

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 2 DECEMBER 2024 AT 7.00PM

PRESENT: Chairman, Councillor David Bunn; Councillors Amanda Baxter, Steve Craggs, Mike Fenner, Neil Hegarty, Richard Morley, David Morris and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Gordon Blakeway and sixteen members of the public.

111/24 Apologies – Parish Councillor Russell Avens submitted his apologies because he had another appointment.

Parish Councillor Joanna Barton submitted her apologies because she was at work.

Parish Councillor Alex Harison submitted his apologies because he was unwell.

District Councillors David Hingley and Rob Pattenden also submitted their apologies.

Resolved that the apologies from Councillors Russell Avens, Joanna Barton and Alex Harrison be approved and the absences authorised.

112/24 Declarations of Interest – There were no declarations of interest.

113/24 Minutes – Prior to the meeting, the minutes of the meeting held on 4 November 2024 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 4 November 2024 be approved.

114/24 Matters Arising – There were no matters arising.

115/24 Chairman's Announcements

- 24/02457/DISC and 24/02458/DISC, Bloxham School Cricket Nets – The discharge of planning conditions relating to the community use of the cricket nets had been completed by Cherwell District Council. The Parish Council submitted comments on the discharge, but these were not incorporated into the Community Use Agreement.
- Flooding – A number of residents had suffered flooding of their properties during the storm the previous week. The community had come out to offer their support and the Chairman thanked all those who helped, including Tom Smith who erected the flood warning signs around the village.
- Welcome to Bloxham Signs - GallifordTry had been contacted a number of times, but a response was still awaited. This would be followed up by the Clerk. **Action TG**
- Parish Council Mailing List – The mailing list was now up and running and would continue to be advertised to the village. It was hoped this would be useful to residents in emergencies such as flooding or communicating information about large scale planning applications. Residents could sign up to the mailing list via the Parish Council web site. www.bloxhamparishcouncil.co.uk
- Bloxham Primary Travel Plan Group – The notes of the meeting held at the Primary School had been circulated to the Parish Council. It was hoped that there would be additional yellow lining around the area of the Primary School. However, it was felt that the white lining on Church Street and yellow lining on Courtington Lane should be continue to be progressed and not be delayed for the proposed additional work.
- Dewey Sports Centre Floodlight Planning Application – This application was being considered by Cherwell District Council on 5 December 2024 and the Chairman would be addressing the Planning Committee in objection to the application.

BLOXHAM PARISH COUNCIL

- Cala Homes – The proposed development by Cala Homes on Ells Lane included 30 houses on land next to Crabtree Close. An outline planning application was currently being prepared for submission to Cherwell District Council.
- Termly meeting with Bloxham School – Councillor Steve Craggs had attended the meeting with the Chairman and they had discussed progressing additional fencing between Jubilee Hall and Dewey Hall car park, emergency planning in relation to warm spaces, the licence for outdoor seating at White Lion Café, the sweeping of leaves on Brickle Lane and coaches parking in Jubilee Hall car park.
- Unauthorised Parking in Jubilee Hall Car Park – This continued to be an issue and Jubilee Hall car park should not be used as overflow by Dewey Hall users. On Sunday 1 December 2024, there were three simultaneous events; walking football, hockey and indoor tennis. There were in excess of 70 vehicles, 26 of which parked in Jubilee Hall car park. Also, a Bloxham School coach had been using the bus stop on A361 as a lay-up point. This matter had been reported to the Bursar.
- Smith Memorial – The memorial had been erected in Tadmarton Road as recognition of the work and effort the Smooth Family had put into Bloxham, over many years. There would be official unveiling in due course.
- Christmas Tree and Lights – The Christmas tree had been erected and lights would be hung on the evening of 2 December 2024.

116/24 Open Forum – A number of residents addressed the Parish Council with regard to the recent floods, which had affected the homes of many residents in the village. There was also a massive impact on the physical and mental wellbeing of residents caused by their homes being flooded and Councillors expressed their sympathy to the affected residents.

Residents reported that several drains were blocked which had exasperated the flooding situation, mainly for residents in Tadmarton Road and Courtington Lane. There was also run-off from the fields which had impacted on residents too.

Residents and the Parish Council had been reporting the same blocked drains for many months to the County Council's Fix My Street web site, but they had still not been unblocked by the County Council. The Chairman had also raised the matter at Cherwell District Council's Parish Liaison Meeting.

There was a discussion about the Parish Council's Emergency Plan, which had not been followed by the County Council when the flooding hit, over the weekend of 17 November 2024. It was felt that a Working Group should be established to discuss the issue of flooding, as well as including more details in the Emergency Plan.

It was suggested that the Flooding Group should consist of Parish Councillors, residents and County Councillor Kieron Mallon.

It was also suggested that Bourton Drains could be approached with a view to them unblocking the drains which had not been maintained.

The Chairman also reported that some residents were leaving their bins outside the front of neighbouring properties and they were requested to refrain from doing so.

The Chairman thanked all residents for attending 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)

117/24 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mallon submitted his report to the Parish Council.

District Councillor Gordon Blakeway reported that he had highlighted the issue of flooding to his colleagues at Oxfordshire County Council and Cherwell District Council.

BLOXHAM PARISH COUNCIL

Councillor Blakeway also reported that the Local Plan was being considered by the Overview and Scrutiny Committee in December 2024, followed by the Executive and the public consultation would be starting on 20 December 2024 to 14 February 2025. Bloxham had been allocated 75 houses and currently 565 had been allocated to the rural areas.

With regard to the planning application at Dewey Hall for flood lighting, Councillor Hingley had requested a site visit prior to Cherwell District Council's Planning Committee considering the application.

The Cherwell District Council Budget 2025/2026 consultation was now open and the Council had produced a balanced draft budget.

Councillor Blakeway was thanked for his report.

118/24 Environment/Village Matters

- i) Flooding – Following the recent flooding in the village, the Parish Council discussed the impact on residents and how the flooding issues could be addressed.

Resolved that:

- 1) £1000 allocated to addressing the flooding issues in the village;
- 2) the Clerk be given delegated authority, in consultation with Councillors Nick Rayner and Neil Hegarty to spend the £1000 without prior approval from the Parish Council on matters related to the flooding; and
- 3) Bourton Drains be contacted to establish whether they can clear and/or complete a survey of the drains around the area of Tadmarton Road and Courtington Lane.

Action TG

- ii) Air Quality – The Parish Council had been due to discuss measurements of air quality outside the shops on High Street, however there had not been any response from Cherwell District Council.

Resolved that the matter continue to be followed up with Cherwell District Council. **Action TG**

- iii) Bloxham Biodiversity – The Parish Council discussed a request from Bloxham Biodiversity for a new area of biodiversity on Courtington Lane, which would be a 1m strip by the cricket field.

Resolved that the area of biodiversity on Courtington Lane not be supported. **Action TG**

- iv) Road Safety – The Parish Council discussed road safety issues at, and around, the Primary School and as reported earlier in the meeting, the minutes had been circulated to the Parish Council.

Resolved that the report be noted.

- v) Village Defibrillators – The Parish Council had been due to discuss the responsibilities for defibrillators in the village, however in the absence of Councillor Alex Harrison, it was agreed that the item be deferred to the next meeting.

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

- vi) Remembrance Day Parade 2025 – The Parish Council discussed the Parish Council's role in the 2025 event, however in the absence of Councillor Alex Harrison who was the Lead Co-ordinator, it was agreed that the item be deferred to the next meeting.

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

BLOXHAM PARISH COUNCIL

- vii) Information Board – The Parish Council discussed a request for funding towards an information board to be located at the Bloxham Grove Windmill.

Resolved that £500 be donated to the purchase and installation of an information board at the Bloxham Grove Windmill. **Action TG**

119/24 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no objections had been made by the Parish Council in respect of the following planning applications/works to trees:

TPO 25/2024 Various species of Trees located on Land to the South of 3-5 Hartshill Close, and on the East Side of South Newington Road, Bloxham, Banbury, Oxon

Resolved that, it be noted and approved that, objections had been made by the Parish Council in respect of the following planning applications/works to trees:

24/02814/ADV Bloxham Service Station, South Newington Road, Bloxham
1no D6 internally illuminated (digital advertisement) screen

Resolved that, it be noted that the Parish Council is considering the following planning applications/works to trees:

24/02858/TPO Grey Roofs, Kings Road, Bloxham,
T1 - Norway Maple (*Acer Platanoides*) - Removal to ground level due to evidence of structural damage to the nearby boundary stone wall directly next to the tree's stem, suppression of adjacent vegetation and neighbouring garden and lack of suitability for TPO status including a lack of public visibility (less than half of the upper crown) and species type (non-native) - subject to TPO 05/2023

24/02951/F Ivy Dene Barn, 15a Church Street, Bloxham
Conversion of an existing storage barn into a live/work unit

- ii) 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.

- iii) Bloxham Neighbourhood Development Plan (BNDP) – Councillor Steve Craggs reported that the Housing Needs Assessment and Strategic Environmental Assessment were still being progressed. The results would be available in the New Year.

Resolved that the report be noted.

- iv) 24/02951/, Ivy Dene Barn, 15a Church Street, Bloxham – The Parish Council discussed an application for the conversion of an existing storage barn into a live/work unit.

Resolved that the Parish Council has no objections to application 24/02951/F. **Action TG**

- v) Community Benefits – The Parish Council discussed a request from Taylor Wimpey for a meeting to discuss community benefits which could be included within their forthcoming planning application.

Resolved that the request from Taylor Wimpey be approved and the meeting be arranged for the New Year.
Action TG

BLOXHAM PARISH COUNCIL

120/24 Parish Council Matters

- i) Vacancies – There had not been any applications for co-option onto the Parish Council.

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

- ii) Drop-In and Chat – Councillors David Morris reported on the issues which had been raised at the last session.

The Chairman advised on the preparations which had been undertaken for the session on 14 December 2024 which would be focusing on proposed developments in the village.

Resolved that the report be noted.

- iii) EV Charging Points – Prior to the meeting, Councillor Russell Avens had circulated a progress report on the EV Charging Points.

Resolved that the report be noted and the quote for the survey be approved. **Action TG/RA**

- iv) Cherwell District Council's Budget 2025/2026 – The Parish Council considered Cherwell District Council's Budget for 2025/2026.

Resolved that the Parish Council has no comments on the Cherwell District Council's budget for 2025/2026.

121/24 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents were circulated to the Parish Council.

Resolved that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
- 2) the receipts since the last meeting, the uncashed payments & uncashed receipts and the bank reconciliation, as at 2 December 2024 for the bank accounts at Unity Trust Bank be noted; and
- 3) it be noted that Councillor Joanna Barton, as Councillor for monitoring the Parish Council's internal controls, has signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 30 November 2024 and the Unity Trust bank statements for November 2024.

- ii) Budget Monitoring 2023/2024 – Prior to the meeting, the Parish Council received budget monitoring report for 2023/2024.

Resolved that the report be noted.

- iii) General and Ear-Marked Reserves – Prior to the meeting, the general and ear-marked reserves had been circulated to the Parish Council.

Resolved that the report be noted and the reserves be approved.

- iv) Section 106 Funds – The Parish Council discussed the Section 106 funds held at Oxfordshire County Council, which had been allocated to Bloxham. The Clerk had contacted the County Council to request further details regarding the allocated and unallocated funds.

Resolved that the report be noted.

- v) Budget and Precept 2025/2026 – The Parish Council discussed the Budget and Precept for 2025/2026.

BLOXHAM PARISH COUNCIL

Resolved that the Budget for 2025/2026 be approved and the Precept be set at £109,250. **Action TG**

122/24 Correspondence – There was no further correspondence.

123/24 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 124/24, 125/24, 126/24 & 127/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

124/24 Bloxham Neighbourhood Development Plan – The Parish Council considered a quote for support from a consultant to progress the BNDP.

Resolved that this matter deferred to the next meeting of the Parish Council. **Action TG**

125/24 Bloxham Brook – The Parish Council considered a quote clearing Bloxham Brook, where the Parish Council has riparian rights. It was noted that the quote had been requested prior to the recent flooding.

Resolved that the quote from Cotefield Treecare Ltd be accepted. **Action TG**

126/24 Right of Access – The Parish Council discussed its agreement with Bloxham School regarding the right of access across Jubilee Park to Dewey Sports Centre.

Resolved that the report be noted.

127/24 Grass Cutting Contracts – The Parish Council had been due to consider quotes for the grass cutting contracts for 2025/2026. However, the quotes were yet to be received.

Resolved that the grass cutting contracts be deferred to the next meeting. **Action TG**

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

128/24 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held at Jubilee Hall, Barley Close, Bloxham, commencing at 7.00pm.

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

- Monday 6 January 2025
- Monday 3 February 2025
- Monday 3 March 2025
- Monday 7 April 2025
- Thursday 24 April 2025 (Bloxham Annual Parish Meeting)
- Monday 12 May 2025

129/24 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Parish Council Grants 2025/2026
- Local Plan 2042
- Building our Future – St Mary's Church Project
- Remembrance Day Parade 2025
- Village Defibrillators
- Grass Cutting Contracts

(The meeting ended at 9.15pm)

Bloxham Parish Council – 02.12.24

BLOXHAM PARISH COUNCIL

Chairman – 6 January 2025

DRAFT