

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 4 OCTOBER 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors David Bunn, Mike Fenner, Sophie Floate, Daniel Goodwin, Stephen Phipps and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and one member of the public.

APOLOGIES: District Councillor Adam Nell

Parish Councillor Agnes Balassa and Joanna Barton were not present.

141/21 Declarations of Interest

Minute Number 148/21 - 21/03258/F, Formerly The Bungalow, Cumberford Hill, Bloxham – Councillor Daniel Goodwin declared an interest because he knew the applicant.

Minute Number 148/21 - 21/02994/F & 21/02995/LB, Bloxham School, Banbury Road, Bloxham – Councillor Sophie Floate declared an interest because her husband was an employee at Bloxham School.

142/21 Minutes – Prior to the meeting, the minutes of the meeting held on 21 September 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 21 September 2021 be approved and signed by the Chairman.
Action LL/TG

143/21 Matters Arising

Minute Number 131/21 – Bloxham Biodiversity Group – Councillor Daniel Goodwin reported that he had attended an event during 'The Big Green Week' and it had been very informative and interesting. Councillor Goodwin also circulated information with regard to Town and Parish Councils tackling the climate emergency. The Group had asked for a Parish Councillor to be a representative on their Group. However due to the Parish Council having a number of vacancies, it was suggested that a representative from the Group applied to be co-opted onto the Parish Council.

144/21 Chairman's Announcements

- Planning Training – 14 October 2021 & 21 October 2021 at 6.30pm to 8pm
- Complaint about Graffiti – Following the receipt of a complaint about graffiti in the village, a resident had submitted a draft letter which he requested be sent to the secondary schools in the area. The Parish Council requested that a note be included in the Broadsheet about the graffiti and the secondary schools be advised of this course of action. **Action TG**
- Traffic Calming – Mike Wasley at Oxfordshire County Council had been contacted following the first meeting of the Traffic Calming Working Group.

145/21 Open Forum – A resident reported that the graffiti on Strawberry Terrace had been removed very quickly by Cherwell District Council. The resident also highlighted issues with street lighting on Strawberry Terrace and commented on the Bloxham School Information Sharing Group.

(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)

146/21 Reports from County and District Councillors – The County and District Councillors did not submit reports to the Parish Council. The Chairman agreed to write to the Councillors asking for a written report when they were unable to attend. **Action LL**

147/21 Village Matters

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- i) Bloxham School Community Information Sharing Group – The Parish Council discussed the terms of reference for this Group and also the Parish Council representatives.

Resolved that:

- 1) the Parish Council supports the establishment of the Bloxham School Information Sharing Group;
- 2) the Parish Council representative on the Group be Councillor David Bunn and a reserve representative will be available if Councillor Bunn is unable to attend a meeting; and
- 3) one of the first items for discussion by the Group, should be how to increase resident participation.

Action LL/TG

148/21 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

- 21/02766/F & 21/02767/F, The Warriner School, Banbury Road, Bloxham - The Parish Council considered an application for a new build classroom block and an application for the removal of two temporary buildings and installation of new car park.

Resolved that the Parish Council has no objection to applications 21/02766/F & 21/02767/F, subject to a condition requiring a Design Statement and Landscaping Plan, which is to the satisfaction of the Local Planning Authority, in accordance with the Bloxham Neighbourhood Development Plan. **Action TG**

- 21/02994/F & 21/02995/LB, Bloxham School, Banbury Road Bloxham - The Parish Council considered an application for alterations to main access and associated alterations to pavement, removal of a section of boundary wall, provision of new car parking and drop off/pick up area, alterations to existing car park, landscaping and associated works.

Resolved that the Parish Council objects to applications 21/02994/F & 21/02995/LB because a Traffic Management Plan and a Landscaping Plan are not in place to support the applications. **Action TG**

Councillor David Bunn requested a recorded vote. Following a discussion, the following resolution was agreed:

Resolved that:

- 1) Standing Orders be suspended for this item only; and
- 2) the proposal for a recorded vote be withdrawn.

- 21/03258/F, Formerly The Bungalow, Cumberford Hill, Bloxham - The Parish Council considered an application for a variation of condition 2 (plans) and condition 24 (car parking) of 15/01090/F (driveway to be gravel instead of block paving).

Resolved that the Parish Council:

- 1) has no objection to application 21/03258/F condition 2; and
- 2) objects to application 21/03258/F condition 24 because it is contrary to Bloxham Neighbourhood Development Plan Policy BL9, due to the noise and impact on the neighbours of the gravel surface.

Action TG

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- iii) Oxfordshire Plan 2050/Oxfordshire-Cambridge ARC – The Parish Council discussed the Oxfordshire Plan 2050 and the Oxfordshire-Cambridge ARC.

Prior to the meeting, Councillors Daniel Goodwin and Sophie Floate had circulated a draft response to the Oxfordshire Plan 2050. There were also details regarding the Oxfordshire-Cambridge ARC.

Resolved that:

- 1) the response be approved and be submitted to the County Council;
- 2) the response also be submitted to Cherwell District Council, the ONPA and County Councillor Kieron Mallon for their information; and
- 3) delegated authority be given to Councillors Daniel Goodwin and Sophie Floate and the Clerk, to submit a response from the Parish Council on the Oxfordshire-Cambridge ARC.

Action TG/DG/SF

149/21 Finance

- i) Income and Accounts for Payment - The Clerk submitted to the Parish Council, the income since the last meeting and the accounts for payment.

Resolved that the income since the last meeting be noted and the following accounts for payment be approved:

Theresa Goss – Salary and expenses for October 2021	
HMRC Payment October 2021	
Oxfordshire County Council – Clerk’s Pension for October 2021	
Unity Trust Bank - Cheque handling charge	£0.90
Unity Trust Bank - Service charge	£23.25
Eco Web Hosting – Email hosting	£5.99
Moore – External Audit for 2020/2021	£480.00
Cherwell District Council – Emptying Dog Waste Bins for Summer Period	£2680.62
Seckington and Whitehead – Jubilee Hall Works	£22,800
Starboard Systems Limited – Scribe Accounts Annual Fee	£777.60
Viking – Stationery Order	£77.83
Prysebros Limited – Weed Control	£576.00
Nigel Prickett – Grass Cutting	£774.00
Jubilee Park Management Committee – Room Hire	£8.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 4 October 2021

Resolved that the bank reconciliation as at 4 October 2021 be noted.

- iii) External Auditors Report 2020/2021 – The Parish Council considered the External Auditors Report for 2020/2021.

Resolved that the report be noted.

150/21 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**

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151/21 Correspondence – Correspondence had been received from the Royal British Legion with regard to support it required for the Remembrance Day Parade due to its reduced number of members. The Chairman highlighted that the Parish Council was currently short on Councillors too and it was felt that the Parish Council did not have the capacity to undertake the required roles. It was suggested that Bloxham School be contacted to ask whether they had any capacity and also Banbury Town Council. **Action TG**

152/21 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 minute numbered 153/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

153/21 Jubilee Hall Project – Councillor David Bunn 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)

154/21 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.

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

155/21 Items for Future Agendas

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Traffic Calming WG Minutes
- Climate Emergency Bill (19.10.21)
- Cooption (16.11.21)
- Local Plan (01.11.21)

(The meeting ended at 9.50pm)

Chairman – 19 October 2021