

BLOXHAM PARISH COUNCIL

MONDAY 6 AUGUST 2018

Clerk & Responsible Financial Officer
Theresa Goss
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30 July 2018

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 6 August 2018 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**
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

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 July 2018 (**Attached**)
7:35pm – 7:40pm
5. **Matters Arising** - To discuss any issues arising from the minutes of 2 July 2018.
7:40pm – 7:50pm

6. **Chairman's Announcements**

- Update on Bloxham Service Station
- Section 106 Meeting – Wednesday 22 August 2018 at 7.30pm at Jubilee Hall for New Councillors and any other Councillors who feel this would be beneficial
- Community Infrastructure Fund Meeting – Wednesday 5 September 2018 at 7pm at Jubilee Hall for all Councillors and village organisations interested in receiving more information on the Fund
- Strategic Plan Meeting – Thursday 13 September 2017 at 7.30pm at Godswell Park for all Councillors
- Cherry Tree Centre Meeting – Monday 17 September 2018 at 1.30pm at Bloxham Primary School for the Chairman, Vice-Chairman, Clerk and County Councillor Kieron Mallon
- Oxfordshire County Council's 'Commitment to Thriving Communities' event - Thursday 4 October 2018 at Banbury Town Hall, 1 Bridge Street, Banbury from 6 to 9pm for all Councillors

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** - To discuss any planning items, not covered within the minutes of the Planning Committee (item 10i) including applications 18/01099/F and 18/01144/Q56.

8:20pm – 8:40pm

10. **Parish Council Matters**

i) **Committee Minutes and Recommendations.** If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting

- Environment Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting is scheduled for Monday 24 September 2018 at 7.30pm at Bloxham Primary School.
- Resources Committee – To note the draft minutes of the meeting held on 5 July 2018 and approve the recommendations. The next meeting is scheduled for Thursday 15 November 2018 at 12.30pm.
- Planning & Strategy Committee – To note the draft minutes of the meeting held on 10 July 2018. The next meeting is scheduled for Monday 10 September 2018 at 7.30pm at Bloxham Primary School.
- Staffing Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council

ii) **Parish Council Reports**

- Drop-In and Chat – Report from the Drop-In and Chat held on Saturday 14 July 2018. The next session at the Ex-Servicemen's Hall is being held on Saturday 11 August 2018.

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

- Code of Conduct – Thursday 12 September 2018 at 5pm at Cherwell District Council, Bodicote House, Bodicote, Banbury for all Councillors, especially new Councillors
- Roles & Responsibilities – Wednesday 19 September 2018 at Civic Hall, Britwell Road, Didcot for new and less experienced councillors (full day)
- GDPR, Progress on Implementation – Wednesday 17 October 2018 at Civic Hall, Britwell Road, Didcot for all Councillors (half day)
- Planning, How Town and Parish councils fit into the planning system and how to make

effective responses to planning applications – Thursday 15 November 2018 at Committee Rooms 1 and 2, Woodgreen Office, West Oxfordshire District Council, Witney (half day)

8:40pm – 8:50pm

11. **Finance**

- 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;
 - Ex-Serviceman's Hall;
 - Phase two of the two play equipment projects;
 - the legal agreements for all of the projects; and
 - Proposed use of Section 106 funds for street lighting and a new bench on Barford Road.

8:50pm – 9:00pm

12. **Correspondence** - Items of correspondence will be circulated to members. **9:00pm**

13. **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 14 & 15 on the grounds that it could involve the likely disclosure of private and confidential information. **9:00pm**

14. **Post Installation Inspections/Annual Inspections of Play Equipment** – To approve quotes from John Hicks to (1) complete the post installation inspections once the new play equipment has been installed at Jubilee Park and Bloxham Recreation Ground; and (2) complete the annual play area inspections. **9:00pm – 9:10pm**

15. **Church Scrolls** – To consider a request from the Royal British Legion to cover the cost of the work to the Church Scrolls and consider quotes for the work. **9:05pm – 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:

- 3 September 2018 (**Presentation from Carol MacKay from the Emergency Planning Unit at the County Council, meeting to start at 7pm**)
- 1 October 2018
- 5 November 2018
- 3 December 2018

9:20pm

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

Parish Council 'Drop-in and Chat' Sessions are 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 August 2018 at the Ex-Servicemen's Hall, Bloxham
All reports and minutes are available on the Parish Council website
www.bloxhamparishcouncil.co.uk**