

# BLOXHAM PARISH COUNCIL

MONDAY 3 JUNE 2019

Clerk & Responsible Financial Officer  
Theresa Goss  
3 Tanners Close  
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28 May 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 3 June 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 21 May 2019. **(Attached)**  
**7:35pm – 7:40pm**

5. **Matters Arising** - To discuss any issues arising from the minutes of 21 May 2019. **7:40pm – 7:50pm**

6. **Chairman's Announcements**

7:50pm – 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 Application - To consider the following planning applications:

- 19/00785/F – 67 Tadmarton Road Bloxham, Front porch, single storey rear extension and retrospective single storey dining room extension.

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

8:20pm – 8:25pm

10. **Environment/Village Matters**

i) Community Speed Watch Scheme – To discuss a proposal from surrounding Parish Councils that the PC's all work together on the Community Speed Watch Scheme. **(Report to follow)**

ii) Christmas Lights – To discuss additional Christmas lights for the village. **(Report to follow)**

iii) Good Neighbour Scheme – To receive an update on the Good Neighbour Scheme. **(Report to follow)**

iv) Bloxham Fun Day 2019 – To receive an update on Bloxham Fun Day being held on 8 June 2019 and agree which Councillors will be covering the Parish Council's stand. **(Report to follow)**

v) Footpaths in Bloxham – To discuss issues relating to the public rights of way/permissive paths in the village. **(Report to follow)**

8:25pm – 8:40pm

11. **Parish Council Matters**

i) Parish Council Vacancy – To note that the vacancy for a Parish Councillor is being advertised and that if no election is called by 12 June 2019, the Parish Council can fill the vacancy by co-option.

ii) Parish Council Representatives - To receive reports from the Parish Council's Representatives on other bodies.

iii) Parish Council's and/or Staff Subscriptions to other bodies/Confirmation of Insurance Arrangements – To review the Parish Council's and/or staff subscriptions to other bodies and confirm the insurance arrangements. **(Report to follow)**

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

| Date                               | Subject   | Half/full day           | location  |
|------------------------------------|---|-------------------------|---|
| Wednesday<br>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><br>July   | Roles and Responsibilities for new                        | Full day<br>note 9.30am | Didcot Civic Hall, Britwell Road, Didcot OX11 7JN |

|  |   |                 |   |
|--|---|-----------------|---|
|  | councillors and clerks                                    | start           |   |
| Wednesday<br>July 17 <sup>th</sup>         | Chairmanship skills                                       | Full day        | Didcot Civic Hall, Britwell Road, Didcot OX11 7JN       |
| Wednesday<br>September<br>18 <sup>th</sup> | Roles and Responsibilities for new councillors and clerks | Full day        | Didcot Civic Hall, Britwell Road, Didcot OX11 7JN       |
| Wednesday<br>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 |   |

**8:40pm – 8:55pm**

12. **Financial Matters**

- i) Accounts for Payment - To approve the accounts for payment. **(Report to follow)**
- ii) Section 106 Funds - To receive an update on the progress with the project at Jubilee Hall. **(Report to follow)**
- iii) Internal Audit 2018/2019 – To approve the following documents:
  - Statement of Internal Control 2018/2019; and **(Report to follow)**
  - Review of the Effectiveness of the Internal Audit 2018/2019. **(Report to follow)**

**8:55pm – 9:10pm**

13. **Correspondence** - Items of correspondence will be circulated to members. **9:10pm**

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. **9:10pm**

15. **Queen Street** – To discuss the ownership of land in Queen Street. **(Report to follow)**  
**9:10pm – 9:20pm**

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:

- 18 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)

**9:20pm**

17. **Items for the Next Agenda/Items of Information 9:20pm**

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 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)