

HORSPATH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 4th October 2011
At 8pm in HORSPATH VILLAGE HALL.

Present: Mr K Brooks, Mr J Dobson, Mr P Dobson, Mr P Ewart, Mr M Harris, Mr C Henderson, Mr D Horsley, Mrs A Julian, Mrs H Palmer, Mrs S Watson, A Purse (County Councillor), Mrs H Kogel – Clerk.

Apologies Mr S Turnbull, Mrs J Carr (District Councillor), Mr R Bell (District Councillor).

Public: 12

158/11 APOLOGIES FOR ABSENCE – Apologies were made on behalf of Mr Turnbull, Mrs Carr and Mr Bell.

159/11 EMERGENCY BUSINESS – Mr Horsley reported that an application has been made by a resident to erect a memorial displaying a symbol of a Red Kite on the grave of a relative in the burial ground. Councillors agreed that this request is within the rules of the burial ground therefore permission is granted on the condition that the symbol of the Red Kite is painted black. It was also noted that the Burial Ground Rules will be reviewed at the November meeting.

160/11 DECLARATION OF INTERESTS. – There were no declarations made.

161/11 MINUTES FOR APPROVAL

The Minutes of the Parish Council Meeting held on 6th September 2011 were agreed and signed by the Chairman as correct.

162/11 MATTERS ARISING

146/11 COUNTY & DISTRICT REPORTS

Mr Roger Bell (District Councillor) – Mr James Dobson asked if the information was available as to how many pensioners rely on the local Post Office to collect their pensions. Mr Horsley stated that the temporary Postmistress estimated that there are 4-5.

Mr Horsley reported that the Post Office officially closed on 20th September 2011 and that there is nothing more that the Parish Council can do.

Mr Bell informed the Clerk that he had received a phone call from Alan Ridoutt, Field Change Advisor, the Post Office Ltd, in which he reiterated that they would try to keep a PO presence in Horspath if a suitable place could be found. Mr Bell also had a further meeting with Mr Patel just before the actual closure on 20th Sept in which he explained why he had given the PO notice on security grounds.

Mr Horsley suggested that at the next meeting the Parish Council needs to separate the roles between Parish Councillors and trustees of the Recreation Charity. Consideration also needs to be given to the 2 parking spaces outside of the village shop as the easement was given by Mr Bowley to Mr & Mrs Lewis who in turn passed it on to Mr Patel.

155/11 AOB © - Mr Harris confirmed that an order has been placed for the new trees at a cost of £1 each.

163/11 PLANNING APPLICATIONS.

P11/W1437 9 Wrightson Close, Horspath (Other)

Demolition of existing garage, store and lobby and construction of two storey extensions to form granny annexe, kitchen and dog room, garage with additional bedroom with en-suite to first floor.

– **Mrs Barbara Lewis commented that she will be writing to SODC to object to this planning application as the extension to the front of the property will be out of the building line. There is**

also a covenant on Wrightson Close stating NO building extensions to the front of properties, and the extension will extend to an adjacent tree.

- Another resident also stated that he will be objecting to the planning application as the proposed extension will be right up to their boundary and will be over-looking their property both on ground and first floor levels.
- Horspath Parish Councillors recommend refusal on this application. Councillors would like it noted that there are covenants in place that restrict any building works at the front of the property. Consideration needs to be given to neighbours objections and in relation to loss of privacy at Number 8 Wrightson Close. Councillors also ask that SODC review the volume of this proposed application as it exceeds the 40% guidelines.

P11/W1393 89 Gidley Way, Horspath (Other)
Demolish garage and existing rear extensions. New single storey side garage and extension, double and single storey rear extensions and loft conversion. – **Recommend Approval.**

P11/W1402/ Manors Farm, Horspath (Other)
RET Use of part of redundant agricultural building as administrative base for utilities business. (Resubmission of P10/W1402/RET). – **Recommend Approval.**

P11/W1403/ Manors Farm, Horspath
LDE Certificate of Lawful Development for the use of part of the top yard for storage of plant, equipment and materials for plumbing/heating/utilities business. – **Recommend Approval.**

P11/W1365/ Chartwell, 149 Gidley Way, Horspath
LDE Certificate of Lawful Development concerning the breach of condition 6 (agricultural tie to dwelling) of planning permission P88/NO728 for a period exceeding the requisite 10 year period. – **Recommend Approval.**

PLANNING PERMISSIONS/REFUSALS/APPEALS.

P11/W1055 8 Sunny Rise, Horspath (Other)
Erect a conservatory to rear of park home. – **Granted.**

164/11 COUNTY & DISTRICT COUNCILLORS

Mrs Anne Purse – County Councillor – Mrs Purse reported that she has recently spoken with Mr Steven Howell, OCC Head of Transport regarding the salt situation. Mr Howell has stated that in normal winter conditions, Horspath village will have the main roads salted as usual. In the case of a severe winter, OCC will withdraw from villages such as Horspath in order to keep more of the main roads open. Mr Horsley stated that this is unacceptable from OCC. All bus routes are main roads and should be salted when necessary. Mrs Purse will pass this information back to Mr Steven Howell. Mrs Purse explained that the amount of salt given to local authorities has been capped this year. If a local authority has a supply of salt during a bad winter it will be taken and given to other local authorities. Equally if a local authority uses all of the salt allowance at the start of the winter then it is unlikely to receive any further supplies. Mr Howell has stated that by giving villages a salt supply of their own to store in the village removes the salt from their store so will not be taken for another local authority. Mr Horsley stated that Horspath Parish Council does not have a place to store the salt or any machinery to distribute the salt. Mrs Purse stated that in snow conditions, due to the winter maintenance budgets being reduced, OCC will not have the equipment to deal with it. Mr Peter Dobson stated that this is unacceptable and the main routes in Horspath are essential and must be kept open. OCC need to look at lifelines to villages. Mrs Purse commented that there are a lot of villages that have agreed to take the allocation of salt. Mrs Purse stated that the decision to reduce the winter maintenance budget was made by the cabinet members. There is a strong possibility that individual Councillors may be allocated a small sum of money for villages to use in emergencies for salting the roads. Mr Peter Dobson stated that by giving

villages 1 ton of salt should not detract the responsibility from OCC Highways to grit the roads when needed. Mr James Dobson stated that it is unacceptable for OCC Highways to give Parish Councils a two month lead time to put plans into place for this. Mr Horsley stated that Horspath Parish Council is of the opinion that roads throughout the village will be salted by OCC Highways Dept allowing buses to get through. Mr Henderson thanked Mrs Purse for relaying the messages from OCC. It was agreed that the Clerk will write to OCC Highways Dept stating that Horspath Parish Council's views have not changed since the last letter.

165/11 CLERK'S UPDATE

Arrow Accounting – Letter of Engagement for 2011/12. – Councillors agreed to use Arrow Accounting for the Internal Audit 2011/12.

OCC – Letter of acknowledgement received from Rodney Rose stating that Mr Paul Wilson will send a full response as soon as possible.

New Dog Waste Bin – The new bin has been added to the collection schedule.

166/11 RISK ASSESSMENTS

In working progress, to be discussed at next meeting.

167/11 BURIAL GROUND.

Mr Horsley reported that Mr Turnbull has reached an agreement with Mr Walker regarding the drainage. Mr Turnbull is in the process of obtaining quotes for the work to be carried out.

168/11 RESPONDING TO THE CONSULTATION ON THE PROPOSED DRAFT NATIONAL PLANNING POLICY FRAMEWORK.

Mr Harris briefed Councillors on the Governments plans to abolish the current planning legislation and replace them with a single much shorter 52 page document. The proposed NPPF is unclear and ambiguous with the biggest difficulty being that sustainable development is not defined in the whole document. Mr John Howell MP is in favour of the NPPF. Mr Harris circulated to all Councillors a draft response on behalf of the Parish Council. Following discussions, Councillors agreed that the Clerk go ahead and send the response. Mr Harris reported that OGBN has also sent in a response. Mr Horsley thanked Mr Harris for producing the response. It was also agreed that a copy will also be sent to Mr John Howell MP, a copy will go on the notice board and all residents on the Parish Council mailing list will receive a copy encouraging them to comment.

169/11 END OF YEAR ACCOUNTS 2010/11 – EXTERNAL AUDIT.

BDO has now completed the External Audit for 2010/11. A copy of the Issues Arising Report was circulated to all Councillors. The following points were raised:-

Internal Auditors Recommendations:-

Budgetary Controls (Council Balances) – Separate bank accounts have now been opened for the Horspath Stone Pit Charity and Horspath Village Green and balances transferred.

Payroll Controls – The Parish Council/Clerk has now registered with HMRC for possible Tax & National Insurance liabilities.

The Financial Regulations & Standing Orders – Reviewed at June 2011 meeting 94/11.

Declaration of Interests – This is now listed on the agenda.

Fidelity Guarantee – Councillors agreed that they are satisfied with the current level of cover of £15,000.00, therefore this will not be increased.

Expenditure Powers – S137 Incorrectly Used – Councillors noted this error so that it does not occur again in the future.

170/11 CORRESPONDENCE.

- a. OCC – Snow Day Invitation 8.10.11 (Deddington) & 29.10.11 (Drayton). – **Noted.**
 - b. OPFA – Annual General Meeting 17.10.11.*
 - c. CPRE/NALC – How to Respond to Planning Applications: an 8-step guide. – **Noted.**
 - d. Wheatley Park School – Prize giving Donation Request. – **Councillors agreed a donation of £150.00.**
 - e. OGBN – Special Newsletter Sept 2011. – (Circulated via email).
 - f. Thame & Wheatley Ramblers – Walks Programme October – December. – (Circulated via email).
 - g. SODC – How Local Councils Fit Into The Planning System – Effective Responses To Planning Applications. – (Circulated via email).
 - h. VWHDC/SODC – Parish Training Autumn 2011. – (Circulated via email).
 - i. Rural Services Network – Digest September 2011. – (Circulated via email).
 - j. ORCC – News Bulletin September/October 2011. – (Circulated via email).
 - k. SODC – Young Achievers Award Scheme 2011. – (Circulated via email).
 - l. John Howell MP – The Government’s Planning Reforms.
 - m. CPRE – September 2011 Campaign Briefing. – (Circulated via email).
 - n. Thames Valley Police – Police Report for October 2011. – (Circulated via email).
 - o. Rural Services Network – Weekly Digest October 2011. - (Circulated via email).
 - p. Mrs Stella Edwards – Horspath Village Feast. – **After discussions as to why the Horspath Feast date changed it was resolved that Mr Horsley would come back to the Parish Council with a document confirming the future dates for Horspath Feast.**
 - q. CPRE – Is Your Parish at Risk From Planning Reforms. – (Circulated via email).
- * original held by the Clerk, copy available on request.
displayed on Village Hall & village noticeboards.*

171/11 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
2102	BDO	External Audit Fees	116.00	696.00
2103	Mr P Aries	Bus Shelter Maintenance August/Sept 11		120.00
2104	Mrs H Kogel	Salary July/Aug/Sept 2011		1138.29
		Home Office Allowance		90.00
		Postage/Stationary		34.74
2105	SODC	Election Fees 2011		115.00
2106	Wheatley Park School	Annual Prize Giving Donation		150.00
		TOTAL	116.00	2,344.03

172/11 RECEIPTS.

Date	From Who Received	Details	Total £
7.9.11	Mr Pettigrove	Donation for Feast	100.00
		TOTAL	100.00

173/11 ANY OTHER BUSINESS.

- a. Mr Henderson commented that the holes in the ground in the Car Park by the Church really need to be filled before the winter. Mrs Julian commented that it was the Contractor working on the property opposite the car park that caused the damage. Mr Dobson commented that the Contractor did not cause the problem but they have contributed to it.

Public:

- b. Mr Walker reported that the “30mph” sign by Hill Farm needs to be moved as it has been put up so high that tractors leaving Hill Farm have their vision blocked by the sign and can’t see down the hill. The Clerk will report to Highways.
- c. A resident reported that the trees at the Malthouse are over-hanging the footpath/road. Mrs Woodcock also commented that this is causing a problem when Mr Gray is grass-cutting. Mr Henderson stated that the trees have been trimmed but obviously not enough.
- d. A resident asked what is happening to the pictures that were taken down in the Village Hall. Mrs Julian stated that this is an issue for the Chair of HVHMC to deal with but reported that the pictures are stored in the Morgan Room at the moment. Some of the frames are in poor condition. HVHMC will be asking resident for new pictures.
- e. Mrs Woodcock asked what is happening with the plot in the Burial Ground that contravenes the rules. The rules of the Burial Ground should be reviewed each year in November. Mr Horsley stated that it appears that Rev. Cowles did not give all relatives a copy of the Burial Ground Rules. Mrs Lewis stated that it is the responsibility of the Parish Council to ensure that relatives have a copy of the rules. It was agreed that the Rules of the Burial Ground will be reviewed at the November meeting.
- f. A resident reported that a company has placed an advertising board on Cuddesdon Road
- g. Mr Walker reported that there is a problem with the Chestnut Tree outside of his property where the roots are going into the drains. Mr Horsley suggested that Mr Walker contact the Tree Officer at SODC for advice.

174/11 DATE OF NEXT MEETINGS.

Parish Council Planning Meeting – Tuesday 18th October 2011 (To be confirmed)
Horspath Parish Council Meeting – Tuesday 1st November 2011.

175/11 STAGECOACH & HORSPATH STONE PIT CHARITY

Nothing to report.