

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 5 July 2011**  
**At 8pm in HORSPATH VILLAGE HALL.**

<b>Present:</b> Mr K Brooks, Mr J Dobson, Mr P Dobson, Mr M Harris, Mr D Horsley, Mrs A Julian, Mrs H Palmer, Mr S Turnbull, Mrs J Carr (District Councillor), Mrs A Purse (County Councillor), Mrs H Kogel – Clerk.	<b>Apologies</b> Mr C Henderson, Mrs S Watson, Mr R Bell (District Councillor).
	<b>Public:</b> 2

**102/11 APOLOGIES FOR ABSENCE** – Apologies were made on behalf of Mr Henderson, Mrs Watson and Mr Bell.

**103/11 DECLARATION OF INTERESTS.** – There were no declarations made.

**104/11 PCSO REPORT**

PCSO Hunt stated that they are trying to attend Parish Council meetings as regularly as possible to deal with any issues and receive any feedback available. There were 2 crimes reported in Horspath last month. Mr Harris asked the PCSO's for advice on what to do with dog owners that are not clearing up after their dogs. Dog fouling notices have now been put up in certain areas of the village. PCSO Hunt stated that this is a problem in villages, as soon as the dog owners see the Police they clear up after their dogs. Anyone who witnesses this is asked to pass the dog owners name to PCSO Hunt and she will contact them. Mr Goss reported that he is having the same problem at his property. Mr Turnbull commented that the problem with motorbikes at Shotover seems to have been much quieter over the last couple of months. PCSO Hunt stated that a lot of work has been carried out recently to stop them from using this area, but if any further problems arise then PCSO Hunt will deal with it.

**105/11 MINUTES FOR APPROVAL**

The Minutes of the Parish Council Meeting held on 7<sup>th</sup> June 2011 were agreed and signed as correct.

**106/11 MATTERS ARISING**

Mrs Palmer asked if the Cricket Club and Cycle Speedway had been contacted regarding the disabled parking bays in the village hall car park. The Clerk will contact both clubs.

**107/11 EMERGENCY BUSINESS**

Confirmation of decision to email database with letter of support for Suzanne Hare, new sub postmistress of Horspath Post Office. – **This has been done and has had a very good positive effect.**

Mr Harris reported that he had responded with a legal statement to the Planning Inspector with regards to Brasenose College's attempt to get Horspath removed from the protection of the Green Belt and convert extensive farmland in the green belt into building development land. This will also affect Wheatley. SODC is proposing to remove part of Wheatley from the green belt which could include parts of Horspath. Mr Harris will attend the Examination in Public on 20.7.11.

**108/11 PLANNING APPLICATIONS**

**P11/W0727 91 & 93 Old Road, Wheatley (Other)**  
Re-locate existing garage provision from rear of properties to the front. – **Councillors agreed that there are No Strong Views on this application.**

- P11/W0967/ 149 Gidley Way, Horspath**  
**LD** For an existing use in breach of a planning condition. SODC is seeking observations on an application for a Lawful Development Certificate. – **Councillors have No Objections to this application.**
- P11/W0948 43 Blenheim Road, Horspath (Other)**  
Proposed demolition of existing outbuildings (including residential annex) and provision of new annex with glazed and covered link to dwelling. – **Councillors agreed that this application should be refused as it is an over-development of the site and is contrary to PPG2.**
- P11/W0935 43 Blenheim Road, Horspath**  
**LD** Proposed erection of a double garage and store within residential curtilage. SODC is seeking observations on an application for a Lawful Development Certificate. – **Councillors agreed that this application should be refused as it is an over-development of the site and is contrary to PPG2.**
- P11/W0946/ 46 Butts Road, Horspath**  
**LEX** Extension of time to implement listed building consent ref: P08/W0387/LB. (Alteration and refurbishment of cottage and construction of single storey extension, as amplified by engineers sheets and amended by drawing no's 3507/02C & 03B accompanying letter from agent dated 9.6.08). – **Councillors agreed to recommend approval on this application.**
- P11/W0917/ 46 Butts Road, Horspath (Other)**  
**EX** Alteration and refurbishment of cottage and construction of single storey extension. Construction of new garage. New vehicular access. (Extension of time on P08/W0386). – **Councillors agreed to recommend approval on this application.**

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

## **109/11 COUNTY & DISTRICT REPORTS**

**Mrs Janet Carr (District Councillor)** – Mrs Carr reported that since the last meeting the SODC Council has met to deal with the Core Strategy. Thame, Wallingford and 13 larger villages will have more houses. This will not affect Horspath.

Mrs Carr will be attending the Examination in Public on 20.7.11 supporting Wheatley.

**Mrs Anne Purse (County Councillor)** – The money from the Government has come through for the expansion of 500 more parking spaces at Thornhill Park & Ride. Brookes University are looking to use the Park & Ride for some of their students.

OCC has stopped all youth provisions including the youth club at Wheatley. A bid is in for the Youth Club at Great Milton. Wheatley Parish Council is to put in a bid with the Big Society for their youth club and has offered to contribute £5000.00 towards it. It will only operate long term if other youths from other parishes contribute towards it. Mrs Purse asked if Horspath Parish Council would consider making a contribution to support it in the next precept. Mrs Carr will find out how many youths from Horspath use the youth club. Community bus services are available and should be used for youths to travel to the youth clubs. Mrs Carr stated that the current youth club at Wheatley needs to be improved and hold 2 clubs a week.

## **110/11 CLERK'S UPDATE**

**Cycle Track** – Mark Francis at OCC Highways has met with Thames Valley Police to look at the cycle track. TVP suggested extending the cycle track up to the Village Green but this is not possible as the paths are not wide enough. Another suggestion was to install a barrier but this will not meet DDA requirements. Mr Francis stated that the only option is to lay markings down to highlight the end of the

cycle track which will be done in the near future. Mr Francis also suggested that Mr Tasker arrange for the trees at the front of his property be cut back to increase his vision when leaving his driveway.

**Rospa Inspection** – Will take place in July 2011.

**Stagecoach** – Mr Sutton has sent a copy of the current Risk Assessment 62 for Horspath Road Bus Depot. (Passed to Mr Harris). Mr Horsley stated that this is not a full risk assessment it is just a template. When the next site visit is carried out Councillors need to check to see that they have checked and signed it off.

**Oxford City Council** – A letter has been received stating that the land to the south of the Oxford Road is not for sale as it forms part of a wider Council land holding. Mr Harris stated that the Parish Council needs to keep an eye on Oxford City Council's future plans for this piece of land.

**Bollards on the Village Green** – The 3 new bollards have now been replaced at a cost of £180.00.

**Burial Ground** – A letter has been sent to all next of kin with a copy of the Burial Ground Rules.

**111/11 REPORTS/UPDATES** – All are covered on the agenda.

**112/11 OXFORD CITY COUNCIL – Preferred Options for Sites 82 & 150 near Horspath.**

Mr Harris reported that Oxford City Council is stating that there are 3 options for the land.

1) Not use at all, 2) Outdoor Sports & Wind turbines, 3) Outdoor sports and cemetery. It was agreed that Mr Harris will respond to Oxford City Council stating that the Parish Council's preferred option would be Option 3, outdoor sports and cemetery, but also that there must no be any outbuildings included. Mr James Dobson asked if there is an option to purchase 50% of the land for the village. Mr Harris suggested that Oxford City Council is more likely to expand cemeteries in Oxford rather than in Horspath.

**113/11 BURIAL GROUND – Proposal to appoint a sub-committee to report back with recommendations on drainage, any changes to the rules which may be required and to clear up all current graves so that they comply with the rules as much as possible.**

It was agreed that Mr Turnbull and Mr Brooks will take on this project to decide what the best option for the drainage is to stop the area from flooding. It was agreed to arrange for the contractor from Wheatley to come to site and give further advice.

Mr Horsley reported that Mr Don Gray will be retiring from this position. Mr Aries has expressed an interest in taking it over.

**114/11 RISK ASSESSMENTS**

Mr James Dobson has drafted a new format/template for the risk assessments. We need to identify the owners of all risks and the activities in the village that are controlled by the Parish Council. Mr Dobson will circulate the new template for comments from Councillors and is happy to then assist in allocating out to the owners of the risks.

**115/11 CIRCULATION OF EMAILS**

Mr Horsley stated that all emails to HPC are to be kept by the Clerk and by Mrs Palmer. Individual emails between Councillors should be kept by the individuals.

**116/11 END OF YEAR ACCOUNTS 2010/11 – EXTERNAL AUDIT**

Postponed until the August meeting as External Audit report has not yet been received.

**117/11 CORRESPONDENCE.**

- a. Oxford City Council – Proposals for cemeteries in Horspath Green Belt. – (Circulated by email).
- b. CPRE – Oxfordshire Campaign Briefing June 2011. – (Circulated via email).
- c. OALC – Annual Accounts for AGM. – (Circulated via email).

- d. John Howell MP – Newsletter June 2011. – (Circulated via email).
- e. Rural Services Online – Newsletter June 2011. – (Circulated via email).
- f. PCSO Dawn Hunt – Neighbourhood Policing Newsletter June 2011. – (Circulated via email).
- g. OALC – Update for Members and Annual Report June 2011. – (Circulated via email).
- h. TW Ramblers – Thame & Wheatley Ramblers Walks July – September 2011. (Circulated via email).
- i. John Howell MP – Newsletter June 2011. – (Circulated via email).
- j. OALC – Agenda for AGM on 27.6.11. – (Circulated via email).
- k. Oxfordshire Community & Voluntary Action – Furniture Available. – (Circulated via email).
- l. Oxfordshire Lowland Search & Rescue – Control Vehicle Appeal – Donation. – **No donation made on this occasion.**
- m. Thames Valley Police – Open Day 3.9.11. #\*
- n. OCC - Oxfordshire Countryside Matters Newsletter June 2011.\*
- o. Southern Gas Networks – High Pressure Gas Pipeline on Your Land. – **Clerk to reply.**
- p. Clerks & Councils Direct – Newsletter July 2011.\*
- q. Wheatley Parish Council – Newsletter June-July 2011.\*
- r. OCC – Concessionary Fares Consultation Poster.#
- s. Open Space Society – Summer 2011 Newsletter.\*
- t. OCC – Oxfordshire Library Service Consultation. – **Noted.**
- u. OCC – Oxfordshire Local Transport Plan 3 (2011-2030). – **Noted.**
- v. ORCC – Newsletter June 2011.\*
- w. Wheatley Park School – 40<sup>th</sup> Anniversary Event on 9.7.11. – **Noted.**
- x. Wheatley Park School – Newsletter May 2011.\*
- y. Flooding at Oxford Road – Local Postman Ray Cogan. – **Councillors agreed that all correspondence between the Parish Council and OCC will be forwarded onto Mr Ray Cogan to assist his case whereby his car was written off when he drove along the Oxford Road after the road had flooded and then frozen. Mr Horsley will pass all details onto Anne Purse who will take the matter up with OCC.**

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

*# displayed on Village Hall & village noticeboards.*

#### 118/11 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2087	Mr D Gray	Managing Burial Ground Apr – June 2011		125.00
2088	Allianz Insurance	Commercial Motor Policy		306.34
2089	Open Spaces Society	Annual Subscription		40.00
2090	Mrs Hayley Kogel	Salary Apr, May, June 2011		1138.29
		Office Expenses		90.00
		Stationary, Postage		100.80
2091	*****	CHEQUE CANCELLED	**	*****
2092	Mr R Gray	Grass cutting Village Green		394.00
		Grass cutting Burial Ground		108.00
		Erecting new Dog Bin		12.00
		Diesel		40.00
2093	A.R Smith Builders	Removal of Waste from Village Hall	121.60	729.60
		<b>TOTAL</b>	<b>121.60</b>	<b>3084.03</b>

**\*\*Mr Horsley will sort out the tax for Mrs Kogel in time for the next payment due.**

### Village Green Account

Chq	To Whom Paid	Details	Vat	Total £
100001	Mr A Pajak	Supply & fit 3 bollards to Village Green		180.00
		<b>TOTAL</b>		<b>180.00</b>

### 119/11 RECEIPTS.

Date	From Who Received	Details	Total £
6.6.11	MN Revenue & Customs	Vat repayment	12,047.24
15.6.11	Punch Taverns	Quarterly rent for Chequers Inn. (V/G Acct)	712.50
		<b>TOTAL</b>	<b>12,759.74</b>

### 120/11 ANY OTHER BUSINESS.

- a. Mrs Julian reported that the waste at the village hall has now been removed and disposed of by Tony Smith. The total cost of £729.60 will be covered by the Parish Council.
- b. Mr Horsley reported to Mrs Purse the traffic problems today at Heyford Hill. Mrs Purse will report to OCC.
- c. Mrs Palmer asked if all of the pictures and the clock could be put back on the walls in the village hall. Mrs Julian will make the arrangements for this to be done. Mrs Julian reported that the old curtains from the village hall were recycled.
- d. Mr Turnbull asked Mr Harris to bring the projector along to the next meeting to use for the Burial Ground plans.
- e. Mr Harris will write to the MOD with reference to the proposals from Oxford City Council on the preferred options for sites 82 & 150 near Horspath to make sure that they do not favour the Wind Turbine option if they are consulted.

#### Public:

- f. Mr Horsley confirmed that the Parish Council would like Don Gray to liaise with Pete Aries over the position of managing the burial ground. The area of the graves will be the responsibility of the Parish Council and not the Manager of the Burial ground.  
Mrs Gray reported that the concrete on one of the graves has now been removed and the area re-seeded.

### 121/11 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 19<sup>th</sup> July 2011 (To be confirmed)  
Horspath Parish Council Meeting – Tuesday 2<sup>nd</sup> August 2011.

### 122/11 STAGECOACH & HORSPATH STONE PIT CHARITY

It was agreed that the Clerk will write to Martin Sutton at Stagecoach to inform him that following the site visit last week it was noted that for several years there has been a hole in the back fence that is a health & safety hazard and despite several reminders this has not yet been repaired.

A meeting with Stagecoach is due to be held next week to discuss the lease.