

BLOXHAM PARISH COUNCIL

MONDAY 4 MARCH 2019

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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25 February 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 4 March 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. **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 20 February 2019. **(Attached)**
7:35pm – 7:40pm
5. **Matters Arising** - To discuss any issues arising from the minutes of 20 February 2019.
7:40pm – 7:50pm
6. **Chairman's Announcements**
7:50pm – 8:00pm

7. **Open Forum** – Members of the public 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 Matters**
- i) To consider the following planning application:
- 19/00099/Q56, Barn at Wooden Hill Farm, Barford Road, Bloxham – Change of use to convert existing agricultural building into two dwellinghouses.
 - 19/00245/ADV, Motor Fuel Ltd, Bloxham Service Station, South Newington Road, Bloxham – 2 No. externally illuminated fascia signs (Londis)

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

8:20pm – 8:40pm

10. **Environment/Village Matters**

- i) **Community Work** – To discuss an approach by Duncan Weaver, the Chaplain at Bloxham School, to establish whether the Parish Council could assist with community work for up to 80 school children in June 2019. **(Report to follow)**
- ii) **The Slade** – To discuss any matter relating to The Slade. Marie Jones, Warden at The Slade has been invited to attend the meeting. **(Report to follow)**
- iii) **Emergency Planning Working Group** – To receive a progress report from the Emergency Planning Working Group. **(Report to follow)**
- iv) **Walsingham Close Amenity Area** – To receive a progress report on the proposed works to the Walsingham Close Amenity Area. **(Report to follow)**
- v) **Annual Parish Meeting (25 April 2019)** - To discuss the format of the Annual Parish Meeting for 2019. **(Report to follow)**
- vi) **Queen Street** – To discuss the ownership of the land in Queen Street. **(Report to follow)**
8:40pm – 9.00pm

11. **Parish Council Matters**

- i) **Reports from Parish Council Representatives** – To receive reports from the Parish Council's Representative on other bodies including;
- Bloxham Fun Day – Councillor Mary Groves **(Report to follow)**
 - CPRE – Councillor Jenny Yates **(Report to follow)**
- ii) **Councillors Training Courses** – The following training courses are available to Councillors:

Date	Subject	Half/full day	location
Wednesday 13 th March	5. Minutes and agendas; a guide to good practice	Half/ morning	West Oxfordshire District Council OX28 1NB
Thursday March 21 st	6. The Clerks Year, essential tasks on a	Full day	Warwick Hall, Burford OX18 4RY

	month by month basis		
Wednesday April 17th	7. Risk Management for parish councils 8. Strategic Planning. Where is your council going? Thinking more strategically about serving your community	Half/morning Half/afternoon	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday May 15 th	9. Allotment management for parish councils	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday June 19 th	10. Roles and Responsibilities for new councillors and clerks	full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Saturday 6 th July	11. 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 th	12. Chairmanship skills	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday September 18 th	13. Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 nd	14. Budgeting and financial management for councillors 15. VAT for clerks (and councillors)	Half/ morning Half/ afternoon	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF

9:00pm – 9:10pm

12. Financial Matters

- i) Parish Council Web Site – To accept a quote for work to the Parish Council’s web site to ensure it complies with the requirements of the Public Sector Bodies (Websites and Mobile Applications) (No 2) Accessibility Regulations 2018. **(Report to follow)**
- ii) Accounts for Payment and bank reconciliation - To approve the accounts for payment and the bank reconciliation. **(Report to follow)**
- iii) Financial Report for March 2019 – To note the financial report as at 4 March 2019. **(Report to follow)**
- iv) Section 106 Project – To receive a progress report on the project at Jubilee Hall. **(Report to follow)**

9:10pm – 9:20pm

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

14. 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:

- 20 March 2019
- 1 April 2019
- 25 April 2019 (Annual Parish Meeting)

- 13 May 2019
- 10 June 2019
- 1 July 2019

9:20pm

15. Items for Future Agendas/Items of Information

- Defibrillator for the Village
- Section 106 Funding – Project at Bloxham Recreation Ground
- Quotes for a Tree Manager
- Review of two monthly meetings

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 Sessions: Saturday 9 March 2019 (Councillors Stephen Phipps and Jenny Yates) and Saturday 13 April 2019 (Councillors Amanda Baxter and Leonard Leigh)
at the Ex-Servicemen's Hall, Bloxham

All reports and minutes are available on the Parish Council website
www.bloxhamparishcouncil.co.uk