

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 1<sup>st</sup> September 2009**  
**At 8pm in HORSPATH VILLAGE HALL.**

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

**Apologies** Mr A Hodgson (District Councillor), Mrs A Purse (County Councillor).

**Public:** 15

**161/09 APOLOGIES FOR ABSENCE** – Apologies were made on behalf of Mrs Purse.

**162/09 MINUTES FOR APPROVAL**

Minutes of the Parish Council Meeting held on 4<sup>th</sup> August 2009 were amended on:

**144/09 Planning Applications – 29 Manor Farm Road:-** (Ms Caroline Woodcock) *Ms Woodcock* would prefer to see a like for like replacement building. *Ms Woodcock* also commented that neighbours at 27a raised objections on the last applications but they are on holiday at the moment so will not be aware of this application.

**147/09 Reports/Updates HVSA/VHMC to read:-** There is a lease in place but no-one appears to have a copy so a User Agreement for the site was discussed which will include the security of the Village Hall and access through the gates.

**148/09 Play Area Update to read:-** The two *play* areas for the different age groups are set apart but this cannot be helped.

**HVSA & VHMC** – Mr Harris asked that these two items be listed separately on future agendas. The minutes were then agreed and signed as correct.

Minutes of the Special Parish Council Meeting held on 21<sup>st</sup> August 2009 – were not available so will be available at the next meeting to be agreed and signed.

**163/09 MATTERS ARISING** – There were no matters arising to be discussed.

**164/09 PROPOSED WIND TURBINES IN HORSPATH**

Mr Horsley reported on the recent press reports about the proposed wind turbines to be located on the land south of Oxford Road, Horspath. As the Parish Council has not been formally notified yet of the proposals, Mr Horsley recommended that the Parish Council release a statement to the press and to display on the notice board for the residents of Horspath to read. Mr Horsley circulated a draft statement to Councillors.

Mr Henderson recommended that more clear and precise details/information is required before the Parish Council can consider the proposals. Mr Turnbull commented that as well as the visual impact, the turbines will also create a noise issue that needs to be considered.

Councillors voted unanimously to invite Mr Tom Brinicombe from Partnerships for Renewables Group to a special meeting with the Parish Council to be held in October to discuss the proposals. Mrs Woodcock to arrange a date with Mr Brinicombe and notify Councillors.

After making a few amendments, Councillors agreed on the statement drafted by Mr Horsley to be circulated to the press. Councillors also agreed that there will be no press interviews.

**165/09 PLANNING APPLICATIONS.**

**P09/W0751 17 College Way, Horspath**

**(Other)**

Single storey extension to form lounge, utility room and entrance porch/hall.

– **Councillors voted to recommend approval on this application, subject to meeting SODC's planning requirements over neighbouring properties.**

## **PLANNING PERMISSIONS/REFUSALS/APPEALS.**

### **P09/W0814/ 137 Cuddesdon Road, Horspath**

**DA** Erection of a building.

An appeal has been lodged with the First Secretary of State following the serving of an enforcement notice issued by SODC. Any written representations about the appeal or to be advised of the date/time of the Inspector's site visit should be made to the Planning Inspectorate by 2<sup>nd</sup> October 2009.

**- Councillors agreed that the Clerk to send a letter to the Planning Inspectorate enclosing a photograph of the building. The Clerk to circulate the letter to Councillors before it is sent. It was also agreed that the Clerk request that a representative from the Parish Council is able to attend on the date of the Inspectors visit.**

### **09/01353/ Screwfix Direct Ltd**

**ADV** Display 2 x illuminated fascia boards and 2 x non-illuminated fascia signs. – **Granted.**

### **P09/W0559 Coopers Yard, Manor Farm Road, Horspath**

Use of redundant agricultural building to form micro brewery. – **Granted.**

### **P09/W0638 Sand Hills, Windmill Lane, Wheatley**

Construction of rear dormer windows and balcony, formation of new door and change of roof material to artificial slate. – **Granted.**

## **166/09 COUNTY & DISTRICT COUNCILLORS**

**Mrs Janet Carr – District Councillor** – Mrs Carr commented that she is concerned about the recent letter from SODC regarding the allocation process on Affordable Housing and stated that the Parish Council must have a clear definition on the allocation process before considering another phase of affordable houses.

## **167/09 CLERK'S UPDATE.**

**Play Area Rospa Report** – The safety inspection report has been received and passed to Mrs Woodcock.

**Barclays Bank** – We have recently completed the mandate to allow any two of four signatories on the Parish Council's accounts. Barclays have replied stating that only 3 signatories are permitted. It was agreed to delete Mr Dobson's name from the mandate.

**Gutters in Manor Drive** – The Clerk reported to OCC Highways Department that the gutters at the bottom of Manor Drive need clearing out. Mr Dickerson has stated that there is no budget available for this work to be carried out.

**External Audit** – BDO Stoy Hayward has requested more information to complete the audit.

**Gidley Way Bus Stop** – The Clerk to contact John Hammond at OCC as the bus stop should have been completed by the middle of August and has not yet been done.

## **168/09 REPORTS/UPDATES.**

**Wildlife Conservation Area** – Mr Harris and Mr Gray have recently serviced the mower. Mowing will take place when the new tractor arrives. Further works to be carried during this month.

**South East Plan** – Mr Harris has drafted a letter on behalf of the Parish Council to be signed by the Clerk in response to the consultation on the partial review of the South East RSS: Somewhere to live: Planning for Gypsies, Travellers and Travelling Show people in the south east.

**The Management of Shotover** – Mr Harris has drafted a letter on behalf of the Parish Council to be signed by the Clerk to Oxford City Council regarding the decision to downgrade its management of Shotover Country Park and SSSI.

**Stagecoach** – Nothing to report.

**Horspath Feast** – Will take place on 14<sup>th</sup> September 2009.

**HVSA** – Nothing to report.

**VHMC** – Mr Dobson and Ms Gray are planning another meeting to place in October 2009.

#### **169/09 PURCHASE OF REPLACEMENT TRACTOR**

Mrs Woodcock reported that we are waiting for the new mower to be delivered at a cost of £2400.00 +VAT. The old tractor will be taken in part exchange. The steering is currently being repaired on the village mower.

#### **170/09 PLAY AREA UPDATE**

Mrs Julian reported that she has recently met with Mr Roger Davies from Rospa to go through the plans for the small play area. With a few minor alterations Mr Davies is satisfied with the plans and with the selected contractor. Mr Davies has recommended some changes to the senior play area plans and has stated that a specialist contractor will be required for certain areas of the play area. Mrs Julian is in the process of obtaining quotes. With regards to the cycle park, Mr Davies has stated that his preferred location would be at the bottom of the Bowley Field. This needs to be resolved by the end of March 2010.

**171/09 BURIAL GROUND DRAINAGE** – To be discussed at the next meeting.

#### **172/09 UPDATE ON VILLAGE HALL –NEW BOILER & HEATING SYSTEM**

Ms Gray reported that she is waiting for news on the grant applications that have been submitted. SODC has visited the village hall and stated that it is unlikely that the application will be awarded a large sum of money as there are other applications that have been submitted longer than this application from the Parish Council. Ms Gray is waiting to hear when the Trust for Oxfordshire's Environment will visit the village hall as a grant application for £10,000.00 has been submitted.

Ms Gray, Mrs Woodcock and Mr Henderson all visited Sutton Courtenay village hall to look at their storage heater system. The installation cost for storage heaters is cheaper than gas, costing them approx £15,000.00 but no information was available on the running costs.

Mr Dobson commented that the boiler in the village hall also provides hot water as well as heating and at the moment there is no hot water. As the quotes for the new heating system are too high, Mr Henderson recommended that further advice is sought from a consultant into other options available and that a joint committee should be involved in taking this project forward. It is the responsibility of the Parish Council to cover the capital costs of the heating system, and then the maintenance costs are covered by the VHMC. It was agreed that Mrs Woodcock will arrange for a contractor to look at the existing boiler to see if it can be repaired and to seek further advice. To be discussed at next meeting when more information will be available on the status of the grant applications.

Mrs Carr recommended that a management committee is formed to help with this project as she is a member of the Wheatley Village Hall Management Committee which consists of 6 representatives of local user groups and 2 representatives from the Parish Council.

**173/09 PARISH COUNCIL STATEMENT OF ACCOUNTS AND ANNUAL RETURN 2008/09 – Report of Internal Audit.** – To be discussed at next meeting.

#### **174/09 ADDITIONAL DONATION OF £20.00 TOWARDS THE SCHOOL/CHURCH FETE TO COVER THE COST OF HIRING THE VILLAGE HALL**

Councillors agreed to donate a further £20.00 to make up the total cost of hiring the village hall.

#### **175/09 SPEED AWARENESS SIGNS**

Mrs Woodcock has received 5 different speed awareness signs to be displayed in the village. Mrs Carr commented that the signs have proved very useful in Wheatley, but they can only be displayed for a

couple of weeks and then have to be taken down. Mrs Woodcock to contact OCC Highways for further advice on where the signs can be displayed.

#### 176/09 SECURITY OF VILLAGE HALL

Mrs Woodcock reported that she has recently found the front door of the village hall open again. It was agreed that Mr Dobson will arrange for the outside locks of the village hall to be replaced.

#### 177/09 CORRESPONDENCE.

- a. Shotover Wildlife – Summer 2009 Newsletter.\*
- b. OPFA – Introducing the OPFA. – (Passed to Mrs Julian).
- c. OCC – Consultation on the County’s 3<sup>rd</sup> Local Transport Plan (LTP3).\* - **Noted.**
- d. Horspath Senior Residents’ Club – Donation Request. – **It was agreed that a donation will be considered to go towards the cost of the Resident’s Club Christmas Lunch that is held in February 2010. To go on January 2010 agenda.**
- e. Mr Brian Rollerson – Internal Audit 09/10. – **It was agreed that the Clerk contact Mr Phillip Hood.**
- f. SODC – Minutes of the Standards Committee Meeting on 30.7.09.\*
- g. OCC – Countryside Service Annual Report 2009.\*
- h. SODC – Affordable Housing – Re-lets and Re-sales in Horspath. – **It was agreed that a reply will be sent stating that if the Parish Council is to support another phase of Affordable Housing then the criteria for the allocation process has to be defined.**
- i. SODC – Town & Parish Councillor Planning Training.\* - **Mrs Woodcock and Mrs Palmer to attend.**
- j. SODC – Invitation to Play Exhibition Open Evening. – **Mrs Woodcock to attend.**
- k. OGBN – August 2009 Newsletter.\* - (Circulated via email).
- l. Wheatley Parish Council – August/September 2009 Newsletter.\*
- m. OCC – Local Transport Plan, Objectives & Strategic Environmental Assessment Consultation. – **Noted.**
- n. OCC – Oxfordshire Parish Council – Contact Details.\*
- o. Playworld Systems – Brochure. – (Passed to Mrs Julian).

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

#### 178/09 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
1922	N C Designs	Consultation Fee for Tendering Process on V/Hall Heating System	27.00	207.00
1923	Apollo Trade Window Store	New Doors for Village Hall		5013.95
1924	Mrs Shirley Woodcock	Payment made to Alan Stone for work on the Tractor		50.00
1925	Mr Martin Parker	Purchase of new Tractor		TBA
1926	Playsafety Ltd	Annual Inspection of Play Area	10.35	79.35
1927	SODC	Emptying Dog Bins	17.36	133.07
1928	Mrs S Woodcock	Replacement Locks for Barriers	4.70	35.99
1929	OPFA	Annual Subscription		32.00
1930	St Giles Church	Additional Donation		20.00
		<b>TOTAL</b>	<b>£59.41</b>	<b>£5571.36</b>

#### 179/09 RECEIPTS

Date	From Who Received	Details	Total £
26.8.09	Mrs Pettigrove	Donation to Horspath Feast	100.00
3.8.09	Stagecoach	Rent for Periods 4, 1 & 2	975.00
			<b>£1075.00</b>

## **180/09 ANY OTHER BUSINESS**

- a. Mr Horsley asked the Clerk if the funds were available to cover the expenses paid out this month. The Clerk to check funds before sending out any payments.

Public:

- b. Mr Ivan Wright commented that he was disappointed in the Parish Council's statement regarding the proposed wind turbines as the Oxford Preservation Society was notified about it over a year ago. Mrs Woodcock stated that the Parish Council have known about it but have never been informed as to where it would be located. Mr Wright also recommended that un-biased advice should also be sought and not just taken from Oxford City Council and Mr Tom Brinicombe from Partnerships for Renewables Group.
- c. Mrs Tasker reported that she had received complaint about people messing with the flowers in the Burial Ground.
- d. Mr Graham commented that he was surprised to hear that the Parish Council had not spoken to the press about the wind turbines as it was printed in the local paper that the Parish Council wanted the wind turbine on Parish Council land and this is the opposite to what 60% of the residents had stated in the Parish Plan. Mrs Woodcock stated that the comment from Mr Horsley to the press was twisted from what he actually said. Mr Horsley stated that the Parish Council has not been formally notified of the proposals for the wind turbines, but there is nothing to stop individuals from forming a committee to campaign against the proposals. Mr Horsley stated that the only way we can change the proposals is to find a more suitable site for the turbines – such as Brasenose land which would be perfect. Councillors agreed to invite Mr Tyce from CPRE to the meeting in October for an un-biased opinion.
- e. Mr Hamlet also expressed disappointment in the Parish Council's statement for the proposed wind turbines as he is sure that Oxford City Council will just push on with the project as they have done before in the past. Mr Horsley stated that an alternative site has to be found. Mr Henderson stated that the Parish Council are obtaining more information so that residents in the village are properly informed. Mr Hamlet recommended that the Parish Council obtain more quotes on the new boiler and heating system.
- Mr Hamlet reported that there has been another road accident by the chicanes at Hill Farm. Mr Hamlet recommended that OCC remove the chicanes. Clerk to ask Mrs Purse to look into this matter.

## **181/09 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 15 September 2009 (To be confirmed)

Horspath Parish Council Meeting – Tuesday 6 October 2009.