

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 1st June 2010
At 8pm in HORSPATH VILLAGE HALL.

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

Apologies Mr P Dobson, Ms S Gray, Mr C
Henderson, Mrs A Julian, Mrs H
Palmer, Mr A Hodgson (District
Councillor), Mrs A Purse (County
Councillor).

Public: 6

100/10 ELECTION OF OFFICERS

Chairman – Mrs Woodcock agreed to continue in this position.

Vice Chairman – Mr Horsley agreed to take up this position.

School Governor – Mr Dobson agreed to continue in this position.

Village Hall Committee – A new committee has recently been formed. Mrs Woodcock, Mrs Julian and Mr Dobson will be the Parish Council representatives, however, this may vary between meetings.

Parochial Charities – Mrs Barbara Lewis and Mrs Sheila Dandridge.

Feast Money Collection – Mr Pettigrove sends the donation directly to the Clerk.

Stagecoach Sub Committee – Mr Horsley, Mr Henderson and Mr Harris agreed to continue in this position.

101/10 APOLOGIES FOR ABSENCE – Apologies were made on behalf of Mr Dobson, Ms Gray, Mr Henderson, Mrs Julian, Mrs Palmer, Mr Hodgson and Mrs Purse.

102/10 MINUTES FOR APPROVAL

Minutes of the Parish Council Meeting held on 4th May 2010 were agreed and signed by the Chairman.

103/10 MATTERS ARISING

98/10 AOB – Mrs Woodcock reported that stickers have been stuck on the recycle bins stating which materials go in each bin. Mrs Woodcock asked if one of the recycle bins should be exchanged for a normal refuse bin and the Grundon bin is often over-flowing. Mrs Woodcock will look into the costs.

82/10 – Dr's Surgery – Fitting of grills to the windows – Mrs Woodcock has requested a quote from Howard Engineering on two separate occasions but to date no quote has been received. Mr Harris commented that any company that is quoting will also need to provide a design of the window bars. Mr Harris will pass details of another company to be contacted for a quote.

98/10 AOB – An invitation to BMW to discuss possible developments at the site has been received. Mr Harris, Mrs Woodcock and Mrs Carr to attend.

83/10 – Planning Applications – Land to the rear of 41 Manor Drive, Horspath – Following an email received from Sharon Crawford at SODC stating that she will be recommending that this planning application is granted, Councillors asked District Councillor – Mrs Janet Carr, to call in this application to be considered by the planning committee. Mr Horsley stated that neighbours, the Church and the Parish Council have all objected to this application from the start. Mrs Carr will liaise with Sharon Crawford. Mrs Carr stated that a representative from the Parish Council will need to attend the planning committee meeting.

104/10 PLANNING APPLICATIONS.

P10/W0578/ 2 Church Road, Horspath

(Other)

2 x externally illuminated fascia signs and window imagery. – **Councillors recommended approval on this application with a condition that as the shop is on the village green the signs are only to be illuminated during shop opening hours.**

P10/W0249 31 Manor Farm Road, Horspath (Other)

Two storey rear extension and replacing outbuildings with new detached garage and store (as amended by drawing no S09) 32/PL01A accompanying email from agent. – **Recommend approval.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P10/W0342 20 Gidley Way, Horspath (Other)

Demolition of existing extension and construction of new single storey pitch roof extension and new sun room with pitched roof. Includes side porch. – **Granted.**

P10/W0390/ 46 Butts Road, Horspath (Other)

LB Repair and insulation of main house roof. Extend ridge and roof of modern rear extension and replace roof window in main house roof. – **Granted.**

P10/W0423 15 Manor Drive, Horspath (Other)

Alterations to loft and dormers front (1 no.) and rear (1no.). – **Granted.**

P10/W0419 54 Gidley Way, Horspath (Other)

Two storey extension to the rear and conversion of loft to living accommodation. (Re-submission of P08/W0467). – **Granted.**

105/10 COUNTY & DISTRICT COUNCILLORS.

Mrs Janet Carr – District Councillor – Mrs Carr reported that SODC has elected a new chairman – Mr Mike Welpy. Wheatley Parish Council also has a new Chairman – Mr Jim Riley.

Mrs Carr commented that SODC has withdrawn the Local Development Framework core strategy from cabinet meeting. SODC are awaiting further guidance from government.

106/10 CLERK'S UPDATE.

Mower Insurance – – The Torro mower and Smallholder tractor unit are both covered 3rd party, fire & theft on the commercial policy. The Torro is also covered fully comprehensive on the P/C's policy. Councillors agreed that the Clerk go ahead and amend the commercial policy to include fully comprehensive cover on the Smallholder tractor.

Cycle Speedway – A letter has been sent to Cycle Speedway requesting a copy of their accounts. No reply received to date.

VAT Claim – A claim for £9,094.31 has been submitted.

107/10 REPORTS/UPDATES.

Wildlife Conservation Area – Mr Turnbull reported that he has seen an owl flying around the Bowley Field. Saturday 31st July, from 10.00 am onwards, has been agreed as the date for our village volunteer group to install a 9-metre long flight of steps, 1 metre wide, on the steepest section of the circular path. These steps will be pre-assembled as two stout wooden sections, and when filled with gravel, will make this part of the circular path much safer for use in wet or frosty weather. There will be plenty of other jobs available for volunteers who are interested to come along to help with this village project on that day, so any new volunteers will be very welcome. There will be some wheel-barrowing, digging and lifting to do, as these are all jobs which are best shared amongst a large group of people. We may also use the opportunity of any extra help available to install another section of duck boards to stand on just inside the bat tunnel. Given the general unpredictability of the weather, some of the preparatory work will be undertaken in advance by volunteers from 10.00 am on the previous Saturday 24th July, and any extra help will also be welcomed then. Any new volunteers who would like to know more details of

what will happen, and when, are asked to make initial contact using e-mail via the webmaster@horspath.org.uk

South East Plan – The new coalition government has repeated its intention to withdraw the South East Plan, abolish the regional Planning authority, and return the responsibility for Planning to Local Planning Authorities such as SODC in our case. For Horspath, this will mean that the City Council will at least need to postpone its plans to build in the Oxford Green Belt "south of Grenoble Road", and there will be no need for SODC to consider the problem of building additional housing to meet a regional housing target set by the previous government in the South East Plan. Therefore a revised Oxford City Core Strategy will be considered for an Examination in Public later this summer, and SODC has temporarily withdrawn its own Core Strategy from consultation until it has revised its own housing plans.

HVSA – Mr Harris reported that he has resigned from this committee. Mr Horsley has asked Mr Harris to read through the insurance renewal documents that is due on 15th June 2010. Mr Horsley commented that as there are no employees or functions, is there a need for this insurance as the bar stock can be included in the Cricket Club's insurance. The only concern which is cover for volunteer labour is covered on the Parish Council's insurance. Mr Horsley will liaise with the Cricket Club and check that they have public liability insurance.

HVHMC – Mr Stobart provided the following report:-

The new Committee settling down really well and all are making contributions to the steady progress we're making. Revised "lease agreement" between Parish Council and VHMC needs moving forward. If PC can nominate a couple of people for Jonathan and one other from VHMC to meet with, we can hopefully move forward to a draft to be considered at the July meeting. Further work still being done on Business Plan going forward, research not yet complete on revised pricing, new Terms & Conditions of Hire etc. The Plan WILL be available for review and discussion at the next Parish Council meeting.

All Fire Extinguishers serviced and those missing replaced, and the two older ones in the Scout Hut also replaced. Fire Exit and other signage (e.g. "twist this way" signs on some door locks") improved. All non-working internal lighting, including some emergency lighting, replaced and/or repaired. External lighting also under review, both repair of existing lights and addition of new ones also. Health & Safety visit being arranged for next 2-3 weeks and addressing any major items from this visit will be a priority.

New cleaners appointed and this is working very well. Feedback very good so far. Cosmetic "makeover" in progress, at no cost (other than materials) to date. Next phase of this, timing to be confirmed, will be completing external work (soffits in the main) followed by a re-painting of the Morgan Room, Dr's surgery and the main Hall itself. In addition to the above, a "Signage & Markings" project is up and running and we would hope to have the car park and other areas re-marked in the next month or so, along with additional information and other signage around the site. Review of heating system operations suggests a major issue may be the control units rather than the basic system. Will be replacing the control unit (less than £100) and re-testing the system. This will then allow a decision to be made to replace the system on discretionary grounds (i.e. if the control unit replacement enables the current system to operate ok) on an essential basis (i.e. if it's decided the overall system is not up to the job even if the control systems send it the right messages!) or not to replace at all and just repair / refurbish. Revised booking arrangements (shared currently between Jonathan & Angela) in place.

New key arrangements, with lock box outside, has made a big difference and has reduced considerably the need to be "to-ing and fro-ing" to the Hall. Security code will be regularly changed.

In discussions with Heather re: improving the Village Hall element of the excellent Village website. Hope to have some of this in place in next 6 to 8 weeks, including a 3 monthly in advance calendar and a picture gallery section for potential hirers to view. In discussions with BT (and other providers) over upgrading the telephony at the Hall to allow lower cost landline facility, wireless broadband etc.

Councillors agreed that Mrs Woodcock and Mr Dobson to meet with HVHMC members to discuss the new lease. Mrs Woodcock reported that HVHMC is also looking to have the lines re-

painted in the car park. It was agreed that HVHMC obtain a quote and pass to the Parish Council for consideration.

108/10 INTERNAL AUDIT YEAR ENDING 31.3.10. – To be discussed at the next meeting.

109/10 REVIEW OF STANDING ORDERS/FINANCIAL REGULATIONS. – Sent by email.

Mrs Woodcock will read through the documents and report back to the Parish Council.

110/10 REVIEW OF RISK ASSESSMENTS – Sent by email.

Mrs Woodcock will read through the documents and report back to the Parish Council. It was agreed that the Clerk ask Mr Stobart to carry out the Village Hall risk assessment.

111/10 WIND TURBINE MEETING.

Mr Harris agreed to attend a meeting on behalf of the Parish Council with the Cutteslowe anti-turbine group on 21st June and report back to the Parish Council. Mr Michael Tyce CPRE will also be attending. Mr Harris commented that as and when a planning application is submitted for the mast the Parish Council will have to ask the opinion of every household.

112/10 RECYCLING BINS.

Discussed in 103/10.

113/10 PLAY AREA UPDATE.

As Mrs Julian is away, Mrs Woodcock reported that the Rospa inspection has had to be deferred as works in the play area are not quite finished. Howie from OCC will visit the play area on Thursday with colleagues to check on progress. As soon as this play area is finished, works on the existing play area will commence.

114/10 BURIAL GROUND DRAINAGE – Nothing to report. Project on-going.

115/10 DR'S SURGERY – Fitting of grills to the windows.

More quotations to be requested.

116/10 UPDATE ON VILLAGE HALL –NEW BOILER & HEATING SYSTEM.

Mr Turnbull commented that he is a bit concerned about HVHMC going over the problems with the boiler & heating system. The problems have already been identified with the boiler. One quote has already been received and two others should be available at the next meeting. The plan is for the work to be carried out over two weeks during August. If this work is not carried out at this time, it will not be done before the winter months. Mr Turnbull agreed to attend the next HVHMC meeting. Mr Turnbull also has three quotes for removing the asbestos. These will be considered at the end of the meeting.

117/10 CORRESPONDENCE.

- a. SODC – Minutes of the Standards Committee Meeting held on 15.4.10. – (Circulated via email).
- b. SODC – Outpost, News & Information for Town & Parish Councils. – (Circulated via email).
- c. CPRE – Oxfordshire Campaign Briefing April 2010. – (Circulated via email).
- d. OALC – April Edition of Update for Members. – (Circulated via email).
- e. OALC – May Edition of Update for Members. – (Circulated via email).
- f. ORCC – News Bulletin May 2010. – (Circulated via email).
- g. SODC – Play Parks & Play Areas Questionnaire. – (Passed to Mrs Julian to complete).
- h. Thames Valley & Chiltern Air Ambulance – Recycling Bank. – **Councillors agreed to accept the recycling bank on a trial basis for 6months. Clerk to check the sizes available.**

- i. PCSO Ken Cooney – Update for May 2010.
- j. John Howell MP – Surgeries to be held in June & July 2010.*#
- k. Soldiers of Oxfordshire Trust – Military Museum at Woodstock.*
- l. Thames Valley Primary Care Agency – Determination of Rurality Under Regulation 31 of the NHS (Pharmaceutical Services) regulations 2005, as amended, in respect of Wheatley and Littleworth.*
- m. OCC – Local Transport Plan 3 (2011-2030), Consultation 5:Scenarios. – **Passed to Mrs Woodcock. – Mr Harris agreed to read through the document.**
- n. Clerks & Councils Direct – May 2010 Newsletter.*
- o. Oxfordshire Nature Conservation Forum – Biodiversity News 2010.*
- p. ORCC – Spring/Summer Review.*
- q. NHS Oxfordshire – Health News Issue 1 – 2010.*
- r. SODC – South Oxfordshire’s Proposed Submission Core Strategy.

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

displayed on Village Hall & village notice boards.

118/10 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
1983	Aon Ltd	Annual Parish Council Insurance		2898.64
1984	Aon Ltd	Additional Premium to include Play Area		559.30
1985	Mrs Tasker	Bus Shelter Maint Apr/May 2010		120.00
1986	Mrs S Woodcock	Parts for Mower		42.36
1987	Buildbase	Materials for Conservation Area	2.63	17.63
1988	Buildbase	Materials for Conservation Area	43.21	290.14
1989	PWLB	Loan repayment for Burial Ground		2815.40
1990	Mr R Gray	Grass cutting Burial Ground		237.00
		Grass cutting Village Green		340.00
		Diesel		50.48
			45.84	7370.95

119/10 RECEIPTS

Date	From Who Received	Details	Total £
1.4.10	SODC	1 st Instalment of Precept	16,500.00
30.4.10	WREN	Grant for Play Area	25,000.00
13.5.10	WREN	Grant for Play Area	935.00
		TOTAL	£42,435.00

120/10 ANY OTHER BUSINESS

- a. Mr Horsley raised concern over a garage being built on Butts/Blenheim Road. Mrs Carr will check with SODC that it is being built in line with the planning permission.
- b. Mr Harris reported that the Natural England website lists Shotover as being in unfavourable condition of management. The grassland at the top of Shotover is not as extensive as it should be. As Shotover is very important to Horspath village Mr Harris requested that this appear on the next agenda for discussion as Oxford City Council has just axed the Countryside Manager’s position which means that Shotover is being looked after by 2.5 rangers. Mrs Carr commented that Shotover could now deteriorate very quickly.
- c. Mrs Carr asked that she be copied into any correspondence relating to the wind turbines.
- d. Mrs Woodcock gave her apologies for the next meeting.

Public:

- e. Mrs Gray asked for an update on the burial ground drainage project. Mr Turnbull has not had chance to deal with this project as yet. Mrs Woodcock suggested that willow trees are planted by the hedge which would soak away some of the water. Mr Turnbull stated that the trees wouldn't take enough of the water and that the easiest way is to connect the drains from the top corner of the burial ground to the cricket pitch.
- f. Mr Clarke commented that children are playing on the new equipment in the play area even though the project is not finished. Mrs Woodcock stated that any equipment that is not completed is taped off. Mr Clarke also commented that a mound of earth has appeared near to where Cycle Speedway has recently removed a pile of rubbish. Mrs Woodcock will check with the play area contractor as it is possible he has put it there temporarily.
- g. Mrs Gray commented that the metal has been moved. Mrs Woodcock confirmed that Mr Madden will cut it up and Mr Woodcock will dispose of it.

The meeting finished and members of the public left the room.

121/10 QUOTES FOR REMOVING ASBESTOS.

Mr Turnbull circulated details of the 3 quotes he has received to remove the asbestos. Councillors agreed to appoint Maylarch contractors to carry out the work. Mr Turnbull commented that Maylarch are very reliable and suggested that they be asked to carry out a review of asbestos throughout the village hall.

122/10 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 15 June 2010 (To be confirmed)
Horspath Parish Council Meeting – Tuesday 6 July 2010.