

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 5 JUNE 2023 AT 7.00PM

**PRESENT:** Chairman, Councillor David Bunn; Councillors Russell Avens, Steve Craggs and Mike Fenner.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Rob Pattenden and three members of the public.

**20/23 Apologies** – Councillor Joanna Barton submitted her apologies because she was at work.

Councillor Stuart Begg submitted his apologies because he was on holiday.

Apologies were also received from County Councillor Kieron Mallon and District Councillor David Hingley.

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

**21/23 Declarations of Interest** – There were no declarations of interest.

**22/23 Minutes** – Prior to the meeting, the minutes of the meeting held on 9 May 2023 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 9 May 2023 be approved and signed by the Chairman.

**23/23 Matters Arising** – There were no matters arising.

**24/23 Chairman's Announcements**

- Swings at Bloxham Recreation Ground – The Clerk reported that representatives from Wicksteed Leisure Ltdc had met with the Bloxham Recreation Ground Trustees to discuss the quote and it had increased by £2600. It was agreed that the quote be accepted. **Action TG**
- Dementia Active – This Charity had been set up in Banbury for people with dementia and their carers, including respite care.
- Defibrillator Training – The training session was being held on Saturday 10 June 2023 at Jubilee Hall, from 10am to 12 noon. The Clerk would continue to advertise the training to the community. **Action TG**
- Drop-In and Chat – Councillors Steve Craggs and Joanna Barton and the Chairman would be attending the Drop-In and Chat on Saturday 10 June 2023, with Officers from Thames Valley Police.
- Meeting with Bloxham School – A meeting was being held with Bloxham School on Wednesday 7 June 2023 at 10am regarding the replacement boundary fencing behind Jubilee Hall, which was removed when the changing rooms were built.
- Bloxham and Hook Norton GP Surgery Patient Participation Group (PPG) – The Parish Council had been invited to attend a meeting with the GP Surgery to discuss the impact on infrastructure and resources due to the number of planning applications which had been submitted to Cherwell District Council, in the Bloxham area. The meeting was being held on Tuesday 6 June 2023 at Hook Norton Surgery at 6.30pm and the Chairman would be attending.
- Planning Application 23/01265/OUT – The NHS had not been consulted on this application and District Councillor Rob Pattenden would follow this up with the planning officer, Saffron Loasby. There had also been a request from the Parish Council for an extension to the deadline for comments, which had been refused. Therefore, Councillor Pattenden would follow up on this too. **Action DB/RP**
- Traffic Calming Working Group – As Richard Boyce had stepped down from the Parish Council, another Councillor was required to join the Traffic Calming Working Group. It was agreed that traffic calming and Community Speed Watch would be linked and covered by the Chairman and Councillor Stuart Begg. **Action DB/SB**
- Dog Fouling – Heather Westbury had erected signs around the village regarding dog fouling and it was agreed that it would be helpful to get more residents involved in the initiative, including the Primary School. **Action DB**

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**25/23 Open Forum** – A resident addressed the Parish Council with a request for a traffic island on the A361 at the end of Strawberry Terrace. Those residents who lived on that side of the village had nowhere safe to cross with young children and pushchairs, with the closest crossing being located by Warriner School. County Councillor Kieron Mallon would be approached for advice on the matter. **Action TG/DB**

The Chairman advised that a meeting was being arranged between the County and District Councillors and the Primary School regarding traffic calming measures around the School. Councillor Steve Craggs had been asked by the Head Teacher to progress the meeting, however Councillors felt that the Head Teacher should be present and the meeting would be arranged when she was available. **Action DB/SC**

A resident asked whether any works had been undertaken to unblock drains on the main roads in the village because these had been reported to the County Council on a number of occasions. The drains which the resident had reported herself, had not yet been cleared and this had been followed up again with the County Council. The Chairman would also follow this up with the County Council. **Action DB**

The Chairman reported that the white road markings around the mini roundabout had worn away and needed to be reported to the County Council to be reinstated. There were other areas around the village where lines needed to be repainted and these would be reported to Fix My Street. **Action DB**

It was reported that the hedge located at The Cottage on Cumberford needed to be cut back again as it was overhanging onto the footpath. The Clerk would contact the owner and ask for it to be cut back. **Action TG**

The Chairman reported that the wooden gates located on the footpath in the field near to Bloxham Recreation Ground were both broken. These would be reported to Fix My Street. **Action DB**

It had been raised with the Parish Council that some residents in Chipperfield Park Road were extending their boundaries and encroaching onto amenity land by fencing it off as their own. District Councillor Rob Pattenden agreed to follow this up with Cherwell District Council. **Action RP**

*(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)*

**26/23 Reports from County and District Councillors** – District Councillor Rob Pattenden reported that he was settling into the role and he assured the Parish Council he would keep it updated on the progress with the Cherwell District Council's Local Plan.

Councillor Pattenden was thanked for his report.

**27/23 Air Quality** – A representative from Cherwell District Council had been invited to the meeting but was unable to attend. It was hoped that a representative would be available for the next meeting.

**Resolved** that the reports be noted

### **28/23 Environment/Village Matters**

i) Parking on the A361, including outside The Loft – The Parish Council discussed parking issues on the A361 and it was agreed that the white lines which were due to be re-painted would help the issue. Then any unlawful parking could be enforced by the Civil Parking Officers. The issue would also be referred to the Parish Council's Traffic Calming Working Group.

**Resolved** that the parking issues on the A361 be referred to the Traffic Calming Working Party. **Action DB/TG**

ii) Public Right of Way on Hobb Hill – The Parish Council discussed the proposed re-routing of the Public Right of Way on Hobb Hill. Although at the last meeting it had agreed in principle to support the re-routing, comments had been received from residents regarding the proposed fencing and the new width of the Public Right of Way.

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**Resolved** that the Parish Council confirms its support in principle for the re-routing of the Public Right of Way, however it has concerns about the width of the Public Right of Way going down from Hobb Hill towards Ells Lane and these matters will be raised with the landowner. **Action DB/TG**

- iii) Proposed 20mph Speed Restrictions – The Parish Council received an update on the plans and the County Council's consultation for the proposed 20mph speed restrictions in Bloxham.

The Chairman and Councillor Stuart Begg had drafted a short survey for residents to complete, asking their opinions on the proposed 20mph speed restrictions.

**Resolved** that:

- 1) the survey be approved for circulation in the village; and
- 2) it be included in the next edition of the Broadsheet and it be available online via Survey Monkey.

**Action TG**

### 29/23 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:

23/00836/F Land South of West View Bloxham School, High Street, Bloxham  
Erection of a timber classroom building and associated works (Retrospective)

23/01139/F Oak View, Bloxham Road, Milcombe  
Single-storey rear extension  
23/01215/TPO The Poplars, Barford Road, Bloxham  
Birch (T5) - dismantle to ground level - fungal brackets present on main stem, decaying and possibly dead; Lombardy (T32, T23, T25, T29) - reduce by 7m from current height - subject to TPO 24/1988

**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:

23/01144/OUT Land South of Bloxham Road, Bloxham Road, Milcombe  
Outline planning application, together with associated access off Bloxham Road (all other matters reserved), for up to 90 homes (use class C3) together with associated infrastructure and open space, landscaping, including provision of land for new village hall (use class F2(b)) and retail space (use class E).

23/01296/F Little Bennetts, Rose Bank, Bloxham  
Alterations, addition of two new dormer windows, conversion of existing single-storey garage into a Games Room, alterations to the Summer House to accommodate a new Day Room

23/00124/F & Land SW Of Sub Station, Ells Lane, Bloxham  
23/00126/F Extension to an existing agricultural building - Building 1 & Building

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23/01416/TCA Unicorn House, Unicorn Street, Bloxham  
Tree works

23/01395/TPO Grey Roofs, Kings Road, Bloxham  
Yew (T1) - Fell tree to ground level, due to safety issues caused by the identification of Ketzschmaria Deusta on the main stem of the tree. We propose to plant a Taxus Baccata with the canopy spread of the old tree - subject to TPO 05/2023

23/01359/F Grey Roofs, Kings Road, Bloxham  
Conversion of attic space to form habitable accommodation including insertion of stud walls and rooflights

- 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.

- iii) 23/01265/OUT, OS Parcel 0078 North West of Quarry Close, Quarry Close, Bloxham – The Parish Council considered an outline planning application for the erection of up to 60 dwellings with public open space, landscaping, sustainable drainage system (SuDS) and vehicular access point. All matters reserved except for means of access.

**Resolved** that the Parish Council objects to this application because it is contrary to a number of Bloxham Neighbourhood Development Plan policies. **Action DB/TG**

### 30/23 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) Drop-In and Chat – The Chairman reported that Thames Valley Police had been invited to the Drop-In and Chat session on 10 June 2023 and it would be held at the slightly later time of 12.30pm to 1.30pm.

The main item raised at the session on 13 May 2023, was concerning parking on Bloxham Grove Road and that due to the changes to the bays, students were now parking in Chipperfield Park Road. This had been raised with Warriner School and would be passed onto the students.

**Resolved** that the report be noted.

- iii) Membership of Staffing Committee, Working Groups and Outside Bodies for 2023/2024 – The Parish Council discussed the memberships of the Staffing Committee, Working Group and outside bodies.

**Resolved** that the memberships of the Staffing Committee, Working Groups and Outside Bodies be approved, as detailed in Appendix 2 to the Minutes.

### 31/23 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 accounts for payment be approved, as detailed in appendix 1 to the minutes.

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- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 5 June 2023.

**Resolved** that the bank reconciliation as at 5 June 2023 be noted.

- iii) Budget Monitoring – Prior to the meeting, the Parish Council received a budget monitoring report for 2023/2024.

**Resolved** that the report be noted.

**32/23 Correspondence** – There was no further correspondence.

**33/23 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 34/23 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**34/23 Burial Ground** – The Parish Council considered a draft letter which would be sent to local landowners whose land was potentially suitable as a new burial ground.

**Resolved** that the letter be approved and be sent to the local landowners by The CDS Group. **Action TG**

**35/23 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.

- Monday 3 July 2023
- Monday 7 August 2023
- Monday 4 September 2023
- Monday 2 October 2023
- Monday 6 November 2023
- Monday 4 December 2023

**36/23 Items for Future Agendas/Items of Information**

- Traffic Calming Working Group
- Investing Parish Council Funds
- Air Quality
- Maintenance to Round Bench on The Green

(The meeting ended at 9.05pm)

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Chairman – 3 July 2023