

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 16 FEBRUARY 2021 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs: Councillors David Bunn, Sophie Floate, Leonard Leigh, Gloria Lester-Stevens, Mike Morris, Stephen Phipps, Nick Rayner and Heather Westbury.

ALSO IN ATTENDANCE:

APOLOGIES: None.

Councillor Joanna Barton was not present.

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.

191/20 Declarations of Interest – There were no declarations of interest.

192/20 Minutes – Prior to the meeting, the minutes of the meeting held on 1 February 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 1 February 2021 be approved and signed by the Chairman.
Action TG

193/20 Matters Arising

Minute Number 178/20, Hobb Hill Footpath – Councillor Heather Watson reported that she had received an email from Mr Facon with regard to a proposal to adjust the route of the Hobb Hill footpath. Councillor Nick Rayner would advise Beth Rutterford, Footpaths Officer at Oxfordshire County Council that Mr Facon would be seeking her advice on the matter. **Action NR/HW**

194/20 Chairman's Announcements

- Virtual Meetings – Legislation which allowed virtual meetings ended on 7 May 2021. It was agreed that the Chairman and Vice-Chairman and Councillors Leonard Leigh and David Bunn would meet to discuss the implications and possible impact on the Parish Council. **Action TG/SC**
- The Winter Hardship Grant had been advertised in the village.
- A wall located in Cumberford had collapsed, but the road had now been reopened. The County Council and District Council were aware of the situation.

195/20 Open Forum – There were no residents present.

(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)

196/20 Reports from County and District Councillors – There were no reports from either the County or District Councillors.

197/20 Planning

- 20/03341/LB, Cumberford Cottage, Cumberford, Bloxham – The Parish Council considered an application for a place a woodburner stove within the existing open fireplace in the dining room.

Resolved that the Parish Council has no objections to application 20/03341/LB. **Action TG**

BLOXHAM PARISH COUNCIL

- 21/00284/F, 1 Greenhills Park, Bloxham – The Parish Council considered an application for a single storey rear extension, conversion of garage to office and the erection of new link room from proposed extension to proposed office.

Resolved that the Parish Council has no objections to application 21/00284/F. **Action TG**

198/20 Environment/Village Matters

- i) The Slade – The Chairman reported that the Warden at The Slade, Marie Jones, had been invited but was not able to attend the meeting. However her report provided an update on the work at the Local Nature Reserve.

Resolved that:

- 1) the report be noted;
 - 2) Marie Jones be thanked for her report and all her work at the Slade; **Action TG**
 - 3) expenditure on the following be approved:
 - Replacement timber to maintain boardwalk.
 - Small mammal survey stations
 - 4) delegated authority be given to the Chairman and the Clerk to approve the expenditure on the pole saw for pollarding willows; **Action MJ/SC/TG**
 - 5) it be noted that the signage on the north side has been started, but completion has been delayed by the Covid-19 lockdown; and
 - 6) Marie Jones be invited to attend a future meeting. **Action TG**
- ii) New Benches for the Village – The Chairman reported that three replacement benches were due to be installed in the village and the quote for the installation had now been received.

Resolved that:

- 1) three new benches be purchased from Glasdon UK and they be located at Cumberford, opposite Warriner School and on the corner of Milton Road and Barford Road;
 - 2) the quote for the repairs to the bench at Jubilee Park be approved; and **Action DB**
 - 3) the quote for the new base on the corner of Milton Road and Barford Road and the installation of the benches be approved. **Action TG**
- iii) Flooding – The Chairman gave an update on a proposal for a sand store in the village and he would provide an update at a future meeting.

Resolved that the report be noted.

199/20 Finance

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

Resolved that the following accounts for payment be approved:

Grass Cutting Jubilee Park	Green Scythe Ltd	£186.00
Internal Audit 2020-2021	Auditing Solutions Ltd	£252.00
Dehumidifier for Jubilee Hall	Stephen Phipps	£132.56
Plumber for Jubilee Hall	Bryan Curran	£100.00

BLOXHAM PARISH COUNCIL

- ii) Internal Auditor's Interim Report 2020/2021 – Prior to the meeting, the report and recommendations from the Internal Auditor had been circulated to the Parish Council.

Resolved that the report and recommendations be noted.

200/20 Parish Council Matters

- i) Parish Council Representatives – There were no reports.
- ii) Parish Council Responsibilities – The Chairman asked for volunteers for Parish Council roles.

Resolved that:

- Snow Warden – Chris Lilley, resident of the village had shown an interest in taking responsibility for this role. **Action NR**
- Financial Monitoring – Deferred to the next meeting. **Action TG**
- Biodiversity Group – A meeting of the Group had been held and Councillor Gloria Lester-Stevens would submit a report to the next meeting. **Action GLS**

201/20 Correspondence – There was no further correspondence.

202/20 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 203/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

203/20 Jubilee Hall Project – The Chairman and Councillor Stephen Phipps gave an update on the project at the Hall, following receipt of a letter from Jubilee Park Management Committee.

Resolved that:

- 1) the report and JPMC letter be noted;
- 2) the Parish Council will respond formally to the JPMC letter with clarifications and the Parish Council's position; **Action SC/TG**
- 3) the quote from Mr NC Upton, dated 16 February 2021, for £1488.00 for works to the drainage system be noted;
- 4) it be noted that the drainage system works of £1488.00 be funded by the Jubilee Park Management Committee as the Committee has accepted responsibility for the drainage;
- 5) it be confirmed that the Parish Council will fund the works within the tender for the roof, extraction system and verification of the insulation and it be funded from Section 106 funds;
- 6) it be confirmed that the Parish Council will pay the invoices for the recent emergency plumbing work (£100.00) and hire of a humidifier (£132.56);
- 7) a quote be obtained from an independent surveyor to assess the pipework (including the showers) and identify implementation issues that need to be resolved, for discussion at a future Parish Council meeting to determine how to respond to the results; **Action SC/TG**
- 8) the Parish Council will fund the cost of the pipework assessment (including the showers); and
- 9) clarification be sought from Ian Harban Consultants with regard to their project management role when the works commence. **Action SC**

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

204/20 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.

BLOXHAM PARISH COUNCIL

- Monday 1 March 2020
- Tuesday 16 March 2021
- Monday 29 March 2021
- Monday 12 April 2021
- Thursday 22 April 2021 (Bloxham Annual Parish Meeting)
- Wednesday 5 May 2021 (moved from 28th April)

205/20 Items for Future Agendas

- Goggs Tree works for Monday 6/9/2021
- Biodiversity Group Update

(The meeting ended at 9.50pm)

Chairman – 1 March 2021