

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 3 APRIL 2023 AT 7.00PM

**PRESENT:** Chairman, Councillor David Bunn; Councillors Stuart Begg, Steve Craggs, Richard Boyce and Mike Fenner.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), District Councillor David Hingley and eight members of the public.

**181/22 Apologies** – Parish Councillor Russell Avens submitted his apologies because he was on holiday. Councillor Joanna Barton submitted her apologies because she was at work.

Apologies were also received from County Councillor Kieron Mallon.

**Resolved** that the apologies from Parish Councillors Russell Avens and Joanna Barton be authorised and the absences approved.

**182/22 Declarations of Interest** – There were no declarations of interest.

**183/22 Minutes** – Prior to the meeting, the minutes of the meeting held on 6 March 2023 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 6 March 2023 be approved and signed by the Chairman.

### 184/22 Matters Arising

Minute Number 169/22, Matters Arising, Blocked Drains – The Chairman reported that the four blocked drains on Tadmerton Road had not yet been cleared and he would follow this up with the County Council. However, he was pleased to report that the drain outside Bloxham Museum had been cleared.

Cherwell District Council had also been requested to complete road sweeping on Tadmerton Road and Courtington Lane to clear the straw and other farm debris as this would assist with keeping the drains clear.

Minute Number 169/22 – Matters Arising, Air Quality – The Chairman advised that Richard Webb was the officer at Cherwell District Council who dealt with air quality. This matter would be included as a future agenda item and Mr Webb, or his colleague, would be invited to the Parish Council meeting. **Action TG/DB**

### 185/22 Chairman's Announcements

- Smith Family Memorial – This matter was still ongoing.
- Proposed Re-Naming of Bloxham Recreation Ground in Memory of David Tyrrell – The Parish Council confirmed that it did not have any objections to the Trustees renaming Bloxham Recreation Ground.
- Amazon Insurance Claim – The claim was still ongoing and an offer had been made to the Parish Council of £720. However, the Chairman would go back to Amazon and request that this be increased to £790.00. **Action DB**
- Steeple Close Gully – This blocked gully had been reported in August 2022 and the work had now been completed.
- Community Speedwatch – Five of the seven signs had been ordered and these would be erected around the village in the areas authorised by Thames Valley Police. In addition, the mobile Speed Indication Device (SID) had been ordered and the unit could be moved to various locations around the village. The VAS on Milton Road was currently not working and this would be reported to Westcotec. **Action DB/TG**
- Rural Community Forum – A meeting had been held the previous week with Thames Valley Police and other Parish Councils and there had been discussions about vandalism and anti-social behaviour affecting a number of villages around the Banbury area. This included issues with nitric oxide abuse. It had been agreed at the meeting, that communications from the Police needed to be improved and there were now four Community Wardens supplied by Cherwell District Council, who monitored the District, in conjunction with the PCSO's. It was hoped that the appointment of the Community Wardens would improve communications with the public.

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- Drop-In and Chat – The session in June would be themed on Neighbourhood Policing, but a date was yet to be finalised.
- Overhanging Trees/Hedges – The residents of Humber House had been requested to cut back the trees/hedges from their property which were obstructing the footpath.
- Public Right of Way – Bertie Facon had submitted a request to the County Council to change the route of the footpath across Hobb Hill and towards Ells Lane. This would be discussed at the next meeting of the Parish Council. **Action TG**

**186/22 Open Forum** – A resident reported that St Mary's Church was now closing at 3pm due to on-going vandalism and anti-social behaviour which was taking place when the children finished school for the day. There was a need to engage with the Neighbourhood Policing Team and Thames Valley Police had confirmed they would increase their patrols.

A resident reported that the drain on Tadmarton Road (opposite the post box) was blocked and this had been reported to the County Council three times. The Chairman agreed to check the drain and contact the County Council directly. **Action DB**

A resident also reported that the road markings at the mini-roundabout on A361 were fading and it was confirmed this had already been reported to the County Council.

The residents were thanked for their contributions.

*(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)*

**187/22 Reports from County and District Councillors** – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council.

District Councillor David Hingley reported that he was seeking clarification on a number of points regarding the Ells Lane planning application, which had recently been refused by Cherwell District Council. The Local Plan consultation had been deferred until at least the summer, when the local elections had taken place.

Councillor Hingley highlighted that he supported the Parish Council's comments in objection to the proposal in the Banbury Cycling and Walking Infrastructure Plan regarding additional lighting on Bloxham Grove Road.

In addition, the Parish Liaison Meeting was being held at Cherwell District Council on 14 June 2023 at Cherwell DC and photo ID was now required to be able to vote at the elections.

**Resolved** that the reports be noted.

**188/22 Proposed Development on Tadmarton Road** – The Chairman raised the proposed application by Gladman for 60 houses on Tadmarton Road.

There was a lengthy discussion with residents on this matter and further discussions would take place once the planning application had been submitted to Cherwell District Council.

**Resolved** that the report be noted.

**189/22 Environment/Village Matters**

- i) Burial Ground – The Clerk reported that CDS Group had produced a report suggesting a number of sites for a new burial ground in Bloxham and there was a follow-up meeting with the consultants on 17 April 2023.

**Resolved** that the report be noted.

- ii) Railings Over the Parapet in Old Bridge Road – The Parish Council discussed whether investigations should be made into installing railings over the bridge parapet in Old Bridge Road. This matter had been raised by a resident following an accident at the site in 2013.

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**Resolved** that the installation of railings over the parapet in Old Bridge Road, not be progressed.

- iii) Bench on The Green – Councillor Richard Boyce advised that there was no further update on the maintenance/repairs to the bench.

**Resolved** that the report be noted.

- iv) 20mph Speed Restrictions in Bloxham – The Parish Council discussed the proposals for the 20mph speed restrictions in Bloxham and whether it should progress with the roads identified by the County Council's draft plan. If these were progressed, the roads identified in the plan, would form the basis of the formal consultation process.

**Resolved** that the County Council be requested to progress the formal consultation process for the 20mph speed restrictions in Bloxham, on the roads indicated on their plans. **Action TG**

- v) Weight Restrictions Engagement – The Parish Council discussed Oxfordshire County Council's consultation on weight restrictions, including specific proposals for Milcombe.

**Resolved** that:

- 1) no comments be made on the proposed weight limit in New Road, Milcombe; and
- 2) Councillor Richard Boyce to forward a response on weight limits for Bloxham, to the Clerk for submission to the County Council. **Action RB**

- vi) Annual Parish Meeting (APM) – The Parish Council discussed the agenda for the APM being held on Wednesday 26 April 2023 at 7pm and Councillor Steve Craggs agreed to assist with the presentation on the Parish Council finances.

**Resolved** that the report be noted and the WI be approached to serve refreshments at the Annual Parish Meeting. **Action TG**

- vii) Defibrillator Training – The Parish Council discussed arranging a training session for the community on how to use a defibrillator.

**Resolved** that a defibrillator training session be arranged for Saturday 10 June 2023 at Jubilee Hall from 9am to 12 noon. **Action TG**

- viii) St Mary's Church – The Parish Council received an update from Councillor Steve Craggs on the improvement project at St Mary's Church.

The 'Build Our Future' project had raised the £500,000 which it required and work had now started. There would be no impact on the Church services during the works. Thames Water be installing a pipe across the A361 during the course of the works and Councillor Craggs reassured the Parish Council that the new pipes would not affect the graves in the Church Yard or disturb them in any way.

Councillor Craggs shared a plan of the new layout of the Church and as part of the project, there would be two new toilets in the Church, one of these being a disabled toilet, as well as a kitchen.

There had also been a lot of vandalism in the Church recently, as well as thefts and anti-social behaviour. The new Head Teacher at Warriner School had been very helpful with identifying the culprits. It was hoped that the new cameras located in the porch would act as deterrent and the PCC was working on other measures to address the issue.

**Resolved** that the report be noted.

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### 190/22 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:

23/00220/F 21 Brookside Way, Bloxham

Two storey front extension enlarging lounge to ground floor and bedrooms to first floor, with internal alterations. Creation of new covered integral porch. New flat roofed double garage.

23/00405/TCA Grey Roofs, Kings Road, Bloxham  
Tree works

23/00297/F Hobbit, Banbury Road, Bloxham  
Proposed standalone cabin in the front drive for use as a home office

22/03395/F Bloxham Dental Practice, Godswell House, Church Street, Bloxham  
Single storey extension to provide additional dental treatment rooms and staff facilities in coordination with internal phased alterations. In addition to new hard landscaping to extend parking spaces and temporary provisions for a staff site cabin for use during the proposed phased construction

23/00510/F Hornton House, Chapel Street, Bloxham,  
Variation of Conditions 2 (plans) and 6 (traditional eaves and verge details) of 22/00975/F - Minor revisions to the proposed scheme, including a single storey pitched roof element to the side extension and other small external amendments to suit a revised internal ground floor layout. Please see attached drawings 2229-PL-01, PL-02 & PL-03 for details. Condition 6 requires the development to be constructed with no fascias or bargeboards. The existing property has painted timber fascias/soffits and the intention is to match this detail on the proposed extensions where relevant, so this application requests an amendment to the wording of the condition

**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:

23/00309/F Pitts Orchard, Cumberford, Bloxham

Extension and conversion of existing detached garage into annexe accommodation, convert shed into home office and single storey dining room extension to rear of property

23/00663/F Side Acre, Queen Street, Bloxham,

New 3 bay oak framed garage (amendments to previously approved scheme 22/00168/F)

23/00698/LB Hill Cottage, Workhouse Lane, Bloxham  
Erection of detached carport/garage

23/00697/TCA Walnut Tree House Goose Walk Bloxham

1. Walnut tree by house - to be crown reduced by 1m to allow more light into the property and reduce it away from the house

2. Indian Horse Chestnut - with bleeding canker disease. To fell

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- 23/00663/F Side Acre, Queen Street, Bloxham,  
New 3 bay oak framed garage (amendments to previously approved scheme 22/00168/F)
- 23/00178/F Hill Cottage, Workhouse Lane, Bloxham,  
Erection of detached carport/garage
- 23/00820/LB & Grey Roofs, Kings Road, Bloxham,  
23/00819/F Creation of new openings and alterations to existing openings; removal of modern  
elements and insertion of stud walls; conversion of rear range to create of boots / utility  
rooms; removal of porch (Resubmission of 22/03725/LB)

- 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.

### 191/22 Parish Council Matters

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

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

- ii) Drop-In and Chat – Prior to the meeting, a report on the Drop-In and Chat held on 11 March 2023, had been circulated to the Parish Council and was available on the web site.

**Resolved** that the report be noted and the session on Saturday 8 April 2023 be cancelled because it is Easter Saturday.

- iii) Staffing Committee 2022/2023 – The Parish Council discussed the appointment of members to the Staffing Committee for 2022/2023.

**Resolved** that the Chairman, Vice-Chairman and Councillors Mike Fenner and Richard Boyce be appointed to the Staffing Committee. **Action TG**

### 192/22 Finance

- i) Accounts for Payment/Uncashed Payments and Income - The Clerk submitted to the Parish Council, the accounts for payment, uncashed payments and the income since that last meeting.

**Resolved** that the income since the last meeting and the uncashed payments be noted and the following accounts for payments be approved:

Enix Ltd Bank - Email Hosting	£5.99
Theresa Goss – Salary for April 2023	
HMRC – Payment for April 2023	
Oxfordshire County Council – Clerks Pension for April 2023	
Jubilee Park Management Committee – Room Hire	£20.00
Seckington and Whitehead – Roofing at Bloxham Recreation Ground	£25,200
CDS Group Ltd – Consultants for a new Burial Ground in Bloxham	£4200
TaxAssist Accountants – Payroll Services for 2023/2024	£322.64
Nigel Prickett – Work on land in Queen Street	£168.00
Oxfordshire Playing Fields Association – Annual Subs	£56.00
Angel Electrical Services – Work at Jubilee Hall	£355.20

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Aplins Solicitors – Land in Gascoigne Way	£637.20
Edge Signs Ltd – Signs for Community Speedwatch	£173.70
Wicksteed Leisure – Annual Inspection of Bloxham Recreation Ground play area	£144.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 3 April 2023.

**Resolved** that the bank reconciliation as at 6 March 2023 be noted.

- iii) Bloxham Recreation Ground Roofing Project – The Parish Council discussed contributing half of the contingency budget for the project, which would be £1651.05. Bloxham Recreation Ground Trustees would also contribute the same amount.

**Resolved** that the contingency budget of £1651.05 for the Bloxham Recreation Ground roofing project, be approved.

- iv) Report of the Parish Remuneration Panel 203/2024 – The Parish Council considered the report from the Independent Parish Remuneration Panel with regard to Members Allowances for Parish Councillors for 2023/2024.

**Resolved** that no allowances be paid to Councillors for 2023/2024, except for travel and subsistence, on production of receipts.

**193/22 Correspondence** – County Councillor Kieron Mallon had advised the Parish Council on the boundary review which had been undertaken at Oxfordshire County Council.

**194/22 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.

- Wednesday 26 April 2023 (Annual Parish Meeting)
- Tuesday 9 May 2023
- Monday 6 June 2023
- Monday 3 July 2023
- Monday 7 August 2023

### **195/22 Items for Future Agendas/Items of Information**

- Traffic Calming Working Group
- Queen Street Land
- Air Quality Review
- Investing Parish Council Funds
- Bloxham Biodiversity
- Public Right of Way on Hobb Hill

(The meeting ended at 9.00 pm)

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Chairman – 9 May 2023