

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 5 SEPTEMBER 2022 AT 7.30PM

PRESENT: Councillors Russell Avens, Joanna Barton, Richard Boyce and David Bunn.

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

69/22 Appointment of Chairman for 2022/2023 – Councillor David Bunn reported that Leonard Leigh had resigned from the Parish Council because he had moved out of the Parish and as a result, a new Chairman for the Parish Council had to be appointed.

Councillor Bunn asked for nominations for the position of Chairman for 2022/2023.

Resolved that Councillor David Bunn be appointed as Chairman for 2022/2023.

70/22 Appointment of Vice-Chairman for 2022/2023 – The Chairman asked for nomination for the position of Vice-Chairman for 2022/230.

Resolved that Councillor Joanna Barton be appointed as Vice-Chairman for 2022/2023.

71/22 Apologies – Councillor Mike Fenner submitted his apologies because he was on holiday.

Apologies for absence were received from District Councillor David Hingley.

Resolved that the apologies from Parish Councillor Mike Fenner be accepted and the absence authorised.

73/22 Declarations of Interest – There were no declarations of interest.

74/22 Minutes – Prior to the meeting, the minutes of the meeting held on 1 August 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 1 August 2022 be approved and signed by the Chairman.

75/22 Matters Arising

Minute Number 55/22, Chairman's Announcements, Grass Cutting – The Chairman reported that the grass had not been cut in July 2022 because it had been too dry, however grass cutting had commenced again in August 2022.

Minute Number 55/22, Chairman's Announcements, Graffiti at Jubilee Park – The Chairman reported that Cherwell District Council had tried to remove the graffiti from the swing, but had been unsuccessful. A quote for a replacement swing had been obtained, however the Jubilee Park Management Committee would like another specialist company to try and remove the graffiti before the swing was replaced. The Parish Council agreed to this approach, if assurances were received that any materials used on the swings, such as a sealant after the cleaning was completed, would not deem the swing slippery and dangerous for children to use. Warriner School would also be contacted to establish whether any action had been taken relating to the graffiti. **Action TG/DB**

Minute Number, 63/22 Jubilee Park Project – The Chairman reported that Bourton Drains had confirmed that the issue with the drains blocking from the toilets, was not due to works which had been completed by SCM as part of the new build. Therefore, this was not the responsibility of the Parish Council to resolve, but the responsibility of the Jubilee Park Management Committee.

The problem was with the existing drain going down towards the middle of the playing field and had blocked previously. The drains had also been examined by Tony Brummell from Cherwell District Council who had confirmed this. The drains had now been flushed out and it was hoped that the new Caretaker at Jubilee Hall would carry out regular checks and unblocking of the drains.

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76/22 Chairman's Announcements

- Glyn Williams' had resigned from the Jubilee Park Management Committee, he had not retired as previously reported. The Parish Council asked the Clerk to pass on its thanks for all his work over many years. **Action TG**
- Leonard Leigh had resigned from the Parish Council and Leonard was thanked for all his work on the Parish Council. **Action TG**

77/22 Open Forum – Belinda Ellis and Ari Grimes attended the meeting and thanked the Parish Council for its funding for 'The Great Big Green Week'. There would be 11 events in the village including Applefest, bulb planting, a community market, 'bring and share' lunch and vintage ploughing at the Warriner School.

Belinda reported that Bloxham Biodiversity would be applying for another grant for next year's Community Days, which were still in the planning process at the moment.

Tom Smith had offered to fund some spring bulbs and would like to plant them on Milton Road. Mr Smith would cover the cost and the Biodiversity Group would plant them. Belinda Ellis agreed to send a plan to the Clerk so authority could be sought from the County Council. Information on the maintenance of the bulbs would be sent too. Other areas for planting bulbs would also be considered by the Group. **Action Bloxham Biodiversity**

The Chairman also raised an issue with the Bloxham Biodiversity with regard to the trial area in Unicorn Street. Residents in this area felt that the area needed to be tidied up and therefore, the Parish Council was no longer including it as part of the three wild flower areas. The areas on Tadmarton Road/Winters Way and The Gogs/Painters Close would be continue as wild flower areas in the village.

The Chairman reported that David Andrews would like to remove the bench which was chained to the play area fence in Jubilee Park because he would like to refurbish it over the winter. The Parish Council approved the request to remove and refurbish the bench. **Action DB**

Councillor Richard Boyce reported that the yolk stone at the top of Stone Hill was still damaged and needed to re-instated. The Chairman advised that damage had been caused by contractors at Manor Farm and the matter had been passed to the County Council. The advice was that reinstatement works would be completed once the building works had finished.

(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)

78/22 Reports from County and District Councillors – District Councillor Adam Nell reported that himself and County Councillor Kieron Mallon had jointly written to the Head Teacher at Bloxham Primary School about the traffic issues at the School and hoped for a meeting with the Head in due course.

Cherwell District Council (CDC) was still working with the Ukrainian refugees and they had done a lot of work to support themselves since coming to the UK. There was a Drop-In Centre in Banbury and a collection point for donations in the old Debenhams. CDC was also providing free English lessons.

Banbury Light was now open and had lots of new facilities and Councillor Nell encouraged people to visit. .

The Chairman advised Councillor Nell that the Traffic Calming Working Group would like rumble strips at the entrances to the village and suggested a trial at the entrance by the Primary School. A zebra crossing was also requested by the car park on Tadmarton Road. Councillor Nell would discuss these requests with the County Council and the Primary School and other options would be explored too. **Action AN**

Councillor Nell was thanked for his report.

Resolved that the report be noted.

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79/22 Environment/Village Matters

- i) EV Charging Points – The Chairman reported that charging points had been investigated but the main issue was that the Parish Council owned land at Jubilee Park, but nowhere else in the village. The Jubilee Park Management Committee discussed this proposal at their meeting on 12 August 2022 but had not been in full support of proposal. The Chairman would provide further information to the Committee and hoped to have a further discussion.

District Councillor Adam Nell advised the Parish Council on the County Council's Scheme to install charging points in the County.

Resolved that:

- 1) the report be noted; and
 - 2) further information will be provided to the Clerk by District Councillor Adam Nell, on the County Council's scheme. **Action AN**
- ii) Memorial for the Smith Family – The Clerk reported that the County Council had given its permission for a memorial to be erected on the green, where the War Memorial was located.

Resolved that the report be noted.

- iii) Traffic Calming Working Group – The Parish Council discussed the a number of requests from the Traffic Calming Working Group, which would need to be submitted to the County Council to be progressed:

Resolved that, the following requests be submitted to the County Council:

- Double yellow lines on Courtington Lane (A361 junction with Workhouse Lane);
- Formal disabled parking bay outside the Post Office on High Street (A361) and authority be delegated to the Clerk, in consultation with the Chairman to agree the location with the County Council;
- Determine if rumble strips are viable, and if so, organise a trial on one of the entry roads to the village, preferably on Tadmarton Road near to the Primary School; and
- Arrange a meeting to discuss the practicalities of other ideas coming through from the Working Group, typically on speed management.

Action DB/TG

- iv) Community Allotment – The Parish Council discussed an approach from Warriner School for a Community Allotment at Warriner Farm.

Resolved that the report be noted and updates be submitted to the Parish Council in due course. **Action DB**

- v) Burial Ground – The Parish Council received an update on the discussions with the PCC regarding a new burial ground in Bloxham.

Resolved that the report be noted.

80/22 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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- 22/01947/TCA Beauchamp House, Chapel Street, Bloxham,
Tree work
- 22/01480/LB Damson Cottage , 8 Merrivales Lane, Bloxham,
Secondary double-glazing to 9 windows to improve thermal insulation and noise reduction
- 22/02088/F Mr David Farmer
66 Tadmarton Road, Bloxham
Single storey extensions to front and rear. New porch canopy to side
- 22/01872/F Firs Hill, Tadmarton Road, Bloxham
Two storey rear extension
- 22/02176/F 28 Colegrave Road, Bloxham,
First floor side extension and rear extension
- 22/02126/F Potters Mill, Hogg End, Bloxham
First floor extension to existing dwelling to include 2 No double bedrooms and shared bathroom
- 22/02074/TCA Steeple Barn, Painters Close, Bloxham
Tree works
- 22/02222/F Kent House, Barford Road, Bloxham
Convert open roof space above garage to habitable, box dormer to rear. 2 no pitched roof dormers to front

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:

- 22/02506/TCA The Shippon, The Ridgeway, Bloxham,
Tree works
- 22/02588/TCA Mole Cottage, 7 Merrivales Lane, Bloxham
Tree works

- 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.

81/22 Parish Council Matters

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

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

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- ii) Drop-In and Chat – Councillor Adam Nell reported that he had attended the session in August 2022, with Leonard Leigh and one person had attended who was concerned about the state of the footpaths outside of the shops. Councillor Nell advised that he was happy to continue to attend the Drop-In and Chat sessions with the Parish Council.

The Chairman suggested that the Drop-In and Chat sessions could be focused on specific issues, such as traffic calming.

Resolved that:

- 1) the report be noted;
 - 2) the Drop-In and Chat session in October 2022, be themed around traffic calming. **Action TG**
- ii) Entrance to Jubilee Park – The Parish Council discussed a request from Bloxham School to widen the entrance to Jubilee Park, following consultation with the Jubilee Park Management Committee. The Committee did not wish to see the entrance widened nor changed.

Resolved that the request from Bloxham School to widen the entrance to Jubilee Park, not be approved.
Action TG

82/22 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 September 2022	
HMRC – Payment for September 2022	
Oxfordshire County Council – Clerks Pension for September 2022	
Brian Curran – Works at Bloxham Recreation Ground	£1611.84
Bus Shelter Ltd – New Bus Shelter on A361	£10,671.78
Nigel Prickett – Grass Cutting in August 2022	£511.20
Kompan Ltd – Repair to Play Equipment at Jubilee Par	£748.32
Cotefield Treecare Ltd – Works to Trees in Bloxham	£588.60
ACS Bower Ltd – Fencing at Bus Shelter on A361	£308.56
Jubilee Park Management Committee – Room Hire	£25.00
Upton Construction – Drains at Jubilee Park	£110.00
Jubilee Park Management Committee – Room Hire	£41.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 5 September 2022.

Resolved that the bank reconciliation as at 5 September 2022 be noted.

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

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

- vi) Cherry Tree Centre – The Parish Council discussed the Community Donation to the Cherry Tree Centre from 2024/2025 onwards.

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

vii) External Auditor – The Parish Council considered the appointment of the External Auditor for 2022/2023.

Resolved that Moore be appointed as the External Auditor for 2022/2023. **Action TG**

83/22 Correspondence – There was no further correspondence.

84/22 Jubilee Hall Project – As mentioned earlier in the meeting by the Chairman, the issue with the drains had been resolved. There were still outstanding documents from Seckington and Whitehead which had not yet been received.

The Chairman also reported that the JPMC had appointed Stephen Phipps to the role of Caretaker.

Resolved that the report be noted.

85/22 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 minutes numbered 86/22 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

86/22 Christmas Lights 2022 – The Parish Council considered a quote from Field and Lawn for the Christmas lights 2022.

Resolved that the quote be approved, and authority be delegated to the Clerk, in consultation with the Chairman, to approve an amended quote to include additional lights on the Christmas tree. **Action TG/DB**

87/22 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 3 October 2022
- Monday 7 November 2022
- Monday 5 December 2022

88/22 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Queen Street Land
- Cherry Tree Centre
- Energy Crisis

(The meeting ended at 9.40pm)

Chairman – 3 October 2022