

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 3 OCTOBER 2022 AT 7.30PM

PRESENT: Chairman, Councillor David Bunn; Councillors Russell Avens, Richard Boyce and Mike Fenner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Kieron Mallon, District Councillors Adam Nell and David Hingley and two members of the public.

89/22 Apologies – Councillor Joanna Barton submitted her apologies because she was unwell.

Resolved that the apologies from Parish Councillor Joanna Barton be accepted and the absence authorised.

90/22 Declarations of Interest – There were no declarations of interest.

91/22 Minutes – Prior to the meeting, the minutes of the meeting held on 5 September 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 5 September 2022 be approved and signed by the Chairman.

92/22 Matters Arising – There were no matters arising.

93/22 Chairman's Announcements

- Update on Graffiti at Jubilee Park Play Area – The Jubilee Park Management Committee had not yet received a reply from the play equipment supplier with confirmation that cleaning the swing seat again would not cause any health and safety issues. If a response was not received soon, the swing seat would be replaced. **Action DB**
- Remembrance Sunday Parade – There had been a meeting with the Royal British Legion and a process was in place which detailed all the steps the relevant organisations and volunteers would undertake for the Parade to go ahead. The Clerk confirmed that she had completed the Parish Council's tasks and had been in touch with the other parties involved.
- Christmas Lights and Christmas Tree – There would not be any uplighters at Bloxham School this year but there would be extra lights on Christmas tree. The tree had been ordered from John Wyatt and power supply for the lights had been agreed with the residents. The lights and tree would be erected around the end of November 2022.
- Double Yellow Lines on Courtington Lane – The consultation process for the Traffic Regulation Order (TRO) was quite expensive, therefore it was suggested that it could be linked in with the TRO for the proposed new disabled bay outside the shops on High Street. County Councillor Kieron Mallon asked that the information on the disabled bay be forwarded to him and he would follow up this request with the County Council Officers. **Action TG/KM**
The Chairman advised that he would be arranging a site meeting with Dave Catling from the County Council to discuss traffic calming issues and Councillor Mallon agreed to attend that meeting too. **Action DB**
- HM The Queen, Book of Condolence – It had been suggested that the Book could be stored at St Mary's Church, however it was now going to be placed in Bloxham Museum and the Vicar, Dale Gingrich would be arranging this.

94/22 Open Forum – The Chairman reported that the lollipop lady, who was usually located by the Primary School, had not been there for a while. The Chairman had contacted the School for further information and was waiting for a response.

(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)

95/22 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council. Councillor Mallon advised that there would be a County Council boundary review before the 2025 elections and the Parish Council would be consulted in due course.

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District Councillor David Hingley reported that Cherwell District Council's Parish Liaison Meeting was being held at 6pm on 17 November 2022 and Code of Conduct training was being held on 23 November 2022. The Local Plan review was progressing and there was an event for Councillors at Bodicote House on Wednesday 19 October 2022, 7.00pm to 8.30pm.

Councillor Hingley also advised that Adderbury Parish Council was arranging an event for Ukrainian families living in the area and this would be held at Church House, High Street, Adderbury. A date was yet to be agreed.

In addition, there were a number of planning applications being submitted to Cherwell District Council for 5G masts in villages in the Cherwell area. Therefore, it was likely an application would be submitted in Bloxham at some point.

The 'Great Big Green Week' in Bloxham had gone very well and Councillor Hingley thanked the Parish Council for its support.

District Councillor Adam Nell reported that Cherwell District Council (CDC) had been set the budget for 2023/2024 and it was very similar to the 2022/2023 budget. All services would be retained and there would be no impact on residents.

Cherwell DC had an initiative called 'Homes for Ukraine' and was spending circa £500,000 over next few months to provide support to Ukrainians who had come to the Cherwell area.

Due to cost of living crisis, CDC was providing subsidies for residents who were struggling to manage their bills, by providing food vouchers and other support, as well as local warm spaces, in Bicester and Banbury and surrounding villages. CDC had committed £250,000 to this initiative and would be using its reserves to fund it. There was further information on the CDC web site.

Councillor Nell also reported that the Domestic Abuse Strategy had been reviewed and more money was being allocated to it.

The results of air quality survey for Banbury had been pleasing. The quality of the air had improved in the majority of areas, with the only area above the statutory target, being Henef Way. Other areas of the District could apply to have a Survey and the Clerk was advised to apply through the District Councillors. **Action TG**

The Councillors were thanked for their reports.

Resolved that the reports be noted.

96/22 Environment/Village Matters

- i) Burial Ground – The Clerk provided an update on the discussions with the PCC regarding a new burial ground in Bloxham. The Clerk and Parish Councillor Joanna Barton had met with Nicky Halford, Cemetery Officer at Banbury Town Council for advice. Following that meeting, the Clerk had spoken to a consultant who would be providing the Parish Council with information about their services and the costs.

Resolved that the report be noted.

- ii) Community Speed Watch Scheme – The Parish Council discussed the Community Speed Watch Scheme in the village and the Clerk advised that there were approximately 16 volunteers. Once additional information had been received from PC Lee Turnham at Thames Valley Police, a meeting for the volunteers would be arranged.

Resolved that the Community Speed Watch Volunteers be invited to attend the Drop-In and Chat session on Saturday 8 October 2022, which is specifically about traffic calming. **Action TG**

- iii) Tree Works at The Gogs – The Parish Council discussed tree works at The Gogs and considered a quote from Cotefield Treecare Ltd.

Resolved that:

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- 1) the quote from Cotefield Treecare Ltd for £876.00 plus VAT, for the reduction of the crown on the Alder tree, be approved; and **Action TG/DB**
 - 2) the quote for the pollarding of the willow tree not be accepted at this time and the tree be kept under review, possibly carrying out the work in 2023.
- iv) Steeple Close Gully Pit – The Chairman had reported this matter to the County Council and he was now following it up with the County Council's Highways Officer. It had been included in a programme of works, however the Chairman had requested clarification of when the works would be completed.

Resolved that the report be noted.

97/22 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:

- | | |
|--------------|---|
| 22/02047/F | Gogs Hill, Little Green, Bloxham
Application for new entrance door, windows and internal alterations to make a first floor treatment room (Class E (e) – householder exemption) in existing 2 storey garage building |
| 22/02800/TCA | Stone Hill House, Stone Hill, Bloxham
Tree works |
| 22/02506/TCA | The Shippon, The Ridgeway, Bloxham,
Tree works |
| 22/02588/TCA | Mole Cottage, 7 Merrivales Lane, Bloxham
Tree works |
| 22/02645/F | 28 Gascoigne Way, Bloxham,
First floor side bedroom extension |

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:

- | | |
|--------------|---|
| 22/02806/TCA | Great Hall, Bloxham School, Banbury Road, Bloxham,
Tree works |
| 22/02803/F | 12 Darby Close, Bloxham,
Conversion of existing double garage to create new kitchen/diner, living room, utility and storage |
| 22/02744/F | Ellen Hinde Memorial Hall, Chapel Street, Bloxham
Single storey rear extension - re-submission of 18/00042/F Traffic management plan? |

- 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.

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98/22 Parish Council Matters

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

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

- ii) Drop-In and Chat – Councillor Richard Boyce reported that three residents had attended the session held on 10 September 2022. Issues which had been raised included air quality, repairs to the seat at the War Memorial (which had been bought by a resident) and issues with gullies.

Resolved that the report be noted.

99/22 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:

Eco Web Hosting - Email Hosting	£5.99
Theresa Goss – Salary for October 2022	
HMRC – Payment for October 2022	
Oxfordshire County Council – Clerks Pension for October 2022	
Ellen Hinde Hall – Annual Rent for Storage	£125.00
Ellen Hinde Hall – Grant 2022/2023 (Part payment)	£254.00
Starboard Software Systems – Scribe Accounts Annual Fee	£777.60
Wicksteed Leisure – Play equipment at Bloxham Recreation Ground	£TBC
Bloxham Biodiversity – The Big Green Week Grant	£300.00
Bourton Drain Services Ltd – Clear drains at Jubilee Park	£180.00
Theresa Goss – Postage for Community Speed Watch Letters	£32.54
OALC – Training for Councillor Richard Boyce	£132.00
OALC – Training for Councillor R Avens	£132.00
Nigel Prickett – Grass Cutting for September 2022	£774.00
Unity Trust Bank – Service Charge	£26.55
Unity Trust Bank – Cheque Fee	£0.30
Theresa Goss – Union Jack flags	£58.79

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 3 October 2022.

Resolved that the bank reconciliation as at 3 October 2022 be noted.

- iii) Budget Monitoring – The Parish Council considered the budget monitoring report from April to October 2022.

Resolved that the budget monitoring report from April to October 2022 be noted.

- v) Cherry Tree Centre – The Parish Council discussed the Community Donation to the Cherry Tree Centre from 2024/2025 onwards. Two representatives from the Centre/Primary School attended the meeting and provided further details about the Centre and County Councillor Kieron Mallon also gave his support.

Resolved that:

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- 1) the report be noted;
- 2) the Cherry Tree Centre to provide financial information to the Parish Council, including other sources of funding; and
- 3) the Cherry Tree Centre to organise a meeting with the Parish Council and the Feoffees to discuss future grant funding.

100/22 Correspondence – There was no further correspondence.

101/22 Meeting Dates – The Chairman reported that the next Parish Council meeting would be held at Jubilee Hall, Barley Close, 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 7 November 2022
- Monday 5 December 2022

102/22 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Queen Street Land
- Energy Crisis
- New Bench at Jubilee Park, donated by the WI
- Conclusion of 2021-2022 Audit

(The meeting ended at 9.15pm)

Chairman – 7 November 2022