

BLOXHAM PARISH COUNCIL

TUESDAY 17 MARCH 2020

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
Banbury, OX17 2GD

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9 March 2020

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 17 March 2020 at 7.30pm** at **St Mary's Parish Rooms, High Street, 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/Recording of Meetings** – To welcome Councillors and the public to the meeting and advise on the procedure for the recording of meetings.
7:30pm

2. **Apologies for absence** - To receive any apologies for absence from the meeting.

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.

7:30pm

3. **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.

7:30pm – 7:35pm

4. **Minutes** - To confirm the minutes of the meetings held on 2 March 2020. **(Attached)**
8:00pm - 8:05pm

5. **Matters Arising** - To discuss any issues arising from the minutes of 2 March 2020
8:05pm – 8:10pm

7. **Chairman's Announcements**
8:10pm – 8:15pm

8. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.
8:15pm – 8:25pm

9. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.
8:25pm – 8:35pm

10. **Planning**

- i) Planning Applications - To consider the following planning applications: None.
- ii) Bloxham Conservation Area Re-Appraisal – To discuss and make comments on the consultation document and Article 4 of the Town and Country Planning (General Permitted Development) Order 1995.

Plans can be viewed at <https://www.cherwell.gov.uk/info/115/planning/443/see-or-comment-on-a-planning-application23as>

8:35pm – 8:50pm

11. **Environment/Village Matters**

- i) Oxfordshire County Council's Fix My Street Super Users – To discuss the County Council's Fix My Street Super User initiative. **(Information previously circulated)**
- ii) Bloxham Annual Parish Meeting – To discuss the Annual Parish Meeting being held on Thursday 16 April 2020.
- iii) The Big Charity Football Match – To discuss supporting this event being held in the village on 8 May 2020, raising money and awareness for MIND. **(Report to follow)**
- iv) Street Lighting in Barford Road – To discuss the street lighting in Barford Road. **(Report to follow)**
8:50pm – 9:10pm

12. **Parish Council Matters**

- i) Vacancy – To note that there is a vacancy on the Parish Council following the resignation of Mary Groves. The deadline to call an election is 26 March 2020. If no election is called, the Parish Council can co-opt to the vacancy. Anyone wishing to become a Councillor, should contact the Clerk to the Parish Council for more information.
- ii) Staffing Committee – To note the minutes and decisions of the Staffing Committee meeting held on 12 March 2020. **(Minutes to follow)**
- iii) Drop-In and Chat – To receive a report on the Drop-In and Chat session held on 14 March 2020. **(Report to follow)**
- iv) Parish Council Representatives - To receive reports from the Parish Council's Representatives on other bodies. **(Reports to follow)**
- v) Councillors Training Courses – The following training courses are available to Councillors:

date	subject	Half/full day	trainer	location
Wednesday 18 th March 2020	Roles and Responsibilities for new councillors and	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN

	clerks			
Wednesday 22 nd April	Information Management Social Media	Half/morning Half/afternoon	Elizabeth Howlett and Jo Wills	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday 13 th May	Parks, play areas and equipment, sport & fitness areas	Full day	Streetscape, Came and Co and Fields in Trust	Islip Village Hall, Church Lane, Islip, Kidlington OX5 2TA
Wednesday 3 rd June	Neighbourhood Planning	Full day	Neil Homer	Oak Room, Bloxham Mill Business Centre, Barford Road Bloxham Banbury OX15 4FF
Wednesday 15 th July	Chairmanship skills	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday 9 th September	The Experienced Councillor Chairing and Facilitation skills	Half/morning 10 12 Half/afternoon 1.30 – 3.30pm	Frances Webster, Wellers Hedleys	Oak Room, Bloxham Mill Business Centre, Barford Road Bloxham Banbury OX15 4FF
Wednesday 23 rd September	Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday 21 st October	Finance for councillors Contracts & procurement	Half/ morning Half/ afternoon	Steve Parkinson	Blenheim Room, Begbroke Science Park, Begbroke OX5 1PF
Saturday 7 th November	Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN

9:10pm – 9:15pm

13. Financial Matters

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(Report to follow)**
- ii) VE Day Celebrations, 8 May 2020 - To discuss the Parish Council funding for an event on 8 May 2020.

- iii) Fencing at The Slade – To consider a quote for fencing between The Slade and the Miller Homes Country Park.

9:15pm – 9:20pm

14. **Correspondence** – Items of correspondence will be circulated to members. **9:20pm**
15. **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 items numbered 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information. **9:20pm**
16. **Grass Cutting** – To consider a quote for the grass cutting at Jubilee Park. **(To follow)**
17. **Jubilee Hall, Section 106 Project** - To receive an update on the project.
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:
- 6 April 2020 (Only one meeting in April 2020)
 - 16 April 2020 (Annual Parish Meeting at Warriner School Hall)
 - 4 May 2020
 - 20 May 2020 (At Bloxham Primary School)
 - 1 June 2020
 - 16 June 2020
- 9:30pm**
19. **Items for the Next Agenda/Items of Information**

- Highway Officer to attend a future meeting
- Dog Friendly Stiles
- Play equipment at Bloxham Recreation Ground

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 Session: Saturday 11 April 2020, Councillors Amanda Baxter and Nick Rayner
All reports and minutes are available on the Parish Council website www.bloxhamparishcouncil.co.uk