

**HORSPATH PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 3 November 2009**  
**At 8pm in HORSPATH VILLAGE HALL.**

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

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

**Public:** 2

**203/09 APOLOGIES FOR ABSENCE** – Apologies were made on behalf of Mrs Julian and Mr Hodgson.

**204/09 MINUTES FOR APPROVAL**

Minutes of the Parish Council Meeting held on 6<sup>th</sup> October 2009 were amended on:-

**185/09 PCSO's Ken Cooney & Dawn Hunt** - PCSO Ken Cooney gave an *update* on the number of incidents logged in Horspath over the past three months.

**194/09 Update on Village Hall** - 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 (Internal Audit) – Income** - The annual rent from *Stagecoach* is all paid and up to date.  
The Minutes were then agreed and signed as correct.

Minutes of the Wind Turbine Meeting held on 27<sup>th</sup> October 2009 were amended on:-

**Item 1** – She extended her welcome to Mike Tyce, as the representative of the CPRE – *Campaign* for the Protection of Rural England, and to Tom Brinicombe (TB), from Partnerships for Renewables, the Carbon Trust Enterprise who has been assigned by Oxford City Council to investigate the potential for this turbine.

**Item 4 – (Steve Turnbull)** - Would it not be possible to look at *siting* a smaller height turbine on the top of Shotover hill?

**Item 5 – (Ali Akhtar)** - The overall height of this structure (over 3 times the height of *Carfax Tower*) will be very intrusive.

The Minutes were then agreed and signed as correct.

**205/09 MATTERS ARISING – (Minutes from the Parish Council Meeting held on 6<sup>th</sup> October 2009)**

**189/09 Reports/Updates – VHMC** – Mr Dobson reported that the prices for new locks in the village hall are approximately the same as he reported at the last meeting, varying between £240.00 and £1,000.00, depending on the system chosen). Mr Dobson stated that the Parish Council needs to decide how much they are willing to pay for locks before a system can be chosen and decide how many key holders there is going to be. Mr Dobson will obtain more information on the options available and circulate details to Councillors before the next meeting.

**MATTERS ARISING – (Minutes from the Wind Turbine Meeting held on 27<sup>th</sup> October 2009)**

Following the two presentations made by Mr Tyce CPRE and Mr Brinicombe PFR Mr Horsley drafted and circulated a letter to be sent to the Chief Executive of Oxford City Council and to PFR. Councillors recommended that a few minor alterations be made and then agreed that the letter be sent. It was agreed that Mr Horsley will make the amendments and then the Clerk will send the letter to the Chief Executive of Oxford City Council, PFR, Mr Sprayson - OCC, Mr Newman - OCC, Mr Tyce – CPRE, Oxford Preservation Trust, OGBN, Mr J Howell – Local MP, Garsington Parish Council, Ms Elizabeth

Gillespie, Shotover Preservation Society, Rover Sports & Social Club, Mr R Little, Mrs Purse – County Councillor, Mrs Carr – District Councillor and Mr Hodgson – District Councillor.

**206/09 MR ED MURRAY – Premises Licence for the new Brewery.**

The Clerk circulated the Operating Schedule to all Councillors from Mr Ed Murray. Councillors have no objections to the Application for Premises Licence.

**207/09 PLANNING APPLICATIONS.**

**P09/W1043 24 Manor Drive, Horspath (Other)**  
Demolish existing garage and erect new garage and single storey side extension.  
**Councillors recommended approval. (in Favour – 6, Against – 1, Abstention – 1).**

**PLANNING PERMISSIONS/REFUSALS/APPEALS.**

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

**208/09 COUNTY & DISTRICT COUNCILLORS**

**Mrs A Purse – County Councillor** – Mrs Purse reported that following another accident, Oxfordshire County Council and the Police are now looking into the number of accidents along Cuddesdon Road. Mrs Purse stated that a large number of the accidents that have occurred have happened at night time. The general view is that something has to be done along this road. Mr Morton has stated that he would like the chicane outside of his property removed. Mr Horsley stated that it was the residents of Cuddesdon Road that requested that the chicane be installed to reduce the speed of the cars. Mr Horsley also stated that if the Police and OCC are minded to remove the chicane, then the Parish Council would want a speed camera installed in its place. Mrs Purse will also ask Mr Peter Ronald OCC Highways Dept for his opinion, and liaise with OCC and Mrs Woodcock and report back at the next meeting. Mrs Purse commented that she will be liaising with Mr Peter Ronald OCC about the number of learner drivers using the village whilst on lessons and tests as they are causing a danger. Mrs Purse will also write to the Oxford Driving Test Centre and ask them to remove Horspath from their test route. Mrs Purse reported that a group of volunteers will be arranging a meeting to discuss the noise coming from the A40.

**Mrs J Carr – District Councillor** – Mrs Carr reported that the new waste collection scheme has now settled down. Unfortunately smaller bins will not be purchased as there is very little price difference therefore the cost cannot be justified.

Mrs Carr confirmed that SODC & VWHDC will be merging their middle management team to save costs. Staff consultation finishes on 13<sup>th</sup> November 2009.

Mrs Carr reported that she is in favour of keeping bus tokens rather than bus passes.

Ms Gray asked Mrs Carr if Wheatley Parish Council is going ahead with another phase of affordable housing. Mrs Carr confirmed that a site has been identified but no further forward at the moment.

**209/09 CLERK'S UPDATE.**

**Burial Ground** – Letters to next of kin will be sent after the Burial Ground rules have been reviewed.

**Parish Council Accounts 2009/10** – The Clerk circulated an up to date copy of the accounts to date as the Precept will need to be considered at the next meeting.

**Vehicle Registration Certificate** – The certificate for the small holder tractor has now been received.

**Internal/External Audit Reports** – Both audits have now been completed and the recommendations have been considered, apart from:- Fidelity Guarantee – currently set at £15,000.00 and costs £39.00 +tax. If it was increased to £50,000.00 the cost would be an additional £95.55 +tax and for £60,000.00 it would be an additional £122.85 +tax. Councillors agreed that their current Fidelity Guarantee in place is considered adequate, therefore, no increase will be made.

The Clerk has raised a cheque for back pay on her salary as no increase has been received since April 2007.

**Village Hall** – The Building Inspector has issued the Building Certificate for the works carried out in the Village Hall.

#### **210/09 REPORTS/UPDATES.**

**Wildlife Conservation Area** – Volunteers have continued to cut back overgrown areas. A group of volunteers will cut the Bowley Field. There are two very large Ash trees that are overhanging into a property in Butts Road that will need to be removed. There are also more trees by the bat tunnel that need attention. Mr Harris to get three quotes to carry out the necessary work. Ms Gray commented that there are more trees in the conservation area near to her property that also need attention.

**South East Plan** – As the South East Plan is being challenged the Examination in Public has now been suspended. A new Inspector has now been appointed as the previous one has now retired.

**HVSA** – A meeting has recently taken place. A request has been received to convert the end of the Scout Hut into changing rooms. (More details to follow at a later date). Mrs Woodcock has requested a business plan from the men's & boys' football clubs. Horspath Youth Football Club is very active and is submitting relevant paperwork for accreditation. .

**VHMC** – Mrs Woodcock reported that she has received a questionnaire from the Kennel Club asking for details of the facilities that are on offer. It was agreed that the questionnaire will be passed to the VHMC.

#### **211/09 REVIEW OF INTERNAL AUDIT.**

Councillors agreed to review the Internal Audit, which will be carried out when the new auditor is appointed.

#### **212/09 PLAY AREA UPDATE.**

At the HVSA meeting it was decided that the piece of land behind the Cycle Speedway would be most suitable for the play area to be sited. Ms Gray commented that this particular piece of land is less visible than the original site. Mr Harris requested that Mrs Julian provide an outline plan including dimensions of the proposed play area as there is an area with goal posts used for casual football that is maintained by the Cricket Club. Councillors offered their support to Mrs Julian with this project and agreed that subject to the approval of the outline plan for the play area this project can go ahead. Mrs Woodcock commented that the Cricket Club would also like to see the plan. Mr Harris commented that the Parish Council will need to make provisions for daily safety checks to be carried out at the new play areas.

#### **213/09 REVIEW OF BURIAL GROUND RULES.**

Councillors agreed to postpone reviewing the rules until January 2010 when the new fees for burials etc will be available. Letters to next of kin will also be postponed until January 2010. Mr Harris confirmed that there is already a contract in place that is given to the next of kin when arranging the funeral. Mrs Woodcock stated that there has recently been a situation where ashes have been added to existing ashes and no additional fee has been paid. The initial cost for the interment of ashes is £100.00 but there is no charge in place to add to the ashes. The Church would normally charge £36.00.

#### **214/09 BURIAL GROUND DRAINAGE**

Mr Turnbull asked if it was possible to connect drains from the Burial Ground into the current drains. Mr Harris stated that he thinks that the proposed drain scheme for the Cricket Pitch will be inadequate to incorporate the drainage for the Burial Ground. Mr Harris will keep Mr Turnbull informed about the drain proposals.

## 215/09 UPDATE ON VILLAGE HALL – NEW BOILER & HEATING SYSTEM

### - Letter from Thames Water

It was agreed that Mr Turnbull will arrange for a plumber to come in and make the necessary repairs to comply with the letter from Thames Water.

With regards to the boiler, Mr Henderson recommended that we seek advice on whether the boiler can last the next 12 months and then depending on the advice given further options should be looked into. Mr Henderson stated that the Parish Council should be working with the VHMC to overcome this problem and suggested that the Parish Council merge with the VHMC and form a sub-committee for the Village Hall. It was agreed that Mr Turnbull will ask the plumber who will carry out the necessary pipe work repairs for advice on the boiler and find out why the radiators are not working.

## 216/09 CORRESPONDENCE.

- a. ORCC - Extraordinary General Meeting & adjourned Annual General Meeting. – (Circulated via email).
  - b. SODC – Relets and Resales at Horspath Exception Sites. – (Circulated via email). – **It was agreed that the Clerk will invite Ms Anna Kennedy and the new Housing Officer at SODC to the next meeting to discuss the allocation process.**
  - c. SODC – Consultation BT’s Adopt a Kiosk Scheme. – (Circulated via email).
  - d. SODC – Presentation on Introducing Renewable Energy in Village Halls & Community Buildings. – (Circulated via email).
  - e. OGBN – AGM on 11.11.09. (Circulated via email).
  - f. Wheatley Parish Council – Newsletter October/November 2009.\*
  - g. Nats – TCN Update. – **Noted.**
  - h. South & Vale Carers – Donation Request – **No donation will be made on this occasion.**
  - i. Wheatley Park School – Programme of Prize Giving Awards.\*
  - j. SODC – Consultation BT’s “Adopt a Kiosk” Scheme. – (Circulated via email).
  - k. Littlethorpe of Leicester – Bus Shelter Leaflet.\*
  - l. NHS Oxfordshire – Newsletter 2009.\*
  - m. Open Spaces – Autumn Newsletter.\*
  - n. OPFA – Autumn Newsletter. – (Passed to Mrs Julian).
  - o. OCC – Oxfordshire Road Casualty Report 2008.\*
  - p. OCC Highways – Tree works scheduled from Wheatley to the Thornhill Park & Ride.\*
- \* original held by the Clerk, copy available on request.  
# displayed on Village Hall & village noticeboards*

## 217/09 PAYMENTS.

Chq	To Whom Paid	Details	Vat	Total £
1940	Mr R Hamlet	Replacing exit doors in Village Hall	438.00	3358.00
1941	Southern Electric	Power to Scout Hut	2.79	21.89
1942	Mrs H Kogel	Salary Backpay from April 2008 to date		183.64
1943	Mrs H Kogel	Photocopying		22.10
1944	Mr M Harris	Smoke Detectors for Village Hall	16.42	125.92
		Conservation Area	1.82	13.98
		Padlock for Village Hall Gate	5.40	41.40
		New tyre for smallholder tractor	7.50	57.50
		<b>TOTAL</b>	<b>£471.93</b>	<b>£3824.43</b>

## 218/09 RECEIPTS

Date	From Who Received	Details	Total £
25.9.09	Stagecoach	Rent for Period 3 (25.9.09 – 25.12.09)	325.00

			<b>£325.00</b>
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**219/09 ANY OTHER BUSINESS**

- a. Mrs Woodcock reported that a car has been abandoned on Parish Council land.  
Mrs Palmer will arrange a date to meet representatives from the Methodist Church.
- b. Mr Turnbull commented that there are a lot of advertisement signs being displayed around the village.  
Mrs Woodcock commented that local advertisements are acceptable.  
Mr Turnbull advised Councillors that services at the John Radcliffe hospital will be dropped as they are £42 million over budget.  
Mr Turnbull commented that Cycle Speedway parking is still an issue that needs to be sorted out.
- c. Mrs Woodcock commented that Horspath Cycle Speedway have just won the Cycle Speedway Triple Championships.

**220/09 DATE OF NEXT MEETINGS.**

Parish Council Planning Meeting – Tuesday 17 November 2009 (To be confirmed)  
Horspath Parish Council Meeting – Tuesday 1 December 2009.