

# BLOXHAM PARISH COUNCIL

MONDAY 13 MAY 2019

Clerk & Responsible Financial Officer  
Theresa Goss  
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7 May 2019

Dear Councillor,

The Annual Meeting of the Parish Council will be held on **Monday 13 May 2019 at 7.30pm** in **St Mary's Parish Rooms, Bloxham**, to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Christine Heath, Mike Bishop and Andrew McHugh and County Councillor Kieron Mallon are also invited to attend.

T.Goss  
Clerk to the Parish Council

## A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting. **7:30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting. **7:30pm**  
*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*
3. **Appointment of Chairman for 2019/2020** – To appoint a Chairman for 2019/2020. **7:30pm – 7:35pm**
4. **Appointment of Vice-Chairman for 2019/2020** - To appoint a Vice-Chairman for 2019/2020. **7:35pm – 7:40pm**
5. **Declarations of Interest** –
  - (a) *To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*
  - (b) *To consider any Dispensation Requests received by the Parish Clerk and not previously considered.*

**Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.**  
**7:40pm – 7:45pm**
6. **Minutes** - To confirm the minutes of the meetings held on 17 April 2019. **(Attached)**  
**7:45pm – 7:50pm**
7. **Matters Arising** - To discuss any issues arising from the minutes of 17 April 2019. **7:50pm – 8:00pm**

8. **Chairman's Announcements**  
**8:00pm – 8:10pm**
9. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.  
**8:10pm – 8:20pm**
10. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.  
**8:20pm – 8:30pm**
11. **Planning**
- i) Proposed SEND Academy, Options Appraisal - To approve comments on the Site Options Appraisal for the proposed SEND Academy in Bloxham Grove Road, Bloxham. **(Previously circulated)**
- ii) Planning Application - To consider the following planning applications:
- 19/00617/F, Land to The East of The Warriner School, Bloxham Grove Road, Bloxham - Part 2-storey, part 1-storey Special Education Needs (SEN) school with new access from Bloxham Grove Road, associated outdoor play areas, multi-use games area, staff parking, pupil drop-off and landscaping.
  - 19/00662/F, Meadow House, Barford Road, Bloxham - Demolition of existing conservatory for replacement with single storey rear extension.
  - 19/00572/F, (Netherby) Fawn House, The Ridgeway, Bloxham – Demolition of pre-cast garage. Erection of single storey side and rear extension.
  - 19/00314/F, Brickhouse Farm Bloxham Road Milton - Change of use of existing commercial agricultural buildings to commercial for general purpose storage and light Industrial use.
  - R3.0040/19 - Installation of a relocatable building, comprising four classrooms, for a period of two years, construction of a parking area for 20 cars and details pursuant to condition 4 (Travel Plan) of planning permission ( 18/00852/OCC) at The Warriner School, Banbury Road, Bloxham, Oxfordshire, OX15 4LJ
- Plans can be viewed at <https://www.cherwell.gov.uk/info/115/planning/443/see-or-comment-on-a-planning-application23as>
- iii) Bloxham Neighbourhood Development Plan (BNDP) Working Group – To discuss proposals from the Working Group on the BNDP. **(Report to follow)**  
**8:30pm – 8:50pm**
12. **Environment/Village Matters**
- i) Emergency Planning Working Group – To consider a draft Emergency Plan. **(Report to follow)**
- ii) Bloxham Fun Day 2019 – To receive a report on Bloxham Fun Day being held on 8 June 2019. **(Report to follow)**
- iii) Dog Fouling/Dogs on Leads on Footpaths in Bloxham – To discuss the issue of dog waste not being collected and dogs being kept under control along the Circular Walk, Public Rights of Way and Permissive Footpaths in the village, following a meeting held on 24 April 2019. **(Report to follow)**

- iv) Parking Around the Primary School – To consider a request from a resident for two more signs to encourage drivers to park safely and considerately around Bloxham Primary School. **(Report to follow)**

**8:50pm – 9:00pm**

**13. Parish Council Matters**

- i) Staffing Committee Membership & Terms of Reference, Responsibilities and Appointments to Outside Bodies – To approve the terms of reference and membership of the Staffing Committee and appoint the Parish Council representatives on other bodies. **(Information in Drop Box)**
- ii) Parish Council Representatives - To receive reports from the Parish Council's Representative on other bodies.
- CPRE – Report from the AGM and Committee Meeting.
- iii) Drop-In and Chat – Report from the session held on 11 May 2019 has been saved in Drop Box for Councillors.
- iv) Councillors Training Courses – The following training courses are available to Councillors:

Date	Subject	Half/full day	location
Wednesday June 19 <sup>th</sup>	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Saturday 6 <sup>th</sup> July	Roles and Responsibilities for new councillors and clerks	Full day note 9.30am start	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday July 17 <sup>th</sup>	Chairmanship skills	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday September 18 <sup>th</sup>	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 <sup>nd</sup>	Budgeting and financial management for councillors	Half/ morning	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	VAT for clerks (and councillors)	Half/ afternoon	

**9:00 – 9:10pm**

**14. Financial Matters**

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(To follow)**
- ii) Section 106 Funds - To receive an update on the progress with the following projects:
- Jubilee Hall; and
  - Ex-Serviceman's Hall.

**9:10pm – 9:20pm**

15. **Correspondence** - Items of correspondence will be circulated to members. **9:20pm**

16. **Public and Press** - To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 17 on the grounds that it could involve the likely disclosure of private and confidential information. **9:20pm**

17. **Section 106 Project at Bloxham Recreation Ground** - To receive a report on a proposal for a new project at Bloxham Recreation Ground.  
**9:20pm - 9:30pm**

18. **Meeting Dates** - Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.30pm in St Mary's Parish Rooms, Bloxham, unless stated otherwise:

- 21 May 2019
- 3 June 2019
- 19 June 2019
- 1 Jul 2019
- 16 July 2019
- 5 August 2019
- 21 August 2019
- 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)

**9:30pm**

19. **Items for the Next Agenda/Items of Information 9:30pm**

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety and Human Rights.

**Parish Council 'Drop-in and Chat' Sessions are usually held on second Saturday of the month, at the Ex-Serviceman's Hall from 10.30am to 11.30am. Residents are invited along to meet their Parish Councillors and discuss any items affecting the village.**

**Next Sessions:** Saturday 8 June 2019 at **Bloxham Funday, Jubilee Park, Bloxham**

All reports and minutes are available on the Parish Council website

[www.bloxhamparishcouncil.co.uk](http://www.bloxhamparishcouncil.co.uk)