

# BLOXHAM PARISH COUNCIL

## DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 2 SEPTEMBER 2019 AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs; Councillors Joanna Barton, David Bunn, Sophie Floate, Mary Groves, Leonard Leigh and Stephen Phipps.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillors Christine Heath and Andrew McHugh.

**APOLOGIES:** Councillor Amanda Baxter, submitted her apologies because a family member was unwell, the apologies were accepted and the absence authorised.

Councillor Gloria Lester-Stevens submitted her apologies because she was unwell, the apologies were accepted and the absence authorised.

Councillor Mike Morris submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

Councillor Nick Rayner submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

An apology for absence was also received from District Councillor Mike Bishop.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, he asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

### 107/19 Declarations of Interest

Minute Number 113/19, Planning - Councillor Joanna Barton declared an interested in planning application 19/00465/F, Motor Fuel Group, Bloxham Service Station, South Newington Road, Bloxham because she was a neighbour to the site.

**Resolved** that the interest be noted.

**108/19 Minutes** – Prior to the meeting, the minutes of the meeting held on 5 August 2019 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 5 August 2019 be approved and signed by the Chairman.

### 109/19 Matters Arising

Minute Number 97/19, Chairman's Announcements, Circular Walk – The Chairman reported that Councillor Nick Rayner had completed the Circular Walk with Geoff Mollard and the hedges which had been reported as being overgrown, were not part of the Walk.

Minute Number 99/19, Reports from County and District Councillors – The Chairman confirmed that Rashid Bbosa, Senior Transport Planner at Oxfordshire County Council would be attending the Parish Council meeting on 17 September 2019.

Minute Number 100/19, Planning, Gladman Developments Limited, Proposed Planning Application on South Newington Road, Bloxham – The Chairman updated the Parish Council on the current status of the proposal.

**Resolved** that the reports be noted.





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- ii) Reports from Parish Council Representatives – Councillor Mary Groves reported that she would be attending the Rural Community Forum on 3 September 2019.

**Resolved** that the report be noted.

- iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

**Resolved** that the report be noted.

### 116/19 Finance

- i) Accounts for Payment and Bank Reconciliation - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 2 September 2019.

**Resolved** that the bank reconciliation be noted and the following accounts for payment be approved;

Payments	Amount	Cheque No.
T Goss – Salary for Sept 2019	£933.30	1583
T Goss – Expenses for Sept 2019	£19.60	1583
HMRC – Payment for Sept 2019	£327.54	1584
OCC Pension Fund – Clerks' Salary for Sept 2019	£380.29	1585
Glasdon UK Ltd – Dog Waste and Litter Bins for Bloxham Rec	£1511.65	1587
Wicksteed Leisure Ltd – Play equipment for Bloxham Rec	£325.75	1588
Malcolm Timms – Ex-Servicemen's Hall Project	£250.00	1589
W Page – Ex-Servicemen's Hall Project	£10,453.80	1590
Green Scythe ltd – Grass cutting at Jubilee Park July 2019	£573.60	1591
T Goss – Book of Condolence	£48.66	1592

The following payment, made since the last meeting, be approved:

Payments	Amount	Cheque No.
SCM – Jubilee Hall Project	£88,042.31	1582

- ii) Section 106 Project, Jubilee Hall – The Chairman reported on the possible changes to the lease between the Parish Council and the Official Custodian/Jubilee Park Management Committee with regard to the rent for the hall and field.

Quotes for other items at the Hall as part of the refurbishment project, such as the canopies, were yet to be obtained.

**Resolved** that advice on the possible changes to the lease, be obtained from Aplins Solicitors. **Action TG/SC**

- iii) Appointment of Internal Auditor 2019/2020 – Prior to the meeting, the Parish Council had received the Letter of Engagement from Arrow Accounting with regard to the completion of the internal audit for 2019/2020.

**Resolved** that Arrow Accounting be appointed as the Internal Auditor for 2019/2020. **Action TG**

**117/19 Correspondence** – There was no further correspondence.

