

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 4 NOVEMBER 2024 AT 7.00PM

**PRESENT:** Chairman, Councillor David Bunn; Councillors Joanna Barton, Amanda Baxter, Mike Fenner, Alex Harrison, Neil Hegarty, David Morris and Nick Rayner.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon and District Councillor Rob Pattenden and four members of the public.

**94/24 Apologies** – Parish Councillor Russell Avens submitted his apologies because he was on holiday.

Parish Councillor Steve Craggs 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 and Steve Craggs be approved and the absences authorised.

**95/24 Declarations of Interest** – There were no declarations of interest.

**96/24 Minutes** – Prior to the meeting, the minutes of the meeting held on 7 October 2024 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 7 October 2024 be approved.

**97/24 Matters Arising** – There were no matters arising.

**98/24 Chairman's Announcements**

- Bloxham Primary Travel Plan Group – A meeting was being held on Tuesday 12 November 2024 at 2pm to discuss highway issues around the Primary School. Councillor Amanda Baxter and County Councillor Kieron Mallon would attend with the Chairman.
- Stone Hill Bench – Paul Lester had completed the work on the bench.
- Cherwell District Council, Chairman's Charity Dinner – The Chairman reported that the Charity Dinner was being held on Saturday 16 November 2024 in aid of MIND and Councillors had been invited to attend.
- Defibrillators – New defibrillators had been installed at the Old Piggery on Courtington Lane and Bloxham Mill. A new unit would also be available shortly at Bloxham Bowls Club. A further unit was required on the south side of the village and Councillor Alex Harrison was investigating the options which were available.  
**Action AH**
- OCC Highways Engagement Team – The Chairman had been in contact with the Engagement Team regarding the noisy manhole covers on High Street, near to the turning for Humber Street. They had still not been repaired despite the County Council stating they had been repaired on 24 October 2024. The covers had been replaced, but the contractors did not replace the seals, therefore the covers were still noisy.

The white lining on the A361 by The Loft would be completed by the County Council in early 2025, but there was no date for the lining on Strawberry Terrace. There was also outstanding lining work on Milton Road and the Chairman would follow this up. **Action DB**

- Drop-In and Chat, 14 December 2024 – Taylor Wimpey had responded positively to the Parish Council's request to display their plans at the Drop-In and Chat on 14 December 2024. However, Bertie Falcon and Cala Homes had not responded to the request. The session would still go ahead as planned.

## BLOXHAM PARISH COUNCIL

- Welcome to Bloxham Signs – The signs had still not been replaced by GallifordTry and this would be followed up again by the Clerk. **Action TG**
- Mailing List – The Parish Council's mailing list was now up and running and members of the public could subscribe via the Parish Council's web site. The link would be advertised in the village. **Action TG**

**99/24 Open Forum** – A resident reported that the footpath from The Gogs to Cumberford Hill and was in need to repair. The footpath was well used and parts of it were now falling away into Bloxham Brook. The Chairman reported that the County Council had undertaken some patch work about a year ago, but these new issues were causing more problems. The Clerk would report these issues to the County Council. **Action TG**

The resident also reported that there were hedges from Cumberford to the David Tyrrell Recreation Ground which were overhanging the footpaths. It was agreed that Councillor Amanda Baxter would send the address details to the Clerk and each property would be written to. If there was no response, the matter would be passed to the County Council to take action. **Action AB**

The resident of Humber House would also be written to again regarding the hedge which was overhanging onto the A361 footpath. **Action TG**

A representative from Bloxham Biodiversity reported that the three original wildflower sites in the village had been abandoned because the land had been too fertile to manage the flowers properly. She had spoken to the Parish Council's grass cutting contractor and it was suggested that a wildflower area could be located on Courtington Lane, on the opposite side of the road of Bloxham School's cricket field. A one-meter strip would be allocated for the wildflowers and the rest of the area would be cut for pedestrians and drivers to get out of their vehicles safely. It was felt that this area was less fertile and would be much more manageable for the Group.

County Councillor Kieron Mallon reported that there was an officer at Cherwell District Council who could advise on biodiversity and he would pass the contact details to the Clerk. **Action KM/TG**

The Chairman reported that this matter would be considered by the Parish Council at the next meeting.

The representative from Bloxham Biodiversity also reported that one of the Sweet Chestnut Trees at the end of the Avenue was dying. The Clerk would clarify whether this was Parish Council land or County Council land and report to Fix My Street, if appropriate. **Action TG**

*(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)*

**100/24 Reports from County and District Councillors** – County Councillor Kieron Mallon reported that the Local Plan had been released today and would be submitted to the Executive in December. The consultation would be held over an 8-week period, starting in December 2024.

Councillor Mallon highlighted the £278m of unspent Section 106 funds at the County Council and this would be discussed at the County Council the next day. Councillor Mallon suggested that the Parish Council should contact the County Council to establish how much S106 funds had been allocated to Bloxham but had remained unspent. **Action TG**

District Councillor Rob Pattenden echoed the points made by Councillor Mallon regarding the Local Plan.

The Councillors were thanked for their reports.

### **101/24 Environment/Village Matters**

- i) Remembrance Day – The Parish Council received a report from Councillor Alex Harrison regarding the Remembrance Day Parade on Sunday 10 November 2024.

## BLOXHAM PARISH COUNCIL

Rev. Dale Gingrich was involved with the Service again, as well as several village youth groups and the Service would start at 10.52am at the War Memorial. There would be a service at St Mary's Church after the Service at the War Memorial.

Councillor Harrison highlighted that new, younger members were needed to join the Bloxham RBL to ensure the local branch could continue. The Parish Council's input into the event would also need to increase in future years.

**Resolved** that the report be noted.

- ii) Christmas Tree & Christmas Lights – The Parish Council received a report from Councillor Nick Rayner regarding the Christmas lights and Christmas tree for 2024.

The Christmas Tree would be erected in w/c 4 December 2024 and the Christmas lights would also be erected later that week. National Grid and the County Council had been contacted by the Clerk and all the necessary administration had been completed.

**Resolved** that the report be noted.

- iii) Air Quality – The Parish Council discussed measurements of air quality outside the shops on High Street.

Concerns were highlighted regarding the air quality on the High Street at the shops due to the increased congestion in Bloxham, caused by the increased volume of traffic through the village. It was likely there was also an impact on the air quality in the village following the introduction of the 20mph speed restrictions.

**Resolved** that Cherwell District Council be contacted and requested to complete air quality monitoring outside of the shops on High Street. **Action TG**

- iv) Riparian Responsibilities – The Parish Council discussed the riparian responsibilities for Bloxham Brook, relating to properties in Winters Way and Green Hills Park.

**Resolved** that it be noted that the residents in Winters Way and Greenhills Park who have a rear boundary with Bloxham Brook have riparian rights relating to the Brook and must keep their side of the Brook clear. The Parish Council's responsibilities start in Donkey Field.

### 102/24 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:

R3.0098/24 Bloxham Primary School, Bloxham  
Installation and use of modular school hall extension, including electrical supply and associated hard landscaping, for a temporary eight month period (September 2024 to April 2025)

24/02416/F 49 The Avenue, Bloxham  
Single storey side extension

24/02378/TPO Willow Nook, Steeple Close, Bloxham  
T1 (sycamore) - Sycamore removal along the east boundary of the rear garden

24/02411/F Oak View, Bloxham Road, Milcombe

## BLOXHAM PARISH COUNCIL

Erection of replacement building and Change of Use of 3no existing agricultural barns to commercial use

24/02746/TCA The Old Barn House, Cumberford, Bloxham,  
Apple tree pruning - 30% crown reduction

**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: None

**Resolved** that, it be noted that the Parish Council is considering the following planning applications/works to trees: None

- 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) – In the absence of Councillor Steve Craggs, this item was deferred to the next meeting.

**Resolved** that the report be noted.

- iv) Planning Application 23/01265/OUT, OS Parcel 0078 North West of Quarry Close, Quarry Close, Bloxham – The Chairman reported that the appeal had been dismissed at the Inquiry because the Inspector had concerns about noise, flooding and the impact on the character of the village. There was no firm decision on Cherwell's five-year housing land supply though.

The Chairman also highlighted the Section 106 agreement for this development and how the funds had been allocated. In addition, now this application was not going ahead and funds would not be coming forward from this development, a request would be made to the County Council that it be funded from the unspent £278m of Section 106 funds which was being held by the County Council.

Discussions were also being held with BOB for Section 106 funds allocated to Healthcare to be spent at the Bloxham/Hook Norton Surgeries.

**Resolved** that the report be noted.

- v) 24/02541/OUT - William Davis Homes, Land South of 3 to 5, Hartshill Close, Bloxham – The Parish Council considered an 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 remodeling and supporting infrastructure.

The Chairman updated the meeting regarding this application and that the Parish Council's leaflets had been delivered to the majority of properties in the village. So far, over 200 objections had been submitted to Cherwell District Council.

Councillor Joanna Barton reported that the residents of Hartshill Close had thanked the Parish Council for its support.

**Resolved** that the report be noted and the Parish Council's objection be submitted to Cherwell District Council. **Action TG**

- vi) 24/02457/DISC and 24/02458/DISC – Bloxham School – The Parish Council discussed the discharge of Condition 2 (Community Use Agreement) of 21/01685/F and the discharge of Condition 2 (Community Use Agreement) of 24/01263/F.

## **BLOXHAM PARISH COUNCIL**

**Resolved** that the Parish Council submits the following comments to Cherwell District Council:

*The scope of the Community Use Agreement should be broadened to include the ability for Bloxham residents to access and use both the Bloxham School swimming pool and Dewey Sports Centre, as they were prior to the Covid 19 pandemic.*

*The management responsibilities for the facilities should include reference to ensuring that adjoining car parks (such as Jubilee Hall) are respected and not used by users of the Dewey facilities.*

### **Action DB/TG**

#### **103/24 Parish Council Matters**

- i) Vacancies – The Parish Council considered an application for co-option onto the Parish Council.

**Resolved** that Richard Morley be co-opted onto the Parish Council. **Action TG**

- ii) Drop-In and Chat – Councillors Mike Fenner and Russell Avens reported on the issues which had been raised at the last session.

**Resolved** that the report be noted and session in December be specifically about proposed sites for development in the village.

- iii) EV Charging Points – In the absence of Councillor Russell Avens, this item was deferred to the next meeting.

**Resolved** that the report be noted.

- iv) Jubilee Hall – The Parish Council considered an agreement with Gigaclear for Wifi at Jubilee Hall

**Resolved** that the agreement with Gigaclear be signed by the Clerk and Responsible Financial Officer.  
**Action TG**

#### **104/24 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 4 November 2024 for the bank accounts at Unity Trust Bank be noted;
- 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 31 October 2024 and the Unity Trust bank statements for October 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.

**105/24 Correspondence** – There was no further correspondence.

# BLOXHAM PARISH COUNCIL

## 106/24 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 107/24 & 108/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**107/24 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 and discussed at the next meeting.

**108/24 Staffing Matters** – The Clerk reported that the National Joint Council for Local Government Services had reached a pay agreement and advised on the increase in salary for the Clerk & Responsible Financial Officer, which was back dated to 1 April 2024.

**Resolved** that the report be noted and salary for the Clerk & Responsible Financial Officer be amended to reflect the agreed increase and it be back dated to April 2024. **Action TG**

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

**109/24 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 2 December 2024
- Monday 6 January 2025
- Monday 3 February 2025

## 110/24 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Parish Council Bank Accounts/Investments
- Responsibility for Defibrillators in the Village
- Remembrance Day 2025
- Biodiversity Area on Courtington Lane

(The meeting ended at 9.05pm)

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Chairman – 2 December 2024