/09 AOB © to read:- Mr Harris commented that it is the joint responsibility of the Parish Council and HVMC to meet the *DDA 1995* requirements for the village hall.

Item 54/09 AOB (e) to read:- Mr Dobson stated that he would like a copy of the agreement for the Village Hall. Mr Dobson commented that arrangements need to be made to stop the post for the village hall being sent to Mr Mayling.

59/09 MATTERS ARISING

47/09 Door to Boiler Room, Village Hall – Mr Dobson will liaise with Mr Goss about the loose wire to the boiler.

44/09 Stagecoach – The Clerk advised Mr Horsley that an appointment has been arranged with the Account Manager from Barclays Bank on Friday 24th April 2009. Mrs Woodcock, Mr Horsley and Mrs Kogel to attend.

51/09 (i) Correspondence – Mr Harris completed the questionnaire.

41/09 Planning Applications – No further update available on the planning application at 137 Cuddesdon Road for lawful development certificate for garage block.

60/09 CO-OPTION OF PARISH COUNCILLORS – There were no applications to consider.

61/09 PLANNING APPLICATIONS

P09/W0179 29 Manor Farm Road, Horspath (Other)
Erection of new garage with attic storage. **(This application was withdrawn by the applicant).**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

62/09 SODC's CORE STRATEGY – Mrs Gillian Oliver, Planning Policy Manager, SODC.

Mrs Oliver explained to Councillors that the consultation on SODC's Core Strategy is now at the preferred options stage. Parish Councils, and anyone else with comments, are now invited to send in their comments to SODC. The views of all Parish Councils will be taken into consideration. SODC has to look at where the District Council wants to be in 20 years time and what the District wants to achieve. When the final version of the South East Plan is available this spring, SODC will have to ensure that its Core Strategy complies with it. SODC has to decide how to deal with future developments and where to locate them. At the moment land has been identified for approximately 800 houses, but the requirement is to build approx 2,000. SODC is looking at building 100 new houses in each of the larger villages such as Benson, Wallingford, Wheatley and Berinsfield, which means that the Green Belt boundaries may need to be reviewed locally. Mrs Oliver suggested that there are "exceptional circumstances" to justify building new houses in Berinsfield and Wheatley, because if there are no new houses in these villages, the population will actually decline. Mrs Oliver stated that SODC is trying to make the inner boundary of the Green Belt as tight as possible around the proposed urban extension of Oxford City, to be built south of Grenoble Road, but the planners are not sure that there is enough land available to accommodate the number of houses required. SODC is now liaising with Oxfordshire County Council regarding transport and infrastructure issues.

- Q. Mr Horsley commented that he would like to see a plantation of trees as a buffer zone at the north end of the urban extension highlighting the boundary with the rest of the Green Belt.
- A. Mrs Oliver stated that this request can be suggested to the Landscape Architect.
- Q. Mr Harris commented that if the urban extension is built, it may set a precedent for Brasenose College to try to build on its land in the Green Belt.
- A. If the South East Plan puts forward such a proposal, and as the Core Strategy must comply with the SEP, then SODC cannot guarantee that this would not happen.
- Q. Mr Turnbull asked that if the number of houses required can't be built in Berinsfield, where would they go?
- A. Mrs Oliver stated that the number of houses allocated to a particular area depends on several things such as transport, schools etc. If the houses cannot be accommodated, SODC reports back to the Government. This is why the boundaries have to be reviewed. Further advice needs to be sought on several different issues.
- Q. Mr Henderson asked if this was a government order, and what happens if you can't accommodate the number of houses that the government has set.
- A. Mrs Oliver stated that this is a government order, and it maybe that the government would have to accept our case if we could not allocate the number of houses. SODC has always stated that Oxford City Council could accommodate more than it was at present accepting to build within the City, and the areas available could easily be identified for this.
- Q. Mr Harris asked if any of the houses would be affordable houses.
- A. Mrs Oliver stated that their target is for 40% to be affordable houses.
- Q. Mrs Horsley stated that 100% of the houses should be affordable houses.
- A. Mrs Oliver stated that taking into consideration the social mix if 4,000 houses were affordable houses, this would not create an ideal social development.
- Mrs Oliver reminded Councillors that the closing date for comments is 1st May 2009.
The Chairman thanked Mrs. Oliver for her presentation.

63/09 COUNTY & DISTRICT COUNCILLORS.

Mrs Janet Carr (District Councillor)

Waste Collection – Mrs Carr reported that the new waste bins were delivered to Wheatley yesterday, so Horspath can expect theirs very soon. SODC has laid on extra resources to help deal with any problems. Mrs Woodcock & Mrs Palmer have drawn up a list of addresses which will be passed onto SODC that will have a problem with collections. Any other problems please let Mrs Carr know.

SODC Core Strategy – Mrs Carr reported that Wheatley Parish Council is very concerned with the proposals, and has arranged for Mrs Patterson (SODC) to come to the next Parish Council meeting. Mrs Carr stated that there are no special circumstances in Wheatley as suggested by Mrs Oliver.

Mrs Anne Purse (County Councillor)

Horspath School - Mrs Purse has arranged to meet Mr Ronald (OCC Highways) at the school. It will be cheaper to remove the lines than to add more. Mrs Purse will keep Mrs Woodcock updated.

Footpaths – Mr Wilde (OCC) will inspect the footpaths in the village, but Mrs Purse has advised him that College Way must be given priority.

Mr Dobson reported to Mrs Purse that the road in Church Road has massive potholes that need to be repaired. Mrs Purse will report to OCC Highways. Mr Dobson also asked if OCC could make a claim against Thames Water because of the continuous running water in Church Road. Mrs Woodcock commented that potholes can also be reported online.

64/09 CLERK UPDATE

Property on the Village Green – No reply to date.

Annual Parish Meeting – Will be held on Monday 27th April 2009 at 7.30pm in the Village Hall.

Existing Bus Stop – Mr Hammond OCC has stated that work will hopefully commence in April 2009.

Barclays Bank – A meeting has been arranged with the Account Manager on Friday 24th April 2009. The Clerk, Mrs Woodcock and Mr Horsley to attend.

65/09 REPORTS/UPDATES

Wildlife Conservation Area – A well-known volunteer chain-saw operator kindly removed the two small trees which were a hazard above the 'circular path', and other volunteers have removed two more dead trees which were collapsing into the boggy area. The loosened planking on the footbridge has been re-secured. About 30,000 frog spawn were deposited in the pond during March, and some should be swimming free as tadpoles in early April if there is mild sunny weather. Sand and gravel have been delivered to the site, partly for use as a protective layer on the top surface on the three clay dams, to help a grass layer to establish and stabilise the dams, and also create a habitat for wolf spiders, and partly for future path repairs. The group of volunteers who planted the 500 trees in the Bowley Field will most likely need to water them regularly from May onwards. The purchase of a small trailer for towing behind the tractor, and a suitable water tank and tubing for this purpose, should be considered for approval in advance by the Council for purchase before it is urgently required. A trailer will also have many other uses. Councillors agreed for Mr Harris to purchase a trailer up to £700.00.

South East Plan – The South East Plan, which may include the regional policy added in by the Minister to build an 'urban extension' in the Green Belt south of Oxford, is expected to be published in April by the Minister, The Secretary of State for Communities and Local Government. SODC will only then learn of its options for making any response, possibly via a legal challenge, when this document is published. Mr Harris circulated a map of the boundaries. Mr Horsley's previous comment about a row of trees highlighting the boundary is a very important point.

HVSA – Horspath Boys Football Club will be producing a Development Plan for submission to the OFA, and three independent cost quotations are currently awaited from drainage contractors, who will propose their schemes for installing dual level field drainage in the new sports field, and based on

these costs, the necessary funding will then be sought through grant applications to charities, and by local contributions.

Parish Plan - Very few comments have been received back in response to the publication of the statistical results of the Parish Plan Household Questionnaire completed last autumn, but these statistics have already proved to be very useful in presenting the priority concerns of Horspath residents to the District Council. It is proposed, if funds are sufficient, to purchase a video data projector, together with the "Papershow" software suite, so that the Parish Plan Steering Committee can view, review, modify and annotate any Parish Plan documents and files on one single big screen. No recent aerial photos of Horspath exist, and in the absence of any accurate maps, it is proposed either to buy some recent aerial photos commercially, or to take some digital aerial photos from a rented aircraft this summer, and to use these photos, projected onto a screen, as a focus for further discussion and development of the village Action Plan in a public meeting to be held later this year.

Stagecoach – A letter has been received from Roger Sewell, Montagu Evans stating that Stagecoach have stated that due to the current very difficult economic climate they do not want to take forward anything that would result in an increase in cost, either capital or rental, but he will raise this again with Stagecoach later in the year and then get back to us. It was agreed that the Clerk write to Mr Sewell stating that the Parish Council has agreed to put this on hold for the time being and also to notify them that under the conditions of the Companies Act they are operating from the premises rent free and it could be argued that they should be reflecting a deferred cost, therefore request that they inform their auditors. It was also agreed that the Clerk look into the possibility of purchasing Stagecoach shares.

66/09 PLAY AREA UPDATE AND FUNDING

As Mrs Julian is not present, an update will be given at the Annual Parish Meeting.

67/09 BURIAL GROUND DRAINAGE

This item will be discussed at the end of the meeting when members of the public have left the room.

68/09 FORMAL CONFIRMATION BY THE PARISH COUNCIL OF PERMISSION TO HVSA TO USE THE NEW SPORTS FIELD – Proposal from Mr Harris.

"Horspath Parish Council as the owner of the land designated as a new sports field, measuring approximately 180 metres (north-south) by 150 metres (east-west), located immediately to the west of the track to the new burial ground, agrees that this land shall be developed and maintained as a new village sports field by the Horspath Village Sports Association (HVSA). This consent for the use of this land for this purpose by the HVSA will have no time limitation, but may be withdrawn by the Parish Council if the HVSA should consistently fail to manage this land for sport and recreation for the benefit of the residents of Horspath." **Vote In Favour – Unanimous.**

69/09 REPAIRS TO VILLAGE HALL/NECESSARY UPGRADE TO VILLAGE HALL EMERGENCY EXITS.

Mr Harris reported that the fire exit doors in the village hall are not suitable for wheel chair users, and as owners of the village hall it is the responsibility of the Parish Council to ensure that the village hall meets the DDA 1995 requirements. Grants towards the cost of replacing the four doors are available from SODC and OCC but three quotes must be obtained. Mr Henderson passed thanks to Mr Harris and to Mrs Woodcock for their help with this project. Mr Horsley stated that if individual trustees of the village hall could be held responsible for contravening the DDA Act then the village hall should be closed immediately. Mr Harris stated that the Parish Council has public liability insurance in place to protect the trustees, and as long as anyone who is hiring the village hall is aware that the fire exit doors are not up to DDA requirements and the fact that we have taken immediate advice from an official Fire Officer the Parish Council has taken reasonable action in obtaining quotes to rectify the problems

then we should be covered against any liability. Mr Harris stated that the risk assessment for the village hall has to be reviewed each year and suggested that someone take the responsibility for doing so. It was agreed that this item will be discussed at the next meeting as only one quote has been received to date.

70/09 HORSPATH VILLAGE HALL RISK ASSESSMENT

Mr Harris circulated a copy of the Risk Assessment for the Village Hall.

71/09 CONTRIBUTION FROM HORSPATH PARISH COUNCIL TOWARDS THE COST OF DRAINING THE NEW SPORTS FIELD.

It was agreed that this item be deferred until the next meeting when quotes to carry out the work have been sought. Mr Harris commented that the Parish Council will be required to make a reasonable contribution to attract outside funders.

72/09 CORRESPONDENCE

- a. Mr Robert Gray – Increase in hourly rate. – **As there has not been any allowance in the Precept to increase the cost of grass cutting, Councillors agreed to increase the hourly rate to £12.00 per hour from 1st July 2009.**
- b. Mrs A Julian – Horspath School/Church Summer Event. – **Councillors agreed to support this event.**
- c. ORCC – News Bulletin March 2009.* (Circulated by email).
- d. SODC – New Waste Contract – Problem Areas.* (Circulated by email).
- e. SODC – Collection of Waste arising from Voluntary/Community Litter Picks and Street Cleansing by Parishes.* (Circulated by email).
- f. SODC – New Waste Collection Update and Garden Waste Apology.* (Circulated by email).
- g. Open Space – Spring Newsletter.*
- h. SODC – Demonstration on Paperless Planning Consultations on 8.4.09 or 24.4.09. – **Noted.**
- i. Town & Parish Standard – Newsletter February 2009.*
- j. NHS Oxfordshire – Health News Spring 2009.*
- k. Clerks & Councils Direct – Newsletter March 2009.*
- l. OCC – Consultation on Proposed Changes to Shelter Grants Scheme.*
- m. Came & Company – Introductory Letter re: Parish Council Insurance.*
- n. OCC – Street Lighting – Horspath. – **To be discussed at the APM.**
- o. OCC Early Learning & Childcare – Services for Children Need Promoting at a Local Level.*
- p. SODC – South Oxfordshire Core Strategy – Preferred Options Consultation. – (Passed to Mr Harris).
- q. OGBN – SODC’s Core Strategy.
- r. CPRE – Oxford Green Belt Way Walk and Rally – 19th April 2009.

** original held by the Clerk, copy available on request.*

displayed on Village Hall & village notice boards

73/09 PAYMENTS

Chq	To Whom Paid	Details	Vat	Total £
1875	Buildbase	Materials for Conservation Area	10.36	79.44
1876	PWLB	Village Hall Loan Repayment		1218.75
1877	P & R Roofing Ltd	Repairs to V/H Roof & Guttering	50.25	385.25
1878	Mr N J Talboys	Repairs to V/H Hot Water Pipes	32.10	246.10
1879	Mr A Richards	Building of a Store Room in V/H Kitchen		500.00
1880	Mrs Tasker	Bus Shelter Maint Feb/March 2009		113.30
1881	Mr D Gray	Managing B/Grd Jan/Feb/Mar 2009		250.00

1882	Southern Electric	Power Supply to Xmas Tree	1.13	50.19
1883	Mrs A Julian	Expenses for Play Area Project		77.66
1884	Mr M Harris	Expenses for Parish Plan Expenses for Conservation Area Expenses for South East Plan		43.95 70.47 128.25
1885	Mrs S Woodcock	Expenses for Play Area Expenses for Village Hall	5.04	20.97 49.56
1886	Buildbase	Materials for Conservation Area	16.01	122.75
1887	Mrs H Kogel	Salary Jan, Feb, March 2009 Home Expenses Jan, Feb, March 09 Postage & Stationary		1062.18 90.00 27.99
1888	NC Designs	Revised cost for Consultancy Fees for Village Hall	179.35	1375.00
1889	OALC	Annual Subscription	32.79	251.36
1890	Mrs H Palmer	Cost to renew Easy Space	3.75	28.75
		TOTAL	£330.78	£6191.92

74/09 RECEIPTS.

Date	From Who Received	Details	Total £
2.3.09	Barclays Bank	Interest Business Prem Acct 8.12.08 -1.3.09	12.76
2.3.09	Barclays Bank	Interest Business Res Acct upto 27.2.09	2.17
			£14.93

75/09 AOB

- a. Mr Turnbull reported that there has been several burnt out cars reported on Shotover. The Police are aware and are monitoring the situation.
 - b. Mr Horsley reported on the recent incident in the Village Hall whereby a Fire Extinguisher was deliberately let off. The person responsible was caught and the Police have said that the youth was apprehended by Henley Police but was not prosecuted. Councillors agreed that the Clerk write to the Police stating that as no charges were made on this occasion the Parish Council would like to recover the costs to replace the extinguisher, so could they supply the name and address of the youth.
 - c. Mrs Palmer asked for a copy of the APM Agenda to go on the website. The Clerk will email a copy.
- Public:-**
- d. A member of the public commented that it is easy to open the fire exit doors when in a wheelchair but the problem is that you can't get out of the door. Mrs Woodcock commented that the Parish Council is aware of the problem and are in the process of obtaining quotes to replace the doors.
 - e. Mrs Tasker commented on the state of the Chequers Inn Car Park. There are lots of empty cans and bottles by the wall that should be cleared up. Mr Horsley agreed to talk to the tenant. Mrs Tasker also commented that there are cracks in the wall that need repairing. The Clerk will write to the tenant.
 - f. Mr Heritage commented that he has withdrawn his planning application.
- Members of the public left the meeting.

76/09 BURIAL GROUND DRAINAGE - It was agreed that this item be deferred until the next meeting.

77/09 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 21 April 2009 (To be confirmed)

**** Annual Parish Meeting – Monday 27th April at 7.30pm****

Horspath Parish Council Meeting – Tuesday 5 May 2009.