

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 2 JULY 2018 AT 7.30PM

PRESENT: Chairman, Councillor Jenny Yates; Councillors Joanna Barton, Amanda Baxter, Steve Craggs, Mary Groves and Sue Slater.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillors Christine Heath and Mike Bishop and one member of the public.

APOLOGIES: Parish Councillor Mike Hawtin submitted his apologies because he had another appointment, the apology was accepted and the absence authorised.

Parish Councillor Leonard Leigh submitted his apologies because he was on holiday, the apology was accepted and the absence authorised.

Parish Councillor Gloria Lester-Stevens submitted her apologies because she was ill, the apology was accepted and the absence authorised.

Parish Councillor Stephen Phipps submitted his apologies because he was on holiday, the apology was accepted and the absence authorised.

Parish Councillor Nick Rayner submitted his apologies because he was on holiday, the apology was accepted and the absence authorised.

District Councillor Andrew McHugh also submitted his apologies.

Parish Councillor David Bunn was not present.

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

30/18 DECLARATIONS OF INTEREST – There were no declarations of interest.

31/18 MINUTES - The minutes of the meeting held on 4 June 2018 were taken as read and duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 4 June 2018 be approved.

32/18 MATTERS ARISING

Minute Number 22/18 Open Forum – The Chairman reported that the markers had been provided for the Water Lane bridleway and Bloxham School would install them on the wall.

33/18 CHAIRMAN'S ANNOUNCEMENTS

- Report on Cherwell District Council's Parish Liaison Meeting held on 20 June 2018 – The Chairman reported that information from the Parish Liaison Meeting had been circulated and the meeting was also available to view on CDC's web site. At the meeting, the Chairman had highlighted issues with enforcement and Adrian Colwell would be looking into these issues further.
- Silent Soldier – The Chairman reported that the Royal British Legion were continuing to pursue the purchase of the Silent Soldier.

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- Locality Funding – This funding was available via County Councillor Kieron Mallon and he would provide more details later in the meeting.
- Section 106 Funds - Carmen Guard had contacted the Parish Council to make a request that if there were any further Section 106 funds available, then Ellen Hinde Hall would like to be considered again. They were currently applying for grant funding from other organisations to assist with the projects at the Hall.
- The Slade Open Event was being held on Sunday 15 July from 2.00-4.00pm and volunteers were required to marshal the cars into the Recreation Ground.

34/18 OPEN FORUM – John Wyatt addressed the Parish Council and thanked all those who had supported him during the process for his recent planning application. He was grateful to those who acted with responsibility, but felt very strongly that members of the Parish Council should not be abused whilst undertaking their role in Local Government. Mr Wyatt would like to draw a line under the recent events and he offered to continue to support the Parish Council.

Mr Wyatt also asked if he could tend to the trees which he had donated to the village as they were struggling in the hot weather. This was referred to the Environment Committee to action. **Action TG**

35/18 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council.

District Councillor Christine Heath updated the Parish Council on the planning application for the Esso garage on the A361. There were currently two applications which were being considered, one was for the totem and the other for the lighting.

Planning officers were currently negotiating with the applicants with regard to the totem and Councillor Heath had already called-in this application to ensure that it was considered by CDC's Planning Committee. This would possibly be discussed at the July meeting of the Committee.

Councillor Heath highlighted issues with the lighting application because the demonstrations did not show any light spill, which was not realistic of the effects of the lighting. She felt that a full lighting survey was required by an independent expert and it should be assessed by Environmental Health officers too. This application would possibly be discussed at the August meeting of the Committee.

It was also discussed and agreed that an email should be sent to Cherwell District Council's Chief Executive, the Leader of the Council Barry Wood and Adrian Colwell outlining the impact of the 24 hour licence and the planning applications at the Esso garage because there was no communication between the Licensing and Planning departments at Cherwell District Council. **Action JY/TG**

A request would also be made for the Licensing Committee to review the decision to approve a 24 hour licence for the sale of alcohol at the Esso garage. **Action JY/TG**

Resolved that the reports be noted.

36/18 PLANNING

- i) Planning Items (not covered within the minutes of the Planning & Strategy Committee meeting held on 12 June 2018) – Councillor Sue Slater, Chairman of the Committee reported that comments on the Construction Traffic Management Plan for the Warriner School needed to be submitted to the County Council by 3 July 2018. The Plan had not been available at the last meeting of the Planning & Strategy Committee.

Resolved that the report be noted and comments on the Construction Traffic Management Plan for the Warriner School be submitted to Oxfordshire County Council. **Action TG/SS**

37/18 VILLAGE MATTERS

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- i) Bloxham Fun Day, Saturday 9 June 2018 – Councillor Mary Groves reported on the success of the Fun Day and everyone involved wished to stay on the Committee and build upon the success for next years' event. The Committee thanked the Parish Council for its financial report and Councillor Groves also thanked the Mid-Counties Co-op for all their support and the volunteers.

The Parish Council thanked the Committee for all their hard work on the event.

Resolved that the report be noted.

- ii) Annual Parish Meeting 2018 – The Chairman highlighted all of the time and effort which had gone into the presentation for the meeting this year, however the projector at the Warriner School had failed and the information wasn't then referred to during the meeting.

The Chairman suggested that rather than having a presentation, a speaker be invited to talk about issues which affected the village and the Chairman could then give a verbal report on the work of the Parish Council, for the previous 12 months.

It was also felt that Jubilee Hall was a far more suitable venue for the meeting, than the lecture theatre at Warriner School.

Resolved that further consideration be given to a speaker for the Annual Parish Meeting for 2019 and this be discussed later in the year. **Action TG**

38/18 PARISH COUNCIL MATTERS

- i) Committee Minutes and Recommendations.

- **Environment Committee** – Prior to the meeting, the minutes of the meeting held on 7 June 2018 had been circulated to the Parish Council.

Councillor Steve Craggs gave an update on the progress of the Christmas lights project and he was in communication with Amey with regard to different solutions for gaining power on the green, by the War Memorial, to light the Christmas tree.

Resolved that the minutes be noted and approved.

- **Resources Committee** – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting was scheduled for 5 July 2018 at 12.30pm at Bloxham Mill.
- **Planning & Strategy Committee** – Prior to the meeting, the draft minutes of the Planning & Strategy Committee meeting held on 12 June 2018 had been circulated to the Parish Council. The next meeting was scheduled for 10 July 2018 at 7.30pm.

Resolved that the minutes be noted.

- **Staffing Committee** – There had not been a meeting of the Committee since the last meeting of the Parish Council.

- ii) Drop-In and Chat – The last session had been held on Saturday 9 June 2018 at Bloxham Fun Day. Issues which had been raised related to the planning application at Chequer Tree Farm, parking in the village and the new footpath opposite the Primary School, by the Miller Homes site on Tadmerton Road.

The next session was on Saturday 14 July 2018 at the Ex-Servicemen's Hall.

Resolved that the report be noted.

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39/18 FINANCE

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment.

Resolved that the following accounts for payment be approved:

Payments	Amount	Cheque No.
Theresa Goss – Salary for July 2018		
Theresa Goss – Expenses for July 2018		
Olivia Williams – Salary for June 2018 & 2017/2018 holiday pay		
HMRC – Payment for July 2018		
OCC Pension Fund – July 2018 payment		
Cherwell District Council – Building Control Fees for the Ex-Servicemen’s Hall project	£840.00	1374
Green Scythe Ltd – Grass cutting for Jubilee Park for May 2018	£381.00	1375
Glasdon UK – New Dog Waste Bin for Courtington Lane	£333.85	1376
Cherwell District Council – Election fees	£39.00	1377
Information Commissioner – Data protection Registration Fee	£40.00	1378
Adderbury Parish Council – Use of laptop and printer	£30.00	1379
Adderbury Parish Council – SLCC Membership	£46.25	1379
NR Prickett – Grass Cutting for June 201	£1218.00	1380

- ii) Bank Reconciliation– Prior to the meeting, the bank reconciliation as at 2 July 2018, had been circulated to the Parish Council.

Resolved that the bank reconciliation as at 2 July 2018 be noted.

- iii) Cherwell District Council’s Community Infrastructure Capital Grant Fund – Prior to the meeting, information on the CDC’s Community Infrastructure Fund had been circulated to the Parish Council.

The Chairman gave an overview of the criteria for the Fund and a meeting for village organisations and CDC officers to attend, would be facilitated by the Parish Council.

Resolved that a meeting for village organisations and CDC officers to attend, be facilitated by the Parish Council. **Action TG**

- iv) Section 106 Funds

- a) The Parish Council received an update on the following issues:

- Jubilee Hall – There was no further update on the tenders, however, Cherwell District Council had agreed to lower the price for the building regulations.
- Ex-Serviceman’s Hall – The Chairman confirmed that the building regulation costs were included in original request for funding. However Cherwell District Council had agreed to reduce these costs by £250. It was also confirmed that the cost of the roof replacement would be met by the Ex-Servicemen’s Hall.
- Phase 2 of Play Equipment Projects – Prior to the meeting, quotes for phase two of the play equipment project had been circulated to the Parish Council. The total cost was now £38,434.80 and the shortfall, which could not be covered by Section 106 funds, was £1934.80. There had also been a request for a £1500 contingency fund and as this should be applied to

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both play areas, a further £3000 was required. Therefore the total amount required was £4934.80.

- Legal agreements for all of the projects – The work on the legal agreements was still on-going.

Resolved that:

- 1) the reports be noted;
- 2) the shortfall of £1934.80 on the play equipment projects be funded by New Homes Bonus; and
- 3) the contingency fund of £3000 (£1500 for both Jubilee Park and Bloxham Recreation Ground) be funded by New Homes Bonus, unless funds can be found from Community Infrastructure funds. **Action TG**

Action TG

- v) Locality Funding – County Councillor Kieron Mallon reported that any applications for the Locality Funding had to be supported by him before the application could be submitted and approved by the County Council.

Resolved that the report be noted and the fund be highlighted to groups in the village. **Action TG**

40/18 CORRESPONDENCE – The Chairman reported that the Parish Council had received a request for a new street light on Brickle Lane, which had been refused by the County Council due to a lack of funds. However the Parish Council had not budgeted for this expenditure and did not have the necessary funds either, therefore this request could not be supported. **Action TG**

41/18 PUBLIC AND PRESS

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 42/18 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

42/18 LAND IN GASCOIGNE WAY – The Chairman reported that Kibswell Homes had agreed to transfer an area of land in Gascoigne way to the Parish Council, but they had inserted overage provisions. This provided that if within 20 years from the date of completion, any planning permission for development (which was defined as any use other than open space) was obtained, then the Parish Council must pay to Kibswell Homes the full market value of the land with the benefit of the planning permission at that time.

Resolved that the agreed action be approved. **Action JY/TG**

43/18 MEETING DATES

Resolved 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:

- 6 August 2018
- 3 September 2018
- 1 October 2018
- 5 November 2018
- 3 December 2018

(The meeting ended at 9.15pm)

Chairman – 6 August 2018

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