

# BLOXHAM PARISH COUNCIL

MONDAY 3 MARCH 2025

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
**3 Tanners Close**  
**Middleton Cheney**  
**Banbury, OX17 2GD**

**(01295) 710965**  
**bloxhamparishcouncil@gmail.com**  
**www.bloxhamparishcouncil.co.uk**

27 February 2025

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 3 March 2025 at 7.00pm** in the small meeting room at Jubilee Hall, Barley Close, Bloxham to consider the business set out in the Agenda below and you are summoned to attend.

District Councillors Gordon Blakeway, David Hingley and Rob Pattenden and County Councillor Kieron Mallon are also invited to attend.

In accordance with the Equality Act 2006 & the Equality Act 2010, if any members of the public require assistance and support to enable them to access the Parish Council meeting, please contact the Clerk.

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.  
**7:00pm – 7:05pm**

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.*

**7:00pm – 7:05pm**

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.**

**7:05pm – 7:10pm**

4. **Minutes** - To confirm the minutes of the meetings held on 3 February 2025. **(Attached)**  
**7:10pm – 7:15pm**

5. **Matters Arising** - To discuss any issues arising from the minutes of 3 February 2025.  
**7:15pm – 7:20pm**

6. **Chairman's Announcements**

- Meeting with Bertin Facon held on 19 February 2025

**7:20pm – 7:30pm**

7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.

**7:30pm – 7:40pm**

8. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.

**7:40pm – 7:50pm**

9. **Village Matters**

- i) Flooding – To discuss the recent flooding in the village and note that the next meeting of the Working Group is being held on Monday 10 March 2025.
- ii) Remembrance Day Parade 2025 – To discuss the Parish Council's role in the event in 2025.
- iii) Repair of Drainage Channel at Jubilee Hall – To discuss a quote from Bloxham School with regard to the repairs. **(Quote to follow)**
- iv) Replacement Dog Waste Bins – To discuss replacing four dog waste bins in the village.
- v) Annual Parish Meeting – To discuss plans for the Annual Parish Meeting being held on 24 April 2025.

**7:50pm – 8:00pm**

10. **Planning**

- i) Planning Applications – To note the planning applications considered by the Parish Council since the last meeting. **(Attached)**
- ii) Results of Planning Applications – To note decisions made by Cherwell District Council since the last meeting of the Parish Council. **(Attached)**
- iii) Bloxham Neighbourhood Development Plan – To receive an update on:
  - the review of the Bloxham Neighbourhood Development Plan and the advice which has been received from Neil Homer, the Parish Council's consultant;
  - Parish Councillor engagement in the Plan and establishing a Working Group to progress the Plan; and
  - consideration of the Strategic Environmental Assessment (SEA). **(Report to follow)**
- iv) Planning Application 24/02541/OUT, William Davis Homes – To discuss the outline planning application (with all matters reserved except for primary means of vehicular access from the A361) for the residential development of up to 150 dwellings, alongside associated access, green and blue infrastructure (including public open space, a play area, and drainage), required ground remodelling and supporting infrastructure at land south of 3 to 5 Hartshill Close, Bloxham.

**8:00pm – 8:20pm**

11. **Parish Council Matters**

- i) Vacancies – To consider any applications for co-option onto the Parish Council.
- ii) Drop-In and Chat – To discuss any issues raised at the Drop-In and Chat on 8 February 2025.
- iii) EV Charging Points – To discuss the proposal for EV charging points at Jubilee Park.

**8:20pm – 8:30pm**

12. **Financial Matters**

i) Financial Matters

- To approve the accounts for payment; and
- To note the income received since the last meeting, the uncashed receipts & payments and the bank reconciliation. **(Reports to follow)**

ii) Budget Monitoring – To note the budget monitoring report for 2024/2025. **(Report to follow)**

iii) General and Ear-Marked Reserves – To note and approve the Parish Council’s Reserves. **(Report to follow)**

iv) Section 106 Funds – To review the Parish Council’s Community Benefits List. **(Report to follow)**

v) Parish Council Grants 2025/2026 – To discuss a request from St Mary’s Church for a £10,000 grant towards their ‘Building Our Future’ project.

vi) Internal Audit Interim Report 2024/2025 – To consider the Internal Auditor’s interim report for 2024/2025. **(Report to follow)**

**8:30pm – 8:40pm**

13. **Correspondence** – Items of correspondence will be circulated to members. **8:40pm – 8:45pm**

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 items numbered 15, 16, 17 and 18 on the grounds that it could involve the likely disclosure of private and confidential information. **8:45pm**

15. **Right of Access** – To discuss the Parish Council’s agreement with Bloxham School regarding the right of access across Jubilee Park to Dewey Sports Centre. **8:45pm – 8:50pm**

16. **Quote for Lights at St Mary’s Church** – To consider a quote for works to the lights at St Mary’s Church. **8:50pm – 8:55pm**

17. **Tree Survey** – To discuss a quote for an updated tree survey. **(Quote to follow)**  
**8:55pm – 9:00pm**

18. **Payroll Services** – To discuss quotes for external companies to run the Parish Council’s payroll. **(Quotes to follow)**  
**9:00pm – 9:05pm**

19. **Meeting Dates** – Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.00pm at Jubilee Hall, Barley Close, Bloxham. Please check the agenda for clarification the week before the meeting.

- Monday 7 April 2025
- Thursday 24 April 2025 (Bloxham Annual Parish Meeting)
- Monday 12 May 2025

**9:05pm**

20. **Items for the Future Agendas/Items of Information**

- Traffic Calming Working Group & Community Speed Watch
- Staffing Committee

**9:05pm**

**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 March 2025**

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