

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 6 October 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. Mr A Hodgson (District Councillor), Mrs A Purse (County Councillor), Mrs H Kogel (Clerk). **Apologies** Mrs J Carr (District Councillor).
Public: 4

182/09 APOLOGIES FOR ABSENCE – Apologies were made on behalf of Mrs Carr.

183/09 MINUTES FOR APPROVAL

Minutes of the Parish Council Meeting held on 21st August 2009 were agreed and signed as correct.
Minutes of the Parish Council Meeting held on 1st September 2009 were amended on:-

Header – Minutes of the Parish Council meeting held on *1st September 2009*.

169/09 Purchase of Replacement Tractor – Mrs Woodcock reported that we are waiting for the new *tractor* to be delivered at a cost of £2400.00 +vat.

172/09 Update on Village Hall – New Boiler & Heating System – 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.

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.

The Minutes were then agreed and signed as correct.

184/09 MATTERS ARISING

162/09 (147/09) Reports/Updates HVSA/VHMC – Mr Harris stated that there is a lease for the land for the village hall which includes the area where Cycle Speedway are located.

185/09 PCSO’s Ken Cooney and Dawn Hunt

PCSO Ken Cooney gave an update on the number of incidents logged in Horspath over the past three months. There were 50 calls reported of which 23 were recorded as miscellaneous calls, 3 theft of cars, 9 anti-social, 3 domestic, 2 criminal damage, 2 road traffic, 2 shoplifting, 1 arson, 1 alarm, 3 parking issues and 1 burglary. Using these figures the overall crime rate for Horspath is below the national average. PCSO Cooney is aware of anti-social problems in certain areas of the village and urged residents to report all incidents and where necessary make statements. Anti-social behaviour issues can now be dealt with without going through the courts.

186/09 PLANNING APPLICATIONS.

P09/W0810 27 Butts Road, Horspath (Other)
Replacement bay window. – **Recommend approval.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P09/W0751 17 College Way, Horspath (Other)
Single storey extension to form lounge, utility room and entrance porch/hall. – **Granted.**

P09/W0699 29 Manor Farm Road, Horspath
Demolition of existing garage and erection of new garage with attic storage. – **Granted.**

P09/W0664/ Horspath Service Station, Horspath

RET Part change of use of land at Horspath Service Station to provide car sales forecourt. – **Granted.**

P09/W0081/LD61 Gidley Way, Horspath

Lawful development for property which has been used as accommodation as a dwelling for 10 years. – **SODC certify that on 13.7.09 the undertaking of the following use: 61A Gidley Way as a separate dwelling from 61 Gidley Way was lawful within the meaning of Section 191 of the Town & Country Planning Act 1990.**

P09/W0415 Land to the rear of 41 Manor Drive, Horspath (Appeal)

Erection of dwelling (amendment to P08/W0535/RM). – **The appeal was dismissed.**

187/09 COUNTY & DISTRICT COUNCILLORS

Mr A Hodgson – District Councillor – Mr Hodgson supported the decision of the Planning Inspectorate on dismissing the appeal lodged regarding the proposed planning application at 41 Manor Drive, Horspath. Mr Hodgson commented that the new waste collections are going well with a reduction in complaints being received. The level of recycling has so far been increased.

Ms Gray commented that an incident of fly-tipping had been reported approximately a month ago and the waste has still not been collected. Ms Gray reported this to Verdant again this morning.

Mrs A Purse – County Councillor – Mrs Purse reported that OCC has decided on their preferred site to locate an incinerator but it has not yet got planning permission.

Mrs Purse asked if there was a problem with people moving into the village getting a place at Horspath Primary School. Mrs Julian commented that the school is not as over crowded as it has been in the past so at the moment it is not an issue. Mrs Purse asked to be kept updated.

Mrs Purse commented on the problems being reported with learner drivers using villages during lessons/tests. Mr Ronald at OCC Highways has stated that they have the right to drive through the villages and they cannot be stopped unless they are causing a danger.

Mrs Purse asked how the new bus services back from Oxford has affected residents. Mrs Woodcock stated that she had not received any feedback.. Mrs Julian stated that she prefers the new service.

Mrs Purse reminded Councillors to contact her with any issues that they would like to discuss.

188/09 CLERK'S UPDATE.

Barclays Bank – Further signatures on the new mandate are required from the 3 authorised signatories.

Gidley Way Bus Stop – The bus stop has now been done. Comments received from residents are that the hard standing area could have been a bit bigger to make it easier for pushchairs/wheelchairs. The Clerk to ask Mr Hammond at OCC to request that buses stop along Gidley Way at all bus stops including the ones without a pole.

Shotover Country Park – A copy of the reply from Oxford City Council regarding Shotover Country Park was circulated to all Councillors.

Wind Turbines – The Clerk reported that Westmill Farm in Watchfield is in the process of setting up site visits to view the wind turbines but dates have not yet been confirmed. Horspath are now on the register to be notified of the dates when available.

Thames Water – Following the inspection report received from Thames Water, the Clerk has written to obtain the maximum extension permitted to carry out the necessary works.

Wheatley Park School – A letter to thank the Parish Council for their donation has been received along with an invitation to the Prize Giving Awards on 8.10.09. It was agreed Mr Dobson would attend.

189/09 REPORTS/UPDATES.

Wildlife Conservation Area – Volunteers used the Parish Council's petrol-driven hedge trimmer and two other similar privately-owned hedge trimmers loaned to the Council by members of the volunteer group, to cut the wildflower meadow on 26th September and 3rd October. The cuttings were removed

and barrowed to the compost heaps, and the final close cut of this meadow will be achieved using the Parish Council's Toro mower. The metal entrance gates have been re-painted. The safety of some of the trees will be assessed, free of charge, by a qualified arboriculturalist later in October.

South East Plan – The legal challenges by the CPRE, SODC, and Oxford University to the decision by the Secretary of State for the Department of Communities and Local Government (DCLG) to include a 'South Oxford urban extension' in the South East Plan has been successful. The government has conceded that this was unlawful. The Government Office of the South East (GOSE) is now expected to publish its response to this significant legal defeat of its plans to build on the Green Belt south of Grenoble Road, and elsewhere nearer to Horspath, but with a General Election due in June 2010, there will be very limited time for the public consultation process. We will therefore need to be ready and prepared to give our views on this plan to extend Oxford City into the Green Belt of South Oxfordshire when it re-emerges as a new proposal. It is possible that the next government, to be elected in June 2010, will abolish the regional planning authorities, and will presumably also abandon any plans to build in the Oxford Green Belt, but that is not guaranteed.

Stagecoach – Nothing to report.

HVSA – Nothing to report.

VHMC – Mr Dobson commented that he has been unwell since July, but now that he is feeling better he is hoping to be more pro-active. Mr Dobson has recently spoken with a locksmith for advice on the village hall locks. There are several options available, to replace all interior locks would cost approx £40.00 each. To replace the two main exterior locks would cost between £240.00 - £1000.00 depending on requirements. The £240.00 option is a card system and the £1000.00 option tracks who enters and leaves the building. Mr Dobson to get a quote for different options and report at next meeting. Mr Dobson gave his apologies for not attending the HVSA meeting yesterday.

Ms Gray reported that Mr Goss has resigned from the VHMC. Ms Gray is not happy with the committee situation and there are lots of issues to be discussed. There also appears to be some confusion over the rates that are being charged to hire the village hall. Mr Murray has taken the lease agreement between the Parish Council and VHMC to look at it with proposals on who should be on the committee. Mr Dobson to liaise with Mr Murray. Mr Horsley stated that it has been established that some organisations are not interested in joining the committee. Mr Dobson stated that a decision needs to be made on whether HVSA is to be kept separate from VHMC.

Mrs Julian reported that the Methodist Church will no longer be operating and this is used by organisations as a venue who may now want to use the village hall.

190/09 PROPOSED WIND TURBINES NEAR HORSPATH

A meeting will be held on Tuesday 27th October 2009 in the Village Hall at 7.30pm. Mr Tom Brinnicombe and Mr Michael Tyce will both give short presentations.

Mr Horsley asked Mr Harris for the exact wording used in the Parish Plan questionnaire regarding wind turbines. Mr Harris stated that it asked for opinions on 2 wind turbines being sited in Horspath. Mr Horsley stated that the proposed wind turbines are not actually in Horspath. Mr Woodcock stated that the proposals are for the wind turbines to be site on Oxford Road, so it is definitely in Horspath. Mr Harris stated that the land belongs to Oxford City Council.

Mrs Woodcock stated that there will not be any votes taken at the meeting on 27th October 2009, it is purely to obtain more information to get a balanced view. It was agreed that members of the public are welcome at the meeting and will be given an opportunity at the end of the meeting to ask questions.

191/09 PLAY AREA UPDATE

Mrs Julian reported that Wren have requested a detailed quote from the chosen contractor for the small play area. Mrs Julian now has quotes for the bigger play area that need to be considered at the end of the meeting.

192/09 BURIAL GROUND DRAINAGE – To be discussed at the next meeting.

193/09 BURIAL GROUND – Letter to next of kin.

Mrs Woodcock reported that there are several issues that need to be addressed in the burial ground, such as, areas where concrete has been laid over graves, metal hoops installed surrounding the grave area, rose bushes planted, artificial flowers and glass vases being thrown around the burial ground area. It was agreed that the Clerk will send letters to all next of kin's enclosing a copy of the Burial Ground Rules asking them to adhere to the rules and where necessary remove items from the grave. Mr Harris reminded Councillors that 3 years ago he recommended that people sign to confirm that they agree to rules when arranging a burial. It was agreed that the Burial Ground Rules will be reviewed at the next meeting. Mr Horsley asked if there was any evidence that people are choosing not to be buried in Horspath as there has not been a burial for 18 months. Mrs Woodcock stated that this was not an issue.

194/09 UPDATE ON VILLAGE HALL –NEW BOILER & HEATING SYSTEM

Mrs Woodcock reported that the pilot light on the boiler keeps going out causing it to break down yet again. The plumber – Richard Bailey is coming on Thursday morning to see if he is able to get it going. Mr Henderson commented that the necessary work should be carried out to keep the boiler going for a reasonable period of time. It was agreed that a service on the boiler would be arranged and the VHMC will cover the cost and also advice would be sought on the current state of the existing equipment to see if it would last out the coming winter. Mr Henderson and Mr Turnbull have been looking at the current heating system in place and suggest that there are several different options available. Ms Gray reported that £10,000.00 (-11%) grant has been awarded by TOE as well as £9468.00 from SODC.

195/09 PARISH COUNCIL STATEMENT OF ACCOUNTS AND ANNUAL RETURN 2008/09 – Report of Internal/External Audit.

External Audit – The external audit has now been completed, and a notice advertising the completion of the audit displayed on the notice board. The following points raised on the audit were discussed:-

Fidelity Guarantee – Councillors agreed that the current guarantee in place is thought to be sufficient, but agreed that the Clerk will get a cost to increase the guarantee.

Review of effectiveness of Internal Audit – The review of the Internal Audit will be carried out in November 2009.

Expenditure Powers – S137 power incorrectly used – Councillors agreed to monitor the expenditure of S137.

Internal Auditor's recommendations – As listed below.

Internal Audit – The following points raised were discussed:-

Budget/Precept – The Clerk confirmed that there was an error on the reserves figure, it should read £21684.85.

Income – The £100.00 reimbursement from BMW was received on 8.12.08. An amount of £105.00 (vat) is to be re-paid to HMR&C. The annual rent from Stagecoach is all paid and up to date.

Payroll – The Clerk stated that the "back pay" as stated by the auditor has not yet been claimed for.

Fixed Assets/Insurance – Councillors agreed that £50,000.00 as listed on the asset register is a fair value for the Scout Hut and agreed that this amount remain the same, and the insurance value will remain at £129,623.00. The amount of £10,011.00 listed for Height Restriction Barriers is actually for barriers and kissing gates. It was agreed that the Clerk amend the wording on the insurance policy. The Fidelity Guarantee is listed above under External Audit.

Bank Interest – The Council are in the process of amending the Parish Council's bank accounts to ensure the maximum interest payments.

196/09 MOWING THE BOWLEY FIELD

Mrs Woodcock reported that Mr Rob Gray and friends have offered to mow the Bowley Field on a voluntary basis and dispose of the grass cuttings. Mrs Woodcock asked Mr Gray to put this in writing to

the Parish Council but to date has not been received. The Bowley Field does need mowing and can be done in the next few weeks.

197/09 CORRESPONDENCE.

- a. ORCC News Bulletin – September 2009.* (Circulated via email).
- b. TW Ramblers Poster.* (Circulated via email).
- c. OALC – September Edition of updates for Members.* (Circulated via email).
- d. CPRE – Oxfordshire Campaign Briefing Jul/Aug 2009.* (Circulated by email).
- e. Horspath Pre-School Nursery – Refurbishment of the Outdoor Play Area. – **Councillors agreed that the land belongs to Oxfordshire County Council and any changes need to be approved by them. The Parish Council do support the refurbishment but a donation to this project cannot be made. Mrs Purse agreed to liaise with OCC, Horspath Primary School and Horspath Nursery regarding this project.**
- f. English Rural Housing Association – Allocation of English Rural Housing Association Properties. – **Councillors commented that any future applicants must be registered on the housing registers.**
- g. OCC – Use of Road Safety Team’s Mobile Information Unit.
- h. OCC – Invitation to Join the National Highways & Transport Survey. – **Mrs Palmer to complete.**
- i. OPFA – Annual General Meeting – 21.10.09.*
- j. OCC – Oxon News September 2009.*
- k. Mr D Gray – Horspath Burial Ground. – **It was agreed that the Clerk write to Mr Gray and thank him for his offer which will be effective from 1.10.09.**
- l. Clerks & Council’s Direct – Newsletter September 2009.*
- m. Kompan Playful Living – Brochure. – (Passed to Mrs Julian)
- n. Wicksteed Playscapes – Brochure. – (Passed to Mrs Julian)
- o. Timberline Play Schemes & Outdoor Structures. – (Passed to Mrs Julian)
- p. SODC – SODC’s Statement of Community Involvement Review.
- q. The Planning Inspectorate – Planning for Gypsy & Traveller Accommodation in the South East of England – Examination in Public.

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

displayed on Village Hall & village noticeboards

198/09 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
1931	JJ Bark	Repairs to Mower	34.20	262.20
1932	BDO Stoy Hayward	External Audit fees 2008/09	46.50	356.50
1933	PWLB	Loan Repayment for Village Hall		1194.00
1934	Mrs Tasker	Bus Shelter Maintenance Aug/Sept 09		120.00
1935	Mr Don Gray	Managing Bur/Grd July, Aug, Sept 09		250.00
1936	Mrs H Kogel	Salary July, Aug, Sept 09		1062.18
		Office Expenses July, Aug, Sept 09		90.00
		Post, Photocopying, Stationery	3.64	64.86
1937	Vilitas Office Supplies	CHEQUE CANCELLED		
1938	Mrs H Kogel	Photocopying		21.40
1939	Mr R Gray	Grass cutting Burial Ground		141.00
		Grass cutting Village Green		340.00
		Diesel		65.00
		TOTAL	£84.34	£3967.14

**** Chq No. 1937 has been cancelled as the items have been returned.**

199/09 RECEIPTS

Date	From Who Received	Details	Total £
11.8.09	Southern Electric	Overpayment on power to Xmas Tree Lights	54.92
7.9.09	Barclays Bank	Interest on Bus Premium Acct 8/6/09-6/9/09	3.27
25.9.09	SODC	2 nd Instalment of Precept	16,500.00
7.9.09	Barclays Bank	Interest on Bus Reserve Acct up to 4/9/09	1.20
			£16559.39

200/09 ANY OTHER BUSINESS

- a. Councillors gave permission to Mrs Lewis to use the Christmas tree as a fundraising project to raise money for the Cancer Research Department at the Churchill Hospital.
- b. Mr Henderson commented that the recent inspection by Thames Water was an inappropriate way of approaching their customers. A plumber has stated that there are only a few items on the report that are statutory and are not expensive.
- c. Mr Turnbull commented that Cycle Speedway visitors were parking on the field at the last meeting held on Sunday/Monday. Mr Turnbull asked if there were any developments on the user agreements that have recently been discussed. Ms Gray commented that there has been a delay as Mr Dobson has not been well. Mr Dobson stated that a user agreement will be done in the near future. Mrs Woodcock commented that Cycle Speedway will need a key to the barrier in case of an emergency.
- d. Mr Harris suggested that a quote be obtained to make the height restriction barrier safer as it is potentially dangerous to people using it. It was agreed that Mr Harris will get a quote and circulate it to all Councillors.
- e. Mrs Julian commented that people are parking cars on the grass area at Gateley. Mr Hodgson commented that he has already spoken to residents at Gateley about the lack of parking spaces at Gateley and they have asked if SODC would consider making the grass area into a parking bay.
- f. Mr Hodgson reported that he has been approached by Mr Patel from the village stores who is looking to refurbish the shop and would like permission to install a ramp at the entrance of the shop for pushchair/wheelchair access. Mr Harris commented that the land is village green and not highways therefore permission cannot be given by the Parish Council. It was suggested that the ramp could be installed on Mr Patel's own property.

Public:

- g. Mrs Tasker reported that vandals are removing artificial flowers from vases in the burial ground and throwing them around the area.
The meeting was then closed and members of the public left the room while Councillors considered the quotes received for the play area.

201/09 PLAY AREA

Mrs Woodcock and Mrs Julian have recently met up with Mr Roger Davies to discuss the plans. The plan at the moment is for the play area to be located at the end of the car park by the trees (along side the cricket pitch) where there is an un-used piece of ground approx 70m x 14m. Mr Harris commented that HVSA should be consulted before any plans are confirmed to see if this piece of land is available as Mr Harris is on the understanding that the junior pitches are planned for this area. Mr Horsley will arrange a HVSA meeting for next week. Councillors agreed (subject to HVSA agreement) to accept the quote from All Play at a cost of £43,000.00 which falls within the grant of £46,000.00 received.

202/09 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 20 October 2009 (To be confirmed)
Horspath Parish Council Meeting – Tuesday 3 November 2009.