

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON TUESDAY 21 SEPTEMBER 2021 AT 7.30PM

**PRESENT:** Councillors Agnes Balassa, David Bunn, Daniel Goodwin and Stephen Phipps.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell, Charlie Little, Bursar at Bloxham School and Rowena Rouse, Bloxham Biodiversity Group.

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

Parish Councillor Sophie Floate submitted her apologies because she was at work, the apologies were accepted and the absence authorised.

Parish Councillor Mike Fenner submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

Parish Councillor Leonard Leigh (Chairman) submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Parish Councillor Nick Rayner submitted his apologies because he had another appointment, the apologies were accepted and the absence authorised.

In the absence of the Chairman, Councillor David Bunn chaired the meeting.

**125/21 Declarations of Interest** – There were no declarations of interest.

**126/21 Minutes** – Prior to the meeting, the minutes of the meeting held on 6 September 2021 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 6 September 2021 be approved and signed by the Chairman.  
**Action DB/TG**

### **127/21 Matters Arising**

Minute Number 116/30 (iv) - Oxfordshire 2050 – Councillor Daniel Goodwin reported that a draft response to the consultation would be circulated to Councillors, prior to the Parish Council meeting on 4 October 2021.

Councillor Goodwin had also attended an online briefing on the Cherwell Local Plan Options Paper. This would be published formally on 29 September 2021 and the consultation would run for 6 weeks, closing in early November 2021.

The Options Paper included numerous sites for development in the village, but they had not all been deemed as suitable. A draft response to the consultation would be circulated prior to the Parish Council discussing it at the meeting on 19 October 2021. It may be necessary for Councillors to hold a separate informal meeting to discuss the Options Paper and this would be discussed with Councillor Leonard Leigh on his return. **Action DG**

### **128/21 Chairman's Announcements**

- Gigaclear – There was a meeting on Zoom at 730pm on Thursday 23 September 2021 with regard to the Gigaclear fibre broadband roll out in the village. All Councillors were invited to attend.
- Planning Training – This training was being held on 14 October 2021 at 630pm at Jubilee Hall and also on 21 October 2021 at 630pm on Zoom.
- Hedgehogs Signs – These had now been erected around the village.
- St Mary's Thursday Club, Parish Council representative – Councillor Agnes Balassa expressed an interest in obtaining more information on the role with a view to possibly becoming the Parish Council's representative on the Management Committee. **Action TG/AB**

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- Land Adjacent to Bloxham Mill – This land was being maintained by Miller Homes and it was suggested it could be used as allotment land.
- New Signage at The Slade – There had been an issue with dogs being let off their leads at The Slade. However there was now a new map of the site, which contained a sign requesting ‘Please Keep Dogs on Leads’. This signage was now at both entrances to The Slade.
- Parking on Courtington Lane – Councillor Leonard Leigh had written to Bloxham School with regard to this issue. The Chairman highlighted that there were two parking issues to address. These were nuisance parking and dangerous parking and would be picked up by the Traffic Calming Working Group.

Charlie Little confirmed that he had contacted staff about the issues on Courtington Lane and other areas of the village and this would be monitored. He also advised that if planning permission was granted for the School's new car park, then this would help to alleviate the situation.

**128/21 Open Forum** – Councillor Agnes Balassa reported that wheelie bins were being left out the front of the houses on the Bovis estate. The Chairman advised that the Parish Council was not able to insist that residents put their wheelie bins away or take any enforcement action, however it was an issue in other parts of the village and requests to all residents had been included in the Broadsheet.

Councillor David Bunn reported that a hedge along the A361 from The Red Lion to the War Memorial was overgrowing the boundary and blocking the footpath and the same issue was occurring on the A361 from Cumberford to the Bloxham Recreation Ground. The Clerk would report these to Oxfordshire County Council's Fix My Street web site. **Action TG**

It was also reported that stinging nettles were growing over the footpath along the The Gogs. The Clerk would report this matter to the County Council too. **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)*

**129/21 Reports from County and District Councillors** – District Councillor Adam Nell reported on the Cherwell District Council Local Plan and Oxfordshire 2050 and encouraged the Parish Council to respond to the consultations.

Councillor Nell also reported on the financial issues at Cherwell District Council due to the pandemic and funds were running low for the next two years and could impact on services.

Staff were slowly starting to go back to work in Bodicote House, but it was not yet at full capacity. Committees were now meeting in person again.

Councillor Stephen Phipps asked Councillor Nell about the reserves which Cherwell District had available. Councillor Nell reported that the Accounts and Audit Committee would be meeting the next day and the papers were available on CDC's web site.

Councillor Daniel Goodwin emphasised that the presentation by CDC on the Local Plan had been very good and staff had been very helpful. Moving forward, there would be more events for Town and Parish Councils.

Charlie Little asked whether Bloxham School could work with the Parish Council on the Local Plan, Oxfordshire 2050 and Oxford-Cambridge Arc. Councillor Goodwin advised that the responses could be shared with the School.

**130/21 Bloxham School** – Charlie Little circulated draft terms of reference for a ‘Bloxham School Community Information Sharing Group’ to improve the communication and relationships between local stakeholders and residents.

Mr Little advised that the document was a first draft and it was agreed that it was a good starting point to move the Group forward.

The Chairman reported that the terms of reference would be included on the agenda for the Parish Council meeting on 4 October 2021 and the Parish Council representatives would also be confirmed at that meeting.

The Chairman thanked Mr Little for attending the meeting.

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**131/21 Bloxham Biodiversity Group** – Hanna Rees-Jones from the Biodiversity Group attended the meeting to discuss the three trial biodiversity areas, which had been agreed by the Parish Council.

There was a discussion about their Management Plan, which had been circulated prior to the meeting, as well as the grass cutting schedule for the trial areas. The Biodiversity Group were looking for more volunteers and hoped to recruit them during 'The Big Green Week'.

It was agreed that the Group would investigate the grass cutting requirements between the current time and March 2022 and then contact the Clerk with the details.

It was also agreed that the surplus seeds would be offered to the Primary School. The School would also be invited to ask the children to design signage for the biodiversity areas to make residents aware of the work which was being undertaken.

The Chairman thanked Ms Rees-Jones for her presentation and for attending the meeting.

### 132/21 Planning

- i) 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.

- ii) Planning Applications

- 21/02859/F, 6 Greenhills Park Bloxham – The Parish Council considered an application for a single storey side and rear extension, conversion of part of the garage to habitable accommodation and to raise the flat roof of the garage building.

**Resolved** that the Parish Council has no objections to application 21/02859/F. **Action TG**

### 133/21 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:

Green Scythe Ltd – Grass cutting at Jubilee Park	£338.18
Hanna Rees-Jones – Seeds for wild flower areas	£68.53

### 134/21 Parish Council Matters

- i) Vacancies – The Chairman reported that there were no applications for co-option onto the Parish Council.

**Resolved** that the vacancies continue to be advertised. **Action TG**

- ii) Recruiting Candidates for Elections 2022 and Co-option Procedure – Prior to the meeting, Councillor Daniel Goodwin had circulated to the Parish Council, a proposal for recruiting candidates for the elections in 2022 and also for co-options.

**Resolved** that a procedure for recruiting candidates for elections in 2022 and co-options be progressed.  
**Action TG/DB**

- iii) Drop-In and Chat – Councillor Daniel Goodwin reported that no residents had attended the Drop-In and Chat session on 11 September 2021.

**Resolved** that the report be noted.

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- iv) Traffic Calming Working Group – The Parish Council received an update on the meeting held on 14 September 2021. Minutes of the meeting had been circulated to the Parish Council prior to the meeting.

The only attendees at the meeting were Councillors David Bunn, Leonard Leigh and Stephen Phipps. None of the members of the public who had expressed an interest and had been contacted by the Clerk, attended the meeting.

**Resolved** that the report be noted and the recommendations from the Working Group be discussed at a future meeting. **Action TG**

**135/21 Correspondence** – The Clerk reported on the receipt of a complaint from a member of the public with regard to overflowing litter bins outside of the shops on High Street. The Clerk had contacted Cherwell District Council who had agreed to address the issue.

### **136/21 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 minutes numbered 137/21 & 138/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**137/21 Bloxham Recreation Ground Pavilion** – The Parish Council discussed quotes for works to Bloxham Recreation Ground Pavilion, to be funded from Section 106 monies, secured as part of the oak Farm Phase 2 development in Milcombe.

**Resolved** that:

- 1) the quotes for the works to the changing rooms and toilets be approved and forwarded to Cherwell District Council with a request to authorise the release of the Section 106 funds from the Oak Farm development in Milcombe; and
  - 2) the quote from Hawkins for works to the roof be noted and the Bloxham Recreation Ground Trustees be requested to obtain two further quotes and advice on whether the roof should be replaced or maintained.
- Action TG**

**138/21 Jubilee Hall Project** – The Chairman gave an update on the Jubilee Hall project.

**Resolved** that the report be noted.

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

**139/21 Meeting Dates** – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

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

- Monday 4 October 2021
- Tuesday 19 October 2021
- Monday 1 November 2021
- Tuesday 16 November 2021
- Monday 6 December 2021

### **140/21 Items for Future Agendas**

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School

## **BLOXHAM PARISH COUNCIL**

- 'Good Neighbour' Leaflet
- Bloxham School Community Information Group Terms of Reference and Membership
- Traffic Calming WG Minutes

(The meeting ended at 9.50pm)

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Chairman – 4 October 2021