

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD USING ZOOM ON TUESDAY 16 JUNE AT 7.30PM

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

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillor Christine Heath, the Village Footpath Officer, Rodney Kane and one member of the public.

**APOLOGIES:** Councillor Joanna Barton submitted her apologies because she was at work, the apologies were accepted and the absence authorised.

District Councillor Mike Bishop also submitted his apologies.

Councillor Amanda Baxter was not present.

The Chairman welcomed everyone to the meeting and advised Councillors that for security reasons, the facility to record the meeting on Zoom had been switched off.

**52/20 Declarations of Interest** – There were no declarations of interest.

**53/20 Minutes** – Prior to the meeting, the minutes of the meeting held on 1 June 2020 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 1 June 2020 be approved and signed by the Chairman.

**54/20 Matters Arising**

Minute Number 45/20 – Environment/Village Matters – Councillor David Bunn advised that free dog waste bags were available in Post office and also from Cherwell District Council.

**55/20 Chairman's Announcements** – There were no Chairman's Announcements.

**56/20 Open Forum** – No members of the public wished 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)*

**57/20 Circular Walk** – The Parish Council discussed the necessary amendments to the Circular Walk leaflet, following the closure of part of the permissive footpath, near to The Ridgeway.

Rodney Kane, the Bloxham Footpath Warden, gave an update on the permissive footpaths and advised that information on the short Circular Walk needed to be amended. This part of the Circular Walk near to The Ridgeway was integral as it led to other walks, including the longer Circular Walk and the village walks. Rodney also suggested that the leaflet could include updated information relating to The Slade.

**Resolved** that:

- 1) the report be noted;
- 2) updates be made to the on-line Circular Walk leaflet advising of the closure of part of the permissive footpath on the short Circular Walk;
- 3) it be noted that Rodney Kane has been correcting the Circular Walk signage along various routes;
- 4) Councillors David Bunn and Heather Westbury be appointed to work with the Footpath Warden to make appropriate amendments to the leaflet; and

## BLOXHAM PARISH COUNCIL

- 5) volunteers will be sought to assist with the leaflet amendments. **Action TG**

**58/20 Reports from County and District Councillors** – There was no report from County Councillor Kieron Mallon.

District Councillor Christine Heath would report during the next item relating to Miller Homes.

### **59/20 Planning**

- i) Planning Applications: None
- ii) Millers Homes Site, Tadmarton Road, Bloxham – District Councillor Christine Heath reported on the progress with the issues on the Miller Homes site and the meeting which had been held on Wednesday 10 June 2020. At that meeting, there were a number of issues which Miller Homes had agreed to complete quickly, but there had not yet been any progress. District Councillor Christine Heath and Councillor Stephen Phipps would continue to work with Miller Homes and Cherwell District Council officers to ensure the necessary works were completed.

**Resolved** that the report be noted.

- iii) Oxfordshire Open Thought/Oxfordshire Plan 2050 – The Parish Council considered a report on the Oxfordshire Open Thought consultation document.

**Resolved** that:

- 1) the report be noted;
- 2) Councillors Mike Morris & Stephen Phipps be appointed to draft the Parish Council's response; and **Action MM/SP**
- 3) Councillors pass any comments on the document to Councillors Mike Morris and Stephen Phipps. **Action ALL**

- iv) CPRE Consultation – The Parish Council consider a report on the Rural Transport Strategy, produced by the CPRE, which formed part of the Oxfordshire Open Thought consultation process.

**Resolved** that:

- 1) the report be noted;
- 2) Councillors Mike Morris & Stephen Phipps be appointed to draft the Parish Council's response; and **Action MM/SP**
- 3) Councillors pass any comments on the document to Councillors Mike Morris and Stephen Phipps. **Action ALL**

### **60/20 Village/Environment Matters**

- i) New Litter Bin – The Parish Council considered a request for a new litter bin, to be located in the Miller Homes Country Park.

**Resolved** that this item be deferred until the other issues on the Miller Homes site have been resolved.

- ii) Encouraging Biodiversity in the Village – The Parish Council considered a report which suggested ideas for encouraging biodiversity in the village.

**Resolved** that:

- 1) the report be noted;
- 2) trials in the areas opposite the primary school (under the trees) and opposite Warriner School to the hedge of Crabtree Close, be undertaken and seeds be purchased; and **Action GLS**
- 3) the ownership of these two areas of land be confirmed. **Action TG**

# BLOXHAM PARISH COUNCIL

## 61/20 Parish Council Matters

- i) Parish Council Representatives – There were no reports.

## 62/20 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:

Payments	Amount	Cheque No.
Prysebros Ltd - Weed control	£576.00	1742
Cotefield Treecare - Tree works at The Slade	£594.00	1743
Green Scythe Ltd - Grass cutting at Jubilee for May 2020	£332.40	1745
Information Commissioner - Annual Data Protection renewal	£40.00	1746

- ii) Parish Council Bank Accounts – Prior to the meeting, the Clerk had circulated a report to the Parish Council with regard to changing the Parish Council bank accounts from the Bank of Ireland to Unity Bank, to allow for on-line banking.

**Resolved** that;

- 1) the report be noted;
- 2) two Parish Council bank accounts with Bank of Ireland be closed;
- 3) two Parish Council bank accounts be opened with Unity Bank; and
- 4) the account signatories on the two Unity Bank accounts be approved as Councillors Steve Craggs, Leonard Leigh, Mike Morris and Nick Rayner and Clerk, Theresa Goss. **Action TG**

**63/20 Correspondence** – The Chairman reported that he had received a letter from a resident about the land to the rear of Rose Cottage. Following a discussion, it was agreed that the Parish Council could not take responsibility for maintaining this area of land. It was noted that the County Council has agreed to clear the drains and as a one-off to complete maintenance work to the boarding. It was also agreed that the ownership of The Goggs would be established. These actions would be communicated to the resident. **Action SC/TG**

## 64/20 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 65/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**65/20 Section 106 Project, Jubilee Hall** – Prior to the meeting, Councillor Stephen Phipps circulated a report to the Parish Council on the current situation with the contractors at Jubilee Hall, SCM.

**Resolved** that measures be taken to try and bring the project to a conclusion. **Action SC/SP**

**66/20 Meeting Dates** – The Chairman reported that until further notice, Parish Council meetings would be virtual meetings 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.

However due to the current situation with Covid-19, the Chairman also highlighted that these meeting dates are subject to change at short notice and details would be published on the Parish Council web site.

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

- Monday 6 July 2020
- Tuesday 14 July 2020

## **BLOXHAM PARISH COUNCIL**

- Monday 3 August 2020 (Only one meeting in August 2020)
- Monday 7 September 2020
- Wednesday 16 September 2020
- Monday 5 October 2020
- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020 (Only one meeting in December 2020)

### **67/20 Items for Future Agendas**

- Dog Friendly Stiles
- Play equipment at Bloxham Recreation Ground
- Millers Homes Site, Tadmarton Road, Bloxham
- Bus Stop Infrastructure
- Oxfordshire Open Thought/Oxfordshire Plan 2050 & CPRE Consultation on Rural Transport
- Maintenance and ownership of The Goggs
- Traffic Calming Working Group Update

(The meeting ended at 9.25pm)

---

Chairman – 6 July 2020