MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 5 AUGUST 2019 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs; Councillors Joanna Barton, Amanda Baxter, David Bunn, Sophie Floate, Mary Groves, Stephen Phipps, Gloria Lester-Stevens, Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillor Christine Heath and nine members of the public.

APOLOGIES: Councillor Leonard Leigh submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Councillor Mike Morris submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Apologies for absence were also received from District Councillors Mike Bishop and Andrew McHugh.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, he asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

94/19 Declarations of Interest – There were no declarations of interest.

95/19 Minutes – Prior to the meeting, the minutes of the meeting held on 16 July 2019 had been circulated to the Parish Council and were taken as read.

<u>Minute Number 83/19 – Planning Application 19/01160/F, Exham House, Bloxham School, Banbury Road,</u> <u>Bloxham</u> - Councillor Stephen Phipps reported that he felt the Parish Council's comment on this application should have stated that 'the Parish Council did not object to the application' and should not have stated that 'the Parish Council supports the application'.

<u>Resolved</u> that the minutes of the meeting held on 16 July 2019 be approved and signed by the Chairman, with the above amendment.

96/19 Matters Arising

<u>Minute Number 80/19 – Matters Arising, Miller Homes Country Park</u> – The Chairman reported that Miller Homes believed that the site was almost complete, however there was a meeting on 14 August 2019 with Tim Screen from Cherwell District Council (CDC) and Geoff Winter from Miller Homes to sign-off a number of items. Councillor Gloria Lester-Stevens would attend on behalf of the Parish Council. **Action GLS**

<u>Minute Number 81/19 – Chairman's Announcements, Proposed SEN School</u> – The application for the proposed SEN School in Bloxham Grove Road had been deferred to CDC's Planning Committee in September 2019, to enable a site visit to be held during term time. In addition, the Parish Council's comments on the Site Options Appraisal had now been loaded onto Cherwell District Council's web site.

97/19 Chairman's Announcements

- Installation of the three new benches The three replacement benches had now been installed and they looked very nice. This was part of the Parish Council's on-going maintenance programme.
- Graffiti in the Village It appeared that the graffiti in the village had now stopped. All instances had been reported to Thames Valley Police.
- Disabled Access to the Circular Walk Following a request from a resident, disabled access to the Circular Walk had been investigated, but unfortunately it was not possible. However Councillor David Bunn had investigated the possibility of increasing the accessibility of the footpath from Greens Garth to Bloxham Grove Road because it was already partly prepared. Councillor Bunn would report back in due course.
 Action DB

- An area of the Circular Walk was possibly overgrown, in a stretch from the rear of Bloxham Recreation Ground to Tadmarton Road. Councillor Nick Rayner volunteered to check whether or not this was indeed an area of the Walk. **Action NR**
- **98/19 Open Forum** A resident reported that vegetation was encroaching onto the footpath on High Street from Little Bridge Road up to Virginia House. The resident was advised that this had been reported to the County Council and their officers would be writing to the residents concerned.

The resident was thanked for addressing the Parish Council.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)

99/19 Reports from County and District Councillors – County Councillor Kieron Mallon had circulated his report prior to the meeting. Councillor Mallon suggested that the highway officers from the County Council, be invited to attend the Parish Council meeting on Monday 2 September 2019 to discuss the possible traffic impact on the infrastructure in the village, following the submission of a number of planning applications and the proposal by Gladman Developments Limited. Action TG

District Councillor Christine Heath reported that with regard to planning application 19/00754/ADV at Croyde, South Newington Road, Bloxham for two illuminated fascia signs, the applicants had now offered to switch the lights off at 8pm. However, the Parish Council felt that because the veterinary surgery was closed at this time, the sign would only be lit for advertising purposes and it did not wish to change its objection to these lights outside opening hours.

Councillor Heath also gave a report on the proposal from Gladman Developments Limited for 95 houses on land in South Newington Road, Bloxham.

Councillors Mallon and Heath were thanked for their reports.

Resolved that the reports be noted.

100/19 Planning

 Gladman Developments Limited, Proposed Planning Application on South Newington Road, Bloxham – The Parish Council considered a request from Gladman Developments Limited for a meeting to enable the Parish Council to be briefed on their proposed development, concerning 95 houses on South Newington Road, Bloxham.

Resolved that:

- 1) the Parish Council will not accept the invitation to meet with Gladman Developments Limited;
- 2) the agreed actions be implemented; and Action SC/NR/TG
- 3) delegated authority be given to the Chairman, Vice-Chairman and Clerk to progress the agreed actions, as necessary. **Action SC/NR/TG**
- ii) Planning Applications
 - 19/01167/F, 95 Courtington Lane Bloxham The Parish Council considered an application for a first floor front extension, new windows and timber cladding and a new front canopy.

Resolved that the Parish Council has no objection to application 19/01167/F. Action TG

• 19/01156/LB, Stone Hill House Stone Hill Bloxham – The Parish Council considered an application for internal alterations, which were the removal of an internal wall and associated alterations.

<u>Resolved</u> that the Parish Council has no objection to application 19/01156/LB, subject to agreement by the Conservation Officer. **Action TG**

iii) Local Transport and Connectivity Plan – The Parish Council had been invited by the County Council to make comments on the Local Transport and Connectivity Plan.

<u>Resolved</u> that the public transport links from Bloxham to Oxford should be improved, with a direct link to the John Radcliffe Hospital. Action TG

101/19 Environment/Village Matters

i) Consultation A361 Toucan Crossing & Shared Use Cycle Path – Prior to the meeting the County Council's consultation document had been circulated and the Parish Council was invited to make comments on it.

Resolved that:

- 1) the proposal to introduce a Toucan Crossing on the A361 and a shared use cycle path be supported; and
- a request be made to the County Council that the works to the Toucan Crossing be considered as part of the overall highway works relating to the planning application 19/00617/F for the SEN School in Bloxham Grove Road. Action TG
- ii) Drop-in and Chat Prior to the meeting, a report of the Drop-In and Chat session held on 13 July 2019 had been circulated to the Parish Council.

Resolved that:

- 1) the report be noted; and
- 2) the missing posts in Winters Way be checked and then contact be made with the relevant land owner to replace them. **Action SF/TG**
- iii) Relocation of Village Planters The Parish Council discussed the relocation of the village planters, currently located on the A361 by Ells Lane/Bloxham Grove Road because the County Council was completing works on the A361 and there would no longer be room for them in their current location.

Resolved that:

- 1) the planters to stay in in their current location until it is clear what works will be carried out to the A361; and **Action TG**
- 2) the Parish Council would like the planters to stay on the A361 at the entrance to the village and it be requested that when the 30mph limit is moved further out (in the direction of Banbury), the planters be relocated to that boundary. **Action TG**
- iv) Scarecrow Festival The Chairman suggested to Councillor Amanda Baxter that this item could be deferred to enable the Festival to be coordinated with the Bloxham Fun Day 2020.

<u>Resolved</u> that this item be deferred to early 2020 so it can be coordinated with Bloxham Fun Day. Action TG/AB

102/19 Parish Council Matters

i) Parish Council Vacancy – There had not been any applications for co-option onto the Parish Council.

Resolved that the vacancy continues to be advertised. Action TG

ii) Reports from Parish Council Representatives – There were no reports.

Resolved that the report be noted.

iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

<u>Resolved</u> that the report be noted.

103/19 Finance

i) Accounts for Payment and Bank Reconciliation - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 5 August 2019.

Resolved that the bank reconciliation be noted and the following accounts for payment be approved;

Payments	Amount	Cheque No.
T Goss – Salary for August 2019	£933.30	1572
T Goss – Expenses for August 2019	£71.04	1572
HMRC – Payment for August 2019	£327.54	1573
OCC Pension Fund – Clerks' Salary for August 2019	£380.29	1574
W Page – Works at the Ex-Servicemen's Hall	£9,120.00	1575
Bouygues E & S Infrastructure Ltd – Infrastructure for Christmas Lights	£3,346.75	1576
Came & Company – Insurance for works at Jubilee Hall	£84.00	1577
SJ Aplin Playgrounds Ltd – Works to see-saw in Jubilee Park	£342.00	1578
NR Prickett – Grass Cutting for July 2019	£774.00	1579
Bloxham Mill Ltd – Room Hire	£18.00	1580
Medisave UK Ltd – Defibrillator	£1664.95	1581

ii) Section 106 Project, Jubilee Hall – Prior to the meeting, Councillor Stephen Phipps had circulated a report, relating to the new kitchen and canopies at Jubilee Hall.

The Clerk also gave an update on the legal advice which had been received relating to the Trustees who were named on the Jubilee Park lease.

Resolved that:

- 1) it be noted that Cherwell District Council has agreed in principle to release Section 106 funds for the kitchen and canopies;
- 2) the quote from Magnet for the kitchen at Jubilee Hall for £8131.74 be approved;
- 3) the quotes for the canopies, cooker, water boiler and electric fly catcher be submitted to the next meeting of the Parish Council; **Action SP**
- 4) Councillor Stephen Phipps be authorised to open a Magnet account in the name of the Parish Council because this may secure further discounts and full payment does not have to be made before the installation; and **Action SP**
- 5) the legal advice relating to the changes to the lease between the Parish Council and the Jubilee Park Management Committee be noted and further legal advice be obtained, if necessary. **Action TG**
- **104/19 Correspondence** A letter had been received from a resident in Brookside Way highlighting that the proposed development by Gladman Developments Limited in South Newington Road, would destroy a medieval ridge and furrow field. The Parish Council noted the contents of the letter and would take it into consideration when making comments on any forthcoming planning application.

105/19 Meeting Dates

<u>Resolved</u> that it be noted that, future meeting dates for Bloxham Parish Council are as stated below. They would all commence at 7.30pm (unless stated otherwise) in St Mary's Parish Rooms, Bloxham, and reference should be made to the agenda prior to the meeting:

- 2 Sept 2019
- 17 Sept 2019
- 7 Oct 2019
- 16 Oct 2019
- 4 Nov 2019
- 19 Nov 2019
- 2 Dec 2019 (Only one meeting in December 2019)

106/19 Items for Future Agendas

- Scarecrow Festival
- Quotes for the canopies, cooker, water boiler and electric fly catcher at Jubilee Hall

(The meeting ended at 9.45pm)

Chairman - 2 September 2019