

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 3 FEBRUARY 2025 AT 7.00PM

PRESENT: Chairman, Councillor David Bunn; Councillors Russell Avens, Joanna Barton, Amanda Baxter, Steve Craggs, Alex Harrison, Neil Hegarty and Richard Morley.

ALSO IN ATTENDANCE: District Councillor Rob Pattenden, Ian Myson and Ian Lapworth from St Mary's Church and two members of the public.

149/24 Apologies – Parish Councillor Mike Fenner submitted his apologies because he had another appointment.

Parish Councillor David Morris submitted his apologies because there had been a family bereavement.

Parish Councillor Nick Rayner submitted his apologies because he was unwell.

Theresa Goss (Clerk & Responsible Financial Officer) and District Councillor David Hingley submitted their apologies.

Resolved that the apologies from Councillors Mike Fenner, David Morris and Nick Rayner be approved and the absences authorised.

150/24 Declarations of Interest – There were no declarations of interest.

151/24 Minutes – Prior to the meeting, the minutes of the meeting held on 6 January 2025 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 6 January 2025 be approved.

152/24 Matters Arising

Minute Number 138/24 (iii) – Defibrillators in Bloxham – Councillor Alex Harrison reported that Bloxham Football Club had agreed to the Parish Council taking responsibility for their two defibrillators in the village. The Parish Council would include them in its Assets Register and cover costs such as replacement pads and batteries. Councillor Harrison and James Henderson would continue to check all units.

153/24 'Build Our Future', St Mary's Church Project – Ian Myson and Jon Carlton from the St Mary's Church 'Build our Future' Project Group attended the meeting and presented the current status of the project and its financial position. The presentation concluded with a request for the Parish Council to consider making a donation to help assist with the funding gap.

Resolved that consideration of the request for a donation be considered at the next meeting of the Parish Council.
Action TG

154/24 Chairman's Announcements

- Meeting with Deeley Homes held on 29 January 2025 – A full planning application was expected to be submitted in March 2025, with a possible start date in the last quarter of 2025/first quarter 2026.
The allocation of affordable housing was likely to be rental properties (preferred by Cherwell District Council) rather than being sold as discounted purchases. In addition, temporary parking restrictions would be in place if the yellow lining had not been completed when the build was started.
- Meeting with Taylor Wimpey held on 29 January 2025 – A planning application had not, as yet, been submitted to Cherwell District Council. The Parish Council had discussed its Community Benefits List with Taylor Wimpey and benefits would be dependent upon size of development. The current proposal was a maximum of 230 houses on Milton Road, which could be built as part of a phased approach.

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- Meeting with the Patient Participation Group held on 30 January 2025 – The Chairman had attended the meeting to discuss future developments in the area and the impact on the Bloxham and Hook Norton surgeries.

The Chairman provided an overview of the meeting, including a discussion regarding how the surgeries could best utilise the Section 106 funds and how to ensure that the Integrated Care Board claimed the money that had been allocated to healthcare so that it was spent in the villages where developments had taken place.

- Meeting with Bertie Facon being held on 6 February 2025 – Councillors were reminded about the meeting with Bertie Facon, which was in connection with his proposed development to the rear of Bloxham Primary School and the rear of Courtington Lane.
- 'Welcome to Bloxham' signs on the A361 – The design of the signs had been agreed and would not display the speed limit. They would be installed in due course by GallifordTry.
- Public Rights of Way – The PRoW at The Gogs would be cleared by the Parish Council's contractor and the PRoW at Greens Garth would be temporarily closed whilst drainage works were undertaken. **Action DB**
- Flashing Amber Lights – The locations of the lights had been confirmed with the County Council.
- Traffic Calming Working Group - A Councillor was required to lead on the Traffic Calming Working Group so that various projects could be progressed. Councillor Richard Morley agreed to step into the role and would liaise with the Chairman regarding a handover. **Action DB/RM**
- MP Surgery - A request had been received from Sean Woodcock MP to hold his surgery in conjunction with a Drop-in and Chat session. The Parish Council felt that it wouldn't be appropriate to run the sessions together and Mr Woodcock would be advised accordingly. **Action DB**
- Dewey Sports Centre - The planning application for floodlights has been approved by Cherwell District Council's Planning Committee. Clarification has been provided by Cherwell District Council that the floodlights would not be used on a Sunday and the lights would be turned off by 6pm, Monday to Saturday. Clarification has been requested that this be term time only (October to April) as requested in the Bloxham School planning application. A community use agreement had also been agreed as part of the approval and the Parish Council's request for baffles inside the hockey goals had been refused because they were already in place.

The Parish Council had also requested that the planning permission conditions stated that changes to expand the parking provision be implemented prior to the increased use of the site. This would help alleviate the parking issues for residents living around the area of Dewey Hall. However, the request was refused by the Planning Officer because it was not recommended as part of the assessment of the application and as Oxfordshire County Council highways did not request such a condition, it was not deemed to be reasonable to request this.

155/24 Open Forum – The residents did not wish to address the Parish Council.

(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)

156/24 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

District Councillor Rob Pattenden deferred his report to later in the meeting when Cherwell District Council's five-year housing land supply would be discussed.

157/24 Environment/Village Matters

- i) Flooding – Following the recent flooding in the village, the next meeting of the Flooding Working Group was being held on Monday 10 February 2025.

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Resolved that the actions of the Working Group be noted.

- ii) Remembrance Day Parade 2025 – The Parish Council discussed its role in the event in 2025.

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

- iii) Repair of Drainage Channel at Jubilee Park – The Parish Council discussed a quote from Bloxham School regarding the repairs to the drainage channel along the access road to Dewey Hall at Jubilee Park.

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

158/24 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:

24/03298/R56 Oak View, Bloxham Road, Milcombe,

Prior approval application for the conversion of an agricultural building to Use Class E, specifically E(g), it is proposed that the building be converted into 5 separate units

24/03277/TPO Grey Roofs, Kings Road, Bloxham,

T1 (Sycamore) - Fell to ground level and re-plant with replacement tree - subject to TPO 05/2023

24/03404/TCA The Coach House, Banbury Road, Bloxham

Tree works

25/00012/F 2 Barley Croft, Barley Close, Bloxham,

Form new porch entrance to front of property

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:

24/03423/OUT Land West of 3 to 5 Hartshill Close adjoining and, South Newington Road, Bloxham

Outline permission with All Matters Reserved except for Access for the erection of 1 no. self-build dwelling

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

25/00091/TCA Manor Farmhouse, Chapel Street, Bloxham

Tree works

- 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) Cherwell District Council's Housing Land Supply – The Chairman reported to the Parish Council that Cherwell District Council's five-year housing land supply figure had reduced to circa 2.2 years, following the publication of the National Planning Policy Framework (NPPF) in December 2024 and CDC being required to adopt Oxford's unmet housing need.

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District Councillor Rob Pattenden reported that the new Local Plan was going through its final stages and the housing numbers already in place would remain unchanged, but it would not be adopted until spring 2026. This would leave a gap in which the village would be vulnerable to speculative planning applications for new housing developments. It was highlighted that priority must be given to completing the review of the Bloxham Neighbourhood Development Plan to ensure the protections listed in Paragraph 14 of the NPPF could be applied.

Resolved that the report be noted.

- iii) Local Plan 2040 Consultation – The Parish Council considered Cherwell District Council’s Local Plan 2040. The deadline for comments was 14 February 2025.

Resolved that any further comments be submitted to the Clerk as soon as possible. **Action ALL**

- iv) Bloxham Neighbourhood Development Plan – The Parish Council received an update from Councillor Steve Craggs on the review of the Bloxham Neighbourhood Development Plan and reviewed the Housing Needs Assessment.

Resolved that the report be noted and Councillor Craggs to clarify with AECOM, the queries in the Housing Needs Assessment, in respect of the recommendations relating to affordable housing. **Action SC**

159/24 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 – The Chairman reported on the issues which had been raised at the last session held on 11 January 2025. The session in February 2025 would be focusing on proposed developments in the village, following the high level of interest at the session held on 14 December 2024.

Resolved that the report be noted.

- iii) EV Charging Points – Councillor Russell Avens updated the Parish Council on the progress with the proposed EV Charging Points.

Resolved that the report be noted and Councillor Russell Avens to continue to progress the project, including liaising with a resident in attendance at the meeting, who has experience in this area. **Action RA**

160/24 Finance

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

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

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

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

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

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- iv) Section 106 Funds – The Parish Council discussed the Section 106 funds held at Oxfordshire County Council, which had been allocated to Bloxham and a request for adult gym equipment.

Resolved that the report be noted and a potential site for the adult gym equipment, be next to the play area in Jubilee Park.

- v) Parish Council Grants 2025/2026 – The Parish Council discussed an amended application for a Parish Council grant for 2025/2026 from St Mary's Church.

Resolved that the St Mary's Church grant application for £2000 be approved, plus a £1500 contribution towards the CCTV to address the anti-social behaviour. **Action TG**

- vi) Internal Audit Interim Report 2024/2025 – The Parish Council considered the Internal Auditor's interim report for 2024/2025.

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

161/24 Correspondence – There was no further correspondence.

162/24 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 163/24, 164/24, 165/24 and 166/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

163/24 Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council considered quotes for support from a consultant to progress the BNDP.

Resolved that the quote from ONH Planning be accepted. **Action TG/SC**

164/24 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.

165/24 Grass Cutting Contract 2024/2025 – The Parish Council considered a quote from Green Scythe Ltd for the grass cutting of Jubilee Park.

Resolved that the quote from Green Scythe Ltd for the grass cutting contract at Jubilee Park for 2025/2026 be approved. **Action TG**

166/24 Tree Survey – The Parish Council considered a quote from Cotefield Treecare Ltd for an updated tree survey, for trees located on Parish Council owned land.

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

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

167/24 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.

BLOXHAM PARISH COUNCIL

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

168/24 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Flooding Working Group
- Tree Survey
- Internal Audit Interim Report 2024/2025
- St Mary's Church Grant Application
- Bloxham NP SEA Scoping Report

(The meeting ended at 9.00pm)

Chairman – 3 March 2025