

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING (ADVISORY) HELD ON ZOOM ON MONDAY 7 JUNE 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh: Councillors Joanna Barton, David Bunn, Steve Craggs, Sophie Floate, Daniel Goodwin, Stephen Phipps and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) District Councillor Adam Nell and nine members of the public.

APOLOGIES: District Councillors Mike Bishop and Andrew McHugh submitted their apologies.

The Chairman welcomed everyone to the meeting and requested Councillors to advise the Parish Council if they were recording the meeting, to enable this to be facilitated.

34/21 Declarations of Interest

Minute Number 40/21 – 21/01685/F, Retrospective, Bloxham School Playing Field, Banbury Road, Bloxham, 21/01505/F & 21/01476/LB, Stone Hill House, Stone Hill, Bloxham & 21/01779/F, Bloxham School, Banbury Road, Bloxham

Councillor Sophie Floate declared an interest in these three items because her husband was an employee at Bloxham School.

35/21 Minutes – Prior to the meeting, the minutes of the meeting held on 19 May 2021 had been circulated to the Parish Council and were taken as read.

Recommended that the minutes of the meeting held on 19 May 2021 be approved and signed by the Chairman.

Action LL/TG

36/21 Matters Arising

Minute Number 26/21 (ii), Environment/Village Matters – Signage on Bovis Estate – The Chairman reported that work was continuing on the signage for the Bovis estate.

Minute Number 23/21, Open Forum – The Chairman reported that he had not yet written to Edgar's with regard to their comments about Bloxham Parish Council in the Bloxham School Masterplan. However, this would be undertaken shortly.

37/21 Chairman's Announcements

- An email had been sent to Bloxham School to advise on the positive actions which the Bloxham Dog Walking Group had taken to discourage people from walking their dogs on the Bloxham School playing fields.
- A letter had been received from Bloxham Bowls Club thanking the Parish Council for the 2021/2022 grant.
- The Chairman had suggested to Bloxham School that a meeting be held with residents regarding their Masterplan. The Plan could not be changed now it was in place, but a meeting with residents and Parish Councillors might be useful to enable a better understanding of the Plan itself and the background to it. The Chairman would consult with Bloxham School again on the matter. **Action LL**

38/21 Open Forum – A member of the Bloxham Biodiversity Group thanked the Parish Council for supporting 'No Mow May.' In respect of the biodiversity areas, there were currently three in the village and the Group had made a request to the Clerk for further areas to be included. The Group would like the village map to be redrawn and would also be supporting 'The Big Green Week' in September 2021.

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A resident addressed the Parish Council in respect of planning applications 21/01505/F & 21/01476/LB at Stone Hill House and his objection highlighted a number of Bloxham Neighbourhood Development Plan policies which he felt the application was contrary to. These included BL5, BL9 and BL10.

A resident addressed the Parish Council with regard to the retrospective application 21/01685/F at Bloxham School Playing Field. The resident had circulated his objection to the Parish Council prior to the meeting and hoped that all Councillor had read it.

A resident addressed the Parish Council in respect of his objections to planning applications 21/01505/F & 21/01476/LB at Stone Hill House and the retrospective application 21/01685/F at Bloxham School Playing Field. He also expressed his frustration that residents had not been consulted on the Bloxham School Masterplan.

Bloxham School Bursar, Charlie Little, addressed the Parish Council and provided some background information on the School, the education sector and advised that the Masterplan was to ensure the School's long term future in the village.

(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)

39/21 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon and no reports from the District Councillors. However, District Councillor Adam Nell introduced himself to the Parish Council and advised that following a discussion with District Councillors Andrew McHugh and Mike Bishop, he would be taking the lead with Bloxham.

40/21 Planning

i) Planning Applications

- 21/01685/F, Retrospective, Bloxham School Playing Field, Banbury Road, Bloxham – The Parish Council considered a retrospective application for the installation of six cricket nets and bays.

Recommended that Bloxham Parish Council has no objections 21/01685/F, but would request the following conditions, should Cherwell District Council be minded to approve the application:

- 1) The cricket nets only be erected on the site from 1 April to 31 August;
 - 2) The cricket nets are not in use after 8pm; and
 - 3) A Community Use Plan be devised by Bloxham School to encourage engagement with the local community.
- ('Cricket nets' is a generic term for the whole structure)

Action TG

- 21/01505/F & 21/01476/LB, Stone Hill House, Stone Hill, Bloxham – The Parish Council considered an application for an extension of existing boarding house, through the reinstatement of part of the existing ruined coach house, the demolition of outbuildings, the erection of an extension and link structure (with associated alterations to Stone Hill House), insertion of internal wall, and associated works.

Recommended that Bloxham Parish Council has no objections to applications 21/01505/F & 21/01476/LB. **Action TG**

- 21/01779/F, Bloxham School, Banbury Road, Bloxham – The Parish Council considered an application for a replacement of a single storey building (nissen hut) with two single storey timber-clad buildings, and associated works

Recommended that Bloxham Parish Council has no objections to application 21/01779/F. **Action TG**

41/21 Finance

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- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment.

Recommended that the following accounts for payment be approved:

Came and Company – Parish Council Insurance	£913.63
Green Scythe Ltd – Grass Cutting at Jubilee Park	£338.19
GeoXphere – Parish Online	£240.00
Prysebros Ltd – Weed Control in the Village	£576.00
Upton Construction – Speed Hump at Jubilee Hall	£58.00
Theresa Goss – Salary and Expenses for June 2021	
HMRC Payment for June 2021	
Oxfordshire County Council – Clerk’s Pension for June 2021	
PR Lester – Maintenance of Noticeboards	£330.00
Information Commissioner – Annual Data Protection Fee	£40.00

- ii) Bank Reconciliation – Prior to the meeting, the bank reconciliation as at 7 June 2021 had been circulated to the Parish Council.

Recommended that the bank reconciliation be noted.

42/21 Parish Council Matters

- i) Vacancies – The Chairman reported that there was one application for co-option onto the Parish Council. Prior to the meeting, the Clerk had circulated the applicant’s CV and the Chairman invited the applicant to introduce himself to the Parish Council.

Recommended that Mr Mike Fenner be co-opted onto the Parish Council. **Action TG**

43/21 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 minute numbered 44/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

44/21 Jubilee Hall Project – The Parish Council considered three quotes for works to the roof and plumbing at Jubilee Hall.

Recommended that:

- 1) the report be noted;
- 2) the quote from Seckington and Whitehead be accepted and approved;
- 3) it be noted that five contractors were invited to submit a tender, but only three submitted a quote;
- 4) Cherwell District Council be advised of the tendering process to enable the release of the Section 106 funds;
- 5) an application for a new Building Regulations Certificate be submitted, if confirmed necessary by Cherwell District Council;
- 6) a request be submitted to the Jubilee Park Management Committee for a contribution of £10,000 towards the works, should the cost of the works to the roof and plumbing, not be covered by additional Section 106 funds;
- 7) the additional funding for the project, up to a maximum of £29,950 from Parish Council funds, be approved should the cost of the works to the roof and plumbing not be covered by additional Section 106 funds;
- 8) New Homes Bonus, previously allocated and unallocated, of £49,100 be reallocated to the Jubilee Hall project, should the cost of the works not be covered by additional Section 106 funds;
- 9) the Chairman, Vice-Chairman, Councillor Stephen Phipps and Clerk be authorised to progress the project with Ian Harban Consultants and Seckington and Whitehead; and

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- 10) if additional Section 106 funding is received from Cherwell District Council (over £35,000), the Chairman and Clerk be authorised to review and confirm the amounts required from the Jubilee Park Management Committee, New Homes Bonus and Parish Council funds.

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

- 45/21 Meeting Dates** – The Chairman reported that until further notice, Parish Council meetings would be held on Zoom. Residents are reminded that if they wish to attend, they should contact the Parish Clerk for the meeting details. The meetings would all commence at 7.30pm.

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

- Tuesday 22 June 2021
- Monday 5 July 2021 (Physical meeting if Government restrictions allow)
- Tuesday 20 July 2021
- Monday 2 August 2021
- Monday 6 September 201
- Tuesday 21 September 2021

46/21 Items for Future Agendas

- Goggs Tree works for Monday 6/9/2021
- Co-option Procedure (Sept 2021)
- Vehicle Activated Sign (VAS) A361
- Parish Council Responsibilities/Appointments to Other Bodies
- Replacement swings at Bloxham Recreation Ground
- Bloxham School Masterplan
- Bench in Gascoigne Way
- Signage for Bovis Estate
- Condition of the footpath next to Warriner School
- Memorial Tree for Geoff Mollard
- Additional grass verges to remain uncut

(Note: In accordance with Parish Council minute number 262/20 (ii), *'the Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline'* the Clerk and Responsible Financial Officer, confirms all of the decisions made during the advisory Parish Council meeting held on 7 June 2021).

(The meeting ended at 9.35pm)

Chairman – 22 June 2021