

BLOXHAM PARISH COUNCIL

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

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Kieron Mallon, District Councillor Adam Nell, Marie Jones, Warden at The Slade and Natalie Dayer, Assistant Warden at The Slade.

33/22 Apologies – Parish Councillor Joanna Barton submitted her apologies because she was unwell.

District Councillors Mike Bishop and David Hingley.

Resolved that the apologies be accepted and Councillor Joanna Barton's absence be authorised.

34/22 Declarations of Interest – There were no declarations of interest.

35/22 Minutes – Prior to the meeting, the minutes of the meeting held on 6 June 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 6 June 2022 be approved and signed by the Chairman.

36/22 Matters Arising

Minute Number 23/22, Open Forum – A meeting had been held to discuss the maintenance of saplings in the village, but there were still a number at the Weavers Field development which were either dead or dying. This matter would be taken up with Miller Homes. **Action TG/LL**

Minute Number 23/22, Open Forum – The Chairman advised that the issue with wheelie bins blocking the footpaths appeared to have been resolved.

37/22 Chairman's Announcements

- Stone Hill – Western Power had clarified that the works stated as 'excavation in carriageway of Stone Hill to allow installation of new low voltage cable for a supply upgrade' involved installing a new electricity supply to the Bloxham School development site. The scope of the works would be to excavate a trench from the junction of Little Bridge Road in the grass verge, down Stone Hill and into the Bloxham School development site opposite Ashwell Cottage. This would then result in the installation of a low voltage electricity cable which would form the new electricity supply for the new development. Stone Hill would be closed for passing traffic to allow excavation of the trench in the carriageway.
- Foul Drainage Survey at Jubilee Hall – Tony Brummell from Cherwell District Council had been contacted for advice and this would be followed up when he returned from annual leave on 11 July 2022.
- David Green had approached the Chairman with regard to a memorial for members of the Smith Family for all their work in the village. This would be discussed at the next meeting. **Action TG**

38/22 The Slade – Marie Jones, Warden at The Slade and Natalie Dayer, Assistant Warden at The Slade attended the meeting and provided information on The Slade and work which had been undertaken there. Marie advised on the background of The Slade and how it was originally acquired by the County Council and then subsequently transferred to the Parish Council's ownership.

There were monthly work parties which involved the community and projects which had been undertaken included maintaining fences, building boardwalks, pollarding a willow tree every year and cutting the meadow once a year.

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'Friends of The Slade' had other projects they would like to progress, such as plaques on trees and a QR code treasure hunt. They would also like information boards which provided details on the history of the site, as well as changeable signs, advising on the different plants in The Slade.

There was a monthly wildlife club for children between the ages of 11 years old and 14 years old and they had completed small mammal surveys, bat detecting, helped with the meadow cut and the winter cutting back of the willows. Activities such as pond dipping were also undertaken at Warriner Farm, amongst other activities.

The Chairman thanked Marie and Natalie for attending the meeting and they left at this point.

- 39/22 Open Forum** – Rowena Rouse from Biodiversity Bloxham, addressed the meeting with regard to the work of the Group and requested funding of £300 to hold a sustainable flower demonstration. The Group had also applied for funding from the Climate Coalition and they were waiting for a response.

The Chairman thanked Rowena for addressing the Parish Council and advised that the request for funding would be considered at the next meeting.

(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)

- 40/22 Reports from County and District Councillors** – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council and provided verbal updates on a number of issues.

District Councillor Adam Nell reported on a number of successes which included the opening of the new section of Castle Quay. This included a cinema, mini golf, bowling alley and a climbing wall.

The new food waste collection service had collected 124 tonnes of food waste and the system was working well. Councillor Nell would be pleased to receive any feedback on the new service.

Cherwell District Council had recently installed 11 electric vehicle charging points in Banbury. These were not free, but were not too expensive.

Information on the Homes for Ukraine Scheme was available on the Cherwell District Council web site and donations were still be collected at the old Debenhams site in Banbury.

The split of services with Oxfordshire County Council was continuing and Councillor Nell was pleased to advise there had not been an interruption of services to residents.

The Chairman thanked the County and District Councillors for their reports.

Resolved that the reports be noted.

41/22 Environment/Village Matters

- i) Proposed 20mph Speed Restrictions for Bloxham – The Parish Council discussed the results of the proposed 20mph speed restrictions survey and the results of the County Council's traffic speed and volume survey.

Resolved that:

- 1) the report be noted;
- 2) the results of the surveys be submitted to the County Council to support the Parish Council's application for 20mph speed restrictions in Bloxham; **Action TG**
- 3) Parish Councillor Richard Boyce to become a member of the Traffic Calming Working Group; and. **Action LL**
- 4) County Councillor Kieron Mallon and District Councillor Adam Nell to be kept informed about the work of the Traffic Calming Working Group. **Action LL/TG**

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- ii) Burial Ground – The Parish Council received an update on the discussions with the PCC with regard to a new burial ground in the village and a copy of the survey which had been undertaken by the Church was circulated to the Councillors. The Clerk advised that the next meeting with the PCC would be held at the end of the month.

Resolved that the report be noted.

- iii) EV Electric Charging Points - Councillor David Bunn advised that the Jubilee Park Management Committee had not yet met to discuss this matter and asked that it be deferred to the next meeting.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action DB**

- iv) Entrance to Jubilee Park – Councillor David Bunn advised that the Jubilee Park Management Committee had not yet met to discuss this matter and asked that it be deferred to the next meeting.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action DB**

- v) Review of Works to Trees – The Chairman reported that he had attended a meeting with Councillor David Bunn and John Wyatt, to assess works which were needed to small trees which had been planted in the village.

Resolved that:

- 1) the report be noted;
- 2) Cotefield Treecare be asked to fell and replace Amelanchier Canadensis on the A361 grass verge opposite Bloxham Service Station;
- 3) Cotefield Treecare be asked to maintain the and weed the area around the four Sorbus trees on Tadmarton Road, near to Bloxham Primary School; **Action LL**
- 4) Cotefield Treecare be asked to remove the ivy from the trees overhanging residential gardens and the footpath from Tadmarton Road to Donkey field to prevent the trees from falling; **Action LL**
- 5) a request be made to Bloxham School regarding the removal of branches from the large fir tree which is interwoven with the adjoining Amelanchier, located on the small green outside Bloxham School offices on the corner of Courtington Lane on A361; and **Action LL/TG**
- 6) a request be made to Bloxham School to consider cutting back or removing the laburnum tree at their property on Stone Hill. **Action LL/TG**

- vi) Parking Issues in Little Green – The Parish Council discussed parking issues in Little Green, following a complaint from a resident.

Resolved that:

- 1) the complaint be noted;
- 2) the resident be advised that the Parish Council does not have the power to address matters affecting the Highway; and **Action TG**
- 3) this matter be referred to the County Council for a response. **Action TG**

- vii) 'The Great Big Green Week' – The Parish Council discussed being part of this initiative being held from 24 September 2022 to 2 October 2022. <https://greatbiggreenweek.com/>

Resolved that this matter be discussed at the next meeting. **Action TG**

42/22 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:

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- 22/01458/F 12 Schofields Way, Bloxham
Removal of carport and construction of side extension, enclosure of front entrance porch.
Single storey rear extension
- 22/01494/F Ells Farm, Ells Lane, Bloxham,
Convert an agricultural barn into a family dwelling with a separate residential boundary.
Part of the existing farmhouse will become part of the new dwelling. Conversion of
adjoining stables to become part of the dwelling. (follow-up to 21/04258/F)
- 22/01568/LB Rectory Farm, Church Street, Bloxham
Installation of radon sumps, fans and vents to cellar and sitting room of house and to
adjacent barn
- 22/01686/F Saxton House, Exchange Lane, Bloxham
Loft conversion and solar panels to roof

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.

43/22 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. **Action TG**

- ii) Membership of Staffing Committee, Working Groups and Outside Bodies for 2022/2023 – The Parish Council discussed the memberships of the Staffing Committee, Working Groups and Outside Bodies for 2022/2023.

Resolved that this item be deferred to a future meeting when more Councillors have been co-opted onto the Parish Council. **Action TG**

- iii) Drop-In and Chat – Councillor David Bunn reported that no members of the public attended the session on 11 June 2022.

Resolved that the report be noted.

- iv) Code of Conduct – The Parish Council discussed a new Code of Conduct, which had been recommended for adoption by the Monitoring Officer at Cherwell District Council.

Resolved that the new Code of Conduct be adopted. **Action TG**

44/22 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.

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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 July 2022	
HMRC – Payment for July 2022	
Oxfordshire County Council – Clerks Pension for July 2022	
Jubilee Park Management Committee – Room Hire	£24.00
Nigel Prickett – Grass Cutting	£1218.00
J Pinnell – Platinum Jubilee Grant	£75.00
Tonielle Ballard – Platinum Jubilee Grant	£100.00
G Tyake - Platinum Jubilee Grant	£88.67
Clair Bowen - Platinum Jubilee Grant	£100.00
Emma Roberts - Platinum Jubilee Grant	£44.28
PJ Davies - Platinum Jubilee Grant	£100.00
Clair Martin - Platinum Jubilee Grant	£47.84
NPower – Electricity for Christmas Lights	£29.91
Happy Drains – Drainage work at Jubilee Hall	£180.00
Adam Luker – Work at Bloxham Recreation round	£550.00
Stephen Phipps – Wood Filler for Play Equipment	£8.00
Oxfordshire Association of Local Councils – Training for Clerk	£66.00
Green Scythe Ltd – Grass Cutting at Jubilee Park	£384.00
Adam Luker – Works at Bloxham Recreation Ground Pavilion	£2550.00
JPMC – Room Hire	£25.00
Jenkins Maintenance – Fitting two showers at Jubilee Hall	£260.00

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

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

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

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

- iv) Pension Policy – The Clerk requested that the Parish Council considered the Pension Policy at the next meeting, when further information and advice had been obtained.

Resolved that this item be deferred to the next meeting. **Action TG**

44/22 Correspondence – There was no further correspondence.

46/22 Jubilee Hall Project – Councillor David Bunn gave an update on the Jubilee Hall project and advised that the outstanding documentation had still not been received.

Resolved that the report be noted.

47/22 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 minute numbered 48/22 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

48/22 Bloxham Recreation Ground Pavilion – The Parish Council discussed quotes for work to the pavilion roof at Bloxham Recreation Ground. During the debate, Councillors raised a number of points of clarification, which the Clerk would discuss with the Trustees of the Recreation Ground.

Resolved that:

- 1) the report be noted; and
- 2) authority be delegated to the Clerk, in consultation with the Chairman and Vice-Chairman to award the contract for the roofing works at Bloxham Recreation Ground Pavilion, once additional information has been received. **Action TG**

49/22 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 1 August 2022
- Monday 5 September 2022
- Monday 3 October 2022
- Monday 7 November 2022
- Monday 5 December 2022

50/22 Items for Future Agendas/Items of Information

- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Memorial Plaque for Queen Street
- Litter Bin on Stone Hill
- Community Donation to Cherry Tree Centre
- Funding for 'The Great Big Green Week'
- Parish Council Pension Policy
- EV Charging Points
- Access to Jubilee Park

(The meeting ended at 9.35pm)

Chairman – 1 August 2022