

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 1 NOVEMBER 2021 AT 7.30PM

**PRESENT:** Chairman, Councillor Leonard Leigh; Councillors Agnes Balassa, Joanna Barton and Mike Fenner.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell, Marie Jones, Warden at The Slade and one member of the public.

**APOLOGIES:** Councillor David Bunn submitted his apologies because he was unwell, the apologies were accepted and the absence approved.

Councillor Daniel Goodwin submitted his apologies because he was on holiday, the apologies were accepted and the absence approved.

Councillor Stephen Phipps submitted his apologies because he was unwell, the apologies were accepted and the absence approved.

District Councillors Mike Bishop and Andrew McHugh.

**170/21 Declarations of Interest** – There were no declarations of interest.

**171/21 Minutes** – Prior to the meeting, the minutes of the meeting held on 19 October 2021 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 19 October 2021 be approved and signed by the Chairman.  
**Action LL/TG**

**172/21 Matters Arising** – There were no matters arising.

### **173/21 Chairman's Announcements**

- Two defibrillators at Warriner School were now available for use. One was available during school hours only and the other was in a locked cabinet, which had instructions advising how to access it.
- Civil Parking Enforcement was commencing in the Cherwell District area, including Bloxham.
- Planning Training Sessions – One session was held on 14 October 2021, but the second session scheduled for 21 October 2021 was postponed because there were not enough participants. This would be held again after the elections on 2022.
- Traffic Calming Meeting notes were in Drop Box for the information of Councillors.
- Meeting on Wednesday 10 November 2021 with residents to discuss tree works in The Gogs, which Cotefield Treecare would be attending, along with the Chairman and Vice-Chairman.

**174/21 Open Forum** – The resident did not wish to address the meeting.

*(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)*

**175/21 Reports from County and District Councillors** – Prior to the meeting, Councillor Andrew McHugh had circulated his report to the Parish Council.

Councillor Adam Nell reported on Cherwell District Council's budgets and the cash squeeze it was facing in the coming years. Cherwell DC would still be delivering its statutory services, but other non-statutory services might be withdrawn because they could not be fully funded.

Councillor Nell also reported on the Castle Quay Phase 2 development. Some of the facilities on the site had opened and others would be opening soon and he encouraged everyone to use it.

The Chairman thanked Councillor Nell for his report.

## BLOXHAM PARISH COUNCIL

**176/21 The Slade** – The Chairman welcomed Marie Jones, Warden at The Slade, to the meeting. Prior to the meeting, Marie had circulated a report to the Parish Council. Marie gave additional details on the Friends of The Slade Working Group and the projects and activities which they had been involved in.

The Chairman thanked Marie for attending.

**Resolved** that the report be noted.

### 177/21 Environment/Village Matters

- i) Land on Barford Road, next to Bloxham Mill – The Parish Council discussed whether Miller Homes should be approached to discuss transferring ownership of their land between Milton Road and Barford Road (next to Bloxham Mill), to the Parish Council or whether the Parish Council could lease it.

**Resolved** that Miller Homes be approached to discuss whether their land between Milton Road and Barford Road (next to Bloxham Mill) could be transferred or leased to the Parish Council. **Action LL/TG**

- ii) New Dog Waste Bin in Bloxham Recreation Ground – The Parish Council discussed a request from the Bloxham Recreation Ground Trustees for the purchase of a new Retriever 35 litre dog waste bin at Bloxham Recreation Ground. This would replace a current dog waste bin which was in a poor condition.

**Resolved** that a Retriever 35 litre dog waste bin be purchased from Glasdon Uk Ltd for Bloxham Recreation Ground. **Action TG**

- iii) Bus Shelter – The Parish Council discussed replacing the wooden bus shelter on the A361, close to the junction with Strawberry Terrace.

**Resolved** that the quotes from Bus Shelters Limited for the Guildford shelter and the removal and disposal of the current shelter, be approved. **Action TG**

### 178/21 Planning

- i) Results of Planning Applications – The Parish Council noted decisions made by Cherwell District Council since the last meeting of the Parish Council.

**Resolved** that the report be noted.

- ii) Planning Applications

- 21/03196/F, The Warriner School, Banbury Road, Bloxham – The Parish Council considered an application for a new build classroom block.

**Resolved** that the Parish Council has no objections to application 21/03196/F. **Action TG**

- 21/03295/F & 21/0396/LB, Humber House, Humber Street, Bloxham – The Parish Council considered applications for various internal alterations, replacing the existing rooflights, installing a new rooflight, removing a window, a section of wall & high level glazing and installing a section of Crittall Windows glazing system and refurbishing six windows.

**Resolved** that the Parish Council has no objections to applications 21/03295/F & 21/0396/LB. **Action TG**

- 21/02789/F, 3 Hyde Grove, Bloxham – The Parish Council considered an application for a first floor rear and single storey side extensions (Resubmission of 20/03617/F).

**Resolved** that the Parish Council has no objections to application 21/02789/F. **Action TG**

## BLOXHAM PARISH COUNCIL

- 21/02355/LB, Rectory Farm, Church Street, Bloxham – The Parish Council considered an application for a pod charger to the outside of a barn wall.

**Resolved** that the Parish Council has no objections to application 21/02355/LB. **Action TG**

- 21/03395/F, Seymour Cottage, Queens Street, Bloxham – The Parish Council considered an application for a single storey rear extension (resubmission of 21/00735/LB).

**Resolved** that application 21/03395/F be deferred to the next meeting of the Parish Council. **Action TG**

- 21/02962/LB, Little Bennetts, Rose Bank, Bloxham - The Parish Council considered an application for a installation of a standard SGN gas meter unibox at ground level on the outside wall of the garage.

**Resolved** that the Parish Council has no objections to application 21/02962/LB. **Action TG**

- iii) Local Plan Webinar – The Parish Council considered a report from the Chairman regarding his attendance at Cherwell District Council's Local Plan webinar.

**Resolved** that the report be noted.

### 179/21 Finance

- i) Accounts for Payment and Income - The Clerk submitted to the Parish Council, the accounts for payment and the income since that last meeting.

**Resolved** that the income since the last meeting be noted and the following accounts for payments be approved:

Theresa Goss – Salary and Expenses for November 2021	
HMRC – Payment for November 2021	
Oxfordshire County Council – Pension for November 2021	
Field and Lawn – Christmas Light 2021	£11,172.00
Greenways and Partners Ltd – RIBA Stage 5&6 Jubilee Hall Project	£660.00
Seckington and Whitehead – Jubilee Hall Project (Valuation 3)	£24,464.28

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 1 November 2021

**Resolved** that the bank reconciliation as at 1 November 2021 be noted.

### 180/21 Parish Council Matters

- i) Vacancies – The Chairman reported that there were no applications for co-option onto the Parish Council.

**Resolved** that the vacancies continue to be advertised. **Action TG**

- ii) Drop-In and Chat Sessions, Parish Council Meetings and Planning Applications – The Parish Council reviewed the Drop-in and Chat sessions, the frequency of Parish Council meetings and how the Parish Council considers planning applications.

**Resolved** that:

## **BLOXHAM PARISH COUNCIL**

- 1) Drop-In and Chat sessions be suspended until May 2022, unless there are significant co-options in the near future;
- 2) Parish Council meetings be held once a month, on the first Monday (or the second Monday if there is a bank holiday);
- 3) planning applications be considered by the Parish Council by email until May 2022, unless they are contentious and then they will be included on the Parish Council agendas for a decision; and
- 4) Standing Orders be amended as necessary to give the Clerk the delegated authority to submit Parish Council comments on Planning applications, to Cherwell District Council.

### **Action TG**

**181/21 Correspondence** – The Clerk reported that the Christmas lights were due to be installed on 29 November 2021.

### **182/21 Exclusion of the Public and Press**

**Resolved** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minutes numbered 183/21, 184/21 & 185/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**183/21 Bloxham Recreation Ground, Play Equipment** – The Parish Council considered quotes from Wicksteed Leisure to replace the swings and repair the rocking elephant and spinning pole in Bloxham Recreation Ground.

**Resolved** that the quotes be accepted.

**184/21 Jubilee Park, Play Equipment** – The Parish Council considered a quote from Kompan to repair to the rope swing.

**Resolved** that this item be deferred to the next meeting. **Action TG**

**185/21 Jubilee Hall Project** – The Chairman gave an update on the Jubilee Hall project.

**Resolved** that the report be noted.

*(The public and press were invited back into the meeting at the conclusion of this item)*

**186/21 Meeting Dates** – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

**Resolved** that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 6 December 2021
- Monday 10 January 2022
- Monday 7 February 2022
- Monday 7 March 2022

### **187/21 Items for Future Agendas**

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Cooption
- Delegated Powers to the Clerk
- Rope Swing in Jubilee Park

(The meeting ended at 8.30pm)

# **BLOXHAM PARISH COUNCIL**

---

Chairman – 6 December 2021