

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 4 APRIL 2022 AT 7.30PM

**PRESENT:** Chairman, Councillor Leonard Leigh; Councillors David Bunn, Mike Fenner and Stephen Phipps.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell and one member of the public.

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

District Councillor Andrew McHugh.

**254/21 Declarations of Interest** – There were no declarations of interest.

**255/21 Minutes** – Prior to the meeting, the minutes of the meeting held on 7 March 2022 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 7 March 2022 be approved and signed by the Chairman.

### **256/21 Matters Arising**

Minute Number 244/21, Reports from County and District Councillors – The Chairman advised that the Local Cycling and Walking Infrastructure Plan consultation been delayed.

Minute Number 245/21 (iii), Village Matters – The Chairman had contacted the resident of Dursley on Banbury Road and they had no issues with the bus shelter on Banbury Road being replaced or the removal of the ivy on their fence, which might need to be cut back during the works.

Minute Number 251/21, Jubilee Hall Project – The Chairman advised that a response had been sent to the Jubilee Park Management Committee and a further letter had since been received. This correspondence would be dealt with later in the meeting.

### **257/21 Chairman's Announcements**

- Parish Council Elections – The Parish Council elections were being held on 5 May 2022 and the deadline for nomination papers was Tuesday 5 April 2022 at 4pm.
- Ability Transport Service – Ability Transport Service was a community enterprise and a not-for-profit organisation. It was an on-demand bus service and was directed to individuals for free or a modest fee. The organisation had indicated that they would like to address the Parish Council about the service. The Clerk was asked to make contact with the organisation and invite them to a future meeting. **Action TG**

**258/21 Open Forum** – A resident addressed the Parish Council with regard to 'No Mow in May' and asked that the Parish Council supported the initiative again this year. Residents were also being asked to show their support by not mowing their own gardens in May too. These initiatives would increase biodiversity for wildlife and flowers etc.

It was suggested that the grass cutting contractor could be asked to only cut around the edges of the verges to ensure they still looked tidy during 'No Mow in May'.

Bloxham Biodiversity Group would be meeting on 27 April 2022 at St Mary's Church and a representation from Wild Oxfordshire would be making a presentation.

It was also suggested by the resident that there could be wild flower patches outside Jubilee Hall and the flowers would be in bloom in time for Bloxham Fun Day.

Councillor David Bunn advised that he had raised this suggestion with the Jubilee Park Management Committee, however Councillor Stephen Phipps advised that the Committee was unable to support the request. The Chairman

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suggested that the resident should liaise directly with the Jubilee Park Management Committee on this matter if she wished to discuss it further.

The resident was thanked for addressing 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)*

**259/21 Reports from County and District Councillors** – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council.

District Councillor Adam Nell reported that the Local Cycling and Walking Plan consultation had been delayed and it was unlikely to take place until after the Elections on 5 May 2022.

Cherwell District Council had obtained seven large military houses in Bicester and these would be used to house refugees from Afghanistan. Councillor Nell agreed to send the link to the County Council web site for more information on the 'Homes for Ukraine' Scheme. **Action AN**

There would also be consultations relating to Public Spaces Protection Orders and a Domestic Abuse Strategy for Oxfordshire.

It was also confirmed that District Councillor Andrew McHugh was not standing for re-election at the local elections in May 2022.

Councillor Nell was thanked for his report.

**Resolved** that:

- 1) the reports be noted; and
- 2) thanks be passed to District Councillor McHugh for all his hard work in the village as the Councillor for Bloxham. **Action TG**

### **260/21 Environment/Village Matters**

- i) Queen Street Land – The Parish Council considered a quote from Cotefield Treecare Ltd for works to trees on the land in Queen Street. A quote from Nigel Prickett was also considered for works on the highway. The Clerk advised that the County Council had yet to respond to the request for permission for the works on the highway.

**Resolved** that:

- 1) the report be noted;
  - 2) the quote from Nigel Prickett be accepted for the works to the highway, subject to permission from the County Council for the works to go ahead; and **Action TG**
  - 3) the quote from Cotefield Treecare Ltd be accepted. **Action TG**
- ii) 'No Mow in May' – The Parish Council considered a request from Bloxham Biodiversity Group not to mow grass verges in the village during May 2022.

**Resolved** that:

- 1) the report be noted;
- 2) the 'No Mow in May' be supported and the verges be cut around the edges only to ensure they appeared tidy;
- 3) the 'No Mow in May' not be extended further into June and July 2022 and it be a decision for the new Parish Council whether mowing should not be carried out in May/June/July 2023; and
- 4) the three wild flower areas in Hawke Lane/Painters Close/Winters Way not be mowed and these be managed by Bloxham Biodiversity Group.

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- iii) Traffic Calming – The Chairman reported that an application had been submitted to the County Council for 20mph speed restrictions in Bloxham, with the support of County Councillor Kieron Mallon. A survey for residents to give their views on the proposal had been published on the Survey Monkey web site and the link had been published on social media and on the Parish Council web site. A paper version would be published in the May 2022 edition of the Broadsheet.

**Resolved** that:

- 1) the report be noted; and
- 2) the Traffic Calming Working Group consider locating a sign, restricting parking times, on the corner of Stone Hill and the A361. **Action LL**

### 261/21 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:

22/00403/TCA Pitts Orchard, Cumberford, Bloxham,  
Tree works

22/00454/DISC Stone Hill House, Stone Hill, Bloxham  
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings) of 21/01476/LB

22/00469/DISC Stone Hill House, Stone Hill, Bloxham  
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings details) of 21/01505/F

22/00477/F Land Adj To Warriner Game Court, The Warriner School, Banbury Road, Bloxham  
Proposed water tank, pump room plant and associated enclosure

22/00632/F Firs Hill, Tadmarton Road, Bloxham  
New single storey rear extension with flat roof, new former windows to roof and modest adjustments to existing fenestration

**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: None

- 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.

### 262/21 Parish Council Matters

- (i) Parish Council Priorities – The Parish Council discussed how to complete a wider consultation on the Parish Council priorities for 2022-2026. The Chairman reported the priorities would be published in the June 2022 edition of the Broadsheet for consultation with residents.

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**Resolved** that:

- 1) the report be noted; and
- 2) if possible, the consultation on the Parish Council priorities also be published in Survey Monkey and advertised on-line. **Action TG**

### 263/21 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 April 2022   |             |
| HMRC – Payment for April 2022  |             |
| Oxfordshire County Council – Clerks Pension for April 2022   |             |
| Paul Lester – Maintenance of Bus Stops   | £615.00     |
| Upton Construction – Maintenance to the access road to Dewey Hall and Jubilee Hall                         | £85.00      |
| Seckington and Whitehead – Valuation 5 for Works at Jubilee Hall   | £10, 242.64 |
| Nigel Prickett – Tidying Up Queen Street Land  | £168.00     |
| Cherwell District Council – Emptying Dog Waste Bins for Winter Period                                      | £1338.48    |
| Terry Eden - Materials for the Slade   | £274.16     |
| Jenkins Heating and Plumbing Maintenance - Isolating and draining hot water pipework and removing dead leg | £80.00      |
| Jubilee Park Management Committee – Room Hire  | £71.00      |
| CPRE – Annual Subscriptions  | £36.00      |
| Adderbury Parish Council – Contribution to Clerks SLCC Membership  | £52.00      |
| Broxap – Dog Waste Bin for Milton Road/Barford Road Footpath   | £286.80     |
| Oxfordshire Association of Playing Fields – Annual Subscriptions   | £56.00      |
| Milcombe Parish Council – Fees for Survey Monkey   | £106.00     |
| Tax Assist Accounts – Payroll fees for 2022/2023   | £293.32     |
| Stephen Phipps – Ink Cartridges  | £39.99      |
| Paul Lester – Installation of Dog Waste Bin  | £85.00      |

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 4 April 2022.

**Resolved** that the bank reconciliation as at 4 April 2022 be noted.

**264/21 Correspondence** – The Chairman reported that a request had been received from St Mary’s Church to consider a grant for 2021/2022 as their application had been overlooked by their Treasurer and was not submitted at the correct time, which was in October 2021. It was agreed that a grant application could not be considered outside of the usual process and the Parish Council could consider moving St Mary’s Church to the Community Donations section of the budget setting process.

### 265/21 Exclusion of the Public and Press

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**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 266/21 & 267/21 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**266/21 Jubilee Hall Project** – The Chairman gave an update on the Jubilee Hall project and reported on a letter which had been received from the Jubilee Park Management Committee (JPMC).

**Resolved** that:

- 1) the report and letter be noted;
- 2) it be noted that the JPMC will be covering the cost of the lighting in the roof void;
- 3) consideration of the request for a meeting between the JPMC and the Parish Council be deferred to a future meeting, from May 2022 onwards, when the new Parish Council has been elected;
- 4) Harbans be asked to clarify when the warranties on the work carried out by KEM commence; and **Action TG**
- 5) the Chairman to visit Aplins Solicitors to review the original lease between the JPMC and the Parish Council.  
**Action LL/TG**

**267/21 Bloxham Recreation Ground Play Equipment** – The Parish Council discussed a quote from Wicksteed for repairs to the Log World multi-play unit at Bloxham Recreation Ground.

**Resolved** that:

- 1) the report be noted; and
- 2) the quote from Wicksteed for the repairs to the Log World multi-play unit, be approved. **Action TG**

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

**268/21 Meeting Dates** – The Chairman reported that the next Parish Council meetings 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 9 May 2022
- Monday 6 June 2022
- Monday 4 July 2022
- Monday 1 August 2022

**269/21 Items for Future Agendas/Items of Information**

- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Bloxham Recreation Ground Pavilion
- Ability Transport Service

(The meeting ended at 9.00pm)

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Chairman – 9 May 2022