

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 3<sup>rd</sup> May 2011**  
**At 8pm in HORSPATH VILLAGE HALL.**

**Present:** Mr D Horsley, Mr M Harris, Mr C Henderson, Mrs H Palmer, Mr S Turnbull, Mrs S Woodcock, Mrs J Carr (District Councillor), Mrs H Kogel – Clerk.

**Apologies** Mr P Dobson, Ms S Gray, Mrs A Julian, Mr A Hodgson, (District Councillor), Mrs A Purse (County Councillor).

**Public:** 4

**65/11 APOLOGIES FOR ABSENCE** – Apologies were made on behalf of Mr Dobson, Ms Gray, Mrs Julian, Mrs Purse and Mr Hodgson.

**66/11 MINUTES FOR APPROVAL** - Minutes of the Parish Council Meeting held on 5<sup>th</sup> April 2011 were amended on:

**Item 61/11 Payments** - Cheque 2068 to Mr P Aries was cancelled as raised in error.

**Item 55/11 HVHMC – to read:-** Mr Murray reported that dog mess is becoming a problem on the sports field around the village hall.

**Item 58/11 Royal Wedding Celebrations to read:** *Councillors* agreed that the Clerk write and offer the full support of the Parish Council.

The minutes were agreed and signed by the Chairman.

**67/11 MATTERS ARISING** – There were no matters arising that are not already on the agenda.

**68/11 PLANNING APPLICATIONS.**

**P11/W0313 Shepherds Cottage, 2 Blenheim Road, Horspath (Other)**

Single storey extension (side extension) to form artist's studio for client to use as pottery studio.

– **Councillors voted unanimously to recommend approval on this application.**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

**69/11 COUNTY & DISTRICT COUNCILLORS.**

**Mrs J. Carr (District Councillor)** – Nothing to report.

**70/11 CLERK'S UPDATE.**

**Parish Council Payroll** – Deferred to next meeting.

**Grit Boxes** – A letter to be sent to OCC stating the locations where grit boxes are needed.

**Methodist Church** – A letter has been sent to the Methodist Church stating that we are aware that a letter was written regarding the easement but do not have a copy on file. It is likely to be on file at Oxford archives which is presently closed for refurbishment.

**Punch Taverns – Drainage problems.** – The Area Manager will inform the tenant at the Chequers Inn.

**Oxford City Council** – No reply to date.

**71/11 REPORTS/UPDATES.**

**Wildlife Conservation Area** – Mr Harris has checked the area for fallen trees. The water level in the pond has fallen due to the lack of rain. The tadpoles all seem to be ok and will hopefully turn to frogs in the near future.

**HVHMC** – No report available.

**Stagecoach** – Mr Martin Sutton from Stagecoach has written to Mr Horsley requesting a meeting. Mr Horsley suggested that before a meeting takes place we should wait for advice from Blake, Laphorne, Linnell and for the meeting to be held with the Chartered Surveyors. It was agreed that the Clerk will acknowledge receipt of the letter stating that Mr Horsley will make contact in the next few weeks. Mr Horsley suggested that advice should be sought from SODC regarding planning permission to re-develop the site. It was agreed that Mr Horsley, Mr Henderson and Mr Harris will attend the meetings and report back to the Parish Council.

**72/11 PROPOSAL FROM MRS S WOODCOCK – ADDITION TO STANDING ORDERS.**

Mrs Woodcock proposed that the Horspath Parish Council Standing Orders be amended to state that "Councillors are not permitted to have communications in the name of Horspath Parish Council or appearing to be on behalf of Horspath Parish Council business with the press or other media by any method unless authorised to by a majority vote of the Parish Council, and that this vote be recorded in the minutes of the meeting, except that the Chairman may need to act as the spokesperson for the Council when approached directly by the media.

Councillors voted unanimously to approve the proposal and include it in the current Standing Orders.

**73/11 END OF YEAR ACCOUNTS 2010/11 & ANNUAL RETURN.**

The year end accounts and the annual return 2010/11 were approved by Councillors and signed by the Chairman. The Clerk will now arrange for the Internal Audit to take place.

Mr Horsley stated that the money received from the Transit Holdings lease (Stone Pit Charity) is not subject to S137, it is for the benefit of the residents of Horspath. Mr Harris suggested that the money from the Stone Pit Charity and Village Green Charity should be kept completely out of the accounts for Horspath Parish Council.

Mr Turnbull suggested that the trustees of the two charities should start to hold meetings. Mr Horsley stated that the Solicitors are dealing with the Stone Pit Charity and will ensure that the land is registered in the name of the Charity.

**74/11 CORRESPONDENCE**

- a. Wheatley Parish Council – April-May 2011 Newsletter.\*
- b. Information Commissioner's Office – Complaint from Mr Brooks. – (Circulated via email). – **The Clerk confirmed that the case is now closed.**
- c. SODC – Parish Council Election – 5 May 2011 – Notice of Uncontested Election.#\*
- d. NSPCC – Cotswolds Hack 24.9.11.#
- e. Oxford City Council – Cemetery Development Services – Trial Pits. – **Mrs Woodcock stated that OCC are looking at two sites.**
- f. OALC – Members Update March/April 2011. – (Circulated via email).
- g. Ms Hannah Austen – Village Map. – **It was agreed that the Clerk ask Mr Gray to clean the map case and if needed Mr Harris can supply a duplicate of the map. The Clerk to reply to Ms Austen.**
- h. TW Ramblers Poster.#\*
- i. Glasdon Direct – Brochure.\*
- j. Wheatley Park School – Newsletter April 2011.\*
- k. OCC – Changes to Area Steward's Team. – **Noted.**
- l. SODC – Outpost Newsletter. – (Circulated via email).
- m. SODC – Copy of Presentation to District Councillors about the Localism Bill. – (Circulated via email).
- n. SODC – Planning Service Update. – (Circulated via email).
- o. OCC – Bus Service Review – Results. – (Circulated via email).
- p. SODC – Minutes of the Standards Committee Meeting on 7.4.11. – (Circulated via email).

*\* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards.*

#### **75/11 PAYMENTS**

<b>Chq</b>	<b>To Whom Paid</b>	<b>Details</b>	<b>Vat</b>	<b>Total £</b>
2074	OALC	Annual Subscription 2011	44.35	266.08
2075	ORCC	Annual Subscription 2011		30.00
2076	Mrs H Palmer	Web Hosting Fees – Easyspace	6.44	38.64
2077	AON Insurance	Renewal of Annual P/C Insurance Policy		3824.38
2078	SODC	Emptying Dig Bins	11.66	69.97
2079	OALC	Copies of Good Councillor Books		5.85
2080	Mr R Gray	Grass Cutting Village Green		425.00
		Burial Ground		129.00
		Diesel		40.00
		<b>TOTAL</b>	<b>62.45</b>	<b>4828.92</b>

#### **76/11 RECEIPTS**

<b>Date</b>	<b>From Who Received</b>	<b>Details</b>	<b>Total £</b>
7.3.11	Barclays Bank	Bus Saver Acct Interest 6.12.10-6.3.11	1.42
		<b>TOTAL</b>	<b>1.42</b>

#### **77/11 ANY OTHER BUSINESS**

- a. Mrs Woodcock commented that SODC has stated that the annual meeting of the Parish Council must be held within 14 days of the day the newly elected Councillors take office, therefore a meeting will be held on Tuesday 10<sup>th</sup> May 2011 at 8pm. A notice will also go on the website and on the village noticeboard advertising 2 vacancies for Parish Councillors.

#### **78/11 DATE OF NEXT MEETINGS.**

Horspath Annual Parish Council Meeting – Tuesday 10<sup>th</sup> May 2011.  
Parish Council Planning Meeting – Tuesday 17<sup>th</sup> May 2011 (To be confirmed)  
Horspath Parish Council Meeting – Tuesday 7<sup>th</sup> June 2011.