

# BLOXHAM PARISH COUNCIL

MONDAY 2 DECEMBER 2019

Clerk & Responsible Financial Officer  
Theresa Goss  
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26 November 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 2 December 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/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 19 November 2019. **(Attached)**  
**7:35pm – 7:45pm**

5. **Matters Arising** - To discuss any issues arising from the minutes of 19 November 2019. **7:45pm – 7:55pm**

6. **Chairman's Announcements**

- Traffic Survey had been completed and results were awaited
- Christmas Tree Festival
- Book of Condolence will be stored in the Church Office

7:55pm – 8:00pm

7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.  
8:00pm – 8:10pm

8. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.  
8:10pm – 8:20pm

9. **Planning**

- i) Planning Applications - To consider the following planning applications: None

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

- ii) Road Safety Meeting - To receive a report on the meeting held on 27 November 2019 relating to the A361/Bloxham Grove Road/Ells Lane Junction. **(Report to follow)**

- iii) Bloxham Conservation Area Re-Appraisal Consultation – To make comments on the Re-Appraisal.  
8:20pm – 8:35pm

10. **Environment/Village Matters**

- i) OCC Highways Meeting – To receive a report on a meeting which was held to discuss the clearance of drains and ditches on Tadmarton Road. **(Report to follow)**

- ii) Bloxham Footpath No 21. Modification Order – To discuss and make comments on the modification to footpath 21, which now runs from Queen Street to Green Hills Park. **(Information to follow)**

11. **Parish Council Matters**

- i) Parish Council Representatives - To receive reports from the Parish Council's Representatives on other bodies. **(Reports to follow)**

- ii) Councillors Training Courses – The following training courses are available to Councillors:

date	subject	Half/full day	trainer	location
Wednesday 22 <sup>nd</sup> January 2020	Website Accessibility	Half/morning 10-12.30	Oxon Association for The Blind	Oxfordshire Association for the Blind Bradbury Lodge, Gordon Woodward Way Oxford, OX1 4XL (near Redbridge Park & Ride)
Thursday 23 <sup>rd</sup> January 2020	Planning	6pm – 8pm	CDC Planning Officers	River Cherwell Room, Bodicote House, White Post Road, Bodicote
Thursday 30 <sup>th</sup> January 2020	Parish Meetings	Half/morning 10-12.30	Frances Webster, solicitor	West Oxfordshire District Council Offices, Witney

			Wellers Hedleys	OX28 1NB
Wednesday 5th February 2020	Preparing for End of Year Audit	Half /morning 10-12.30	Steve Parkinson	Blenheim Room, Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	Understanding Internal Audit	Half /afternoon 2-4.30		
Wednesday 12 <sup>th</sup> February 2020	Charity Law	Full day	Roger Taylor	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Monday 24 <sup>th</sup> February 2020	Planning – How local councils fit into the planning system and effective responses to planning applications	Half/ morning	Phil Shaw	West Oxfordshire District Council, Witney, OX28 1NB
Wednesday 18 <sup>th</sup> March 2020	Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN

**8:35pm – 8:40pm**

**12. Financial Matters**

- i) Accounts for Payment & Bank Reconciliation - To approve the accounts for payment. **(Reports to follow)**
- ii) Jubilee Hall, Section 106 Project - To receive an update on the project. **(Report to follow)**
- iii) Parish Council Grants 2020/2021 – To discuss the application from Ellen Hinde Hall and consider additional information. **(Information to follow)**
- iv) Section 106, Community Benefits List – To agree a community benefits list to be submitted with comments on the planning applications. **(Information to follow)**

**8:40pm – 9:00pm**

**13. Correspondence** – Items of correspondence will be circulated to members. **9:00pm**

**14. 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 15 on the grounds that it could involve the likely disclosure of private and confidential information. **9:00pm**

**15. Queen Street Land** – To receive an update on issues relating to the land in Queen Street. **9:00pm - 9:10pm**

**16. 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 January 2020
- 15 January 2020
- 3 February 2020
- 18 February 2020
- 2 March 2020
- 17 March 2020
- 6 April 2020
- 14 April 2020

- 16 April 2020 (Annual Parish Meeting at Warriner School Hall)

**9:10pm**

16. **Items for the Next Agenda/Items of Information**

- Highway Officer to attend a future meeting
- Dog Friendly Stiles
- Kissing Gates on PRow and Permissive Footpaths
- The Slade

**9:10pm**

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 14 December 2019 (Councillors Mary Groves and Steve Craggs)

All reports and minutes are available on the Parish Council website [www.bloxhamparishcouncil.co.uk](http://www.bloxhamparishcouncil.co.uk)