

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 6 JUNE 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), District Councillors David Hingley and Adam Nell and one member of the public.

**18/22 Apologies** – Parish Councillor Joanna Barton submitted her apologies because she was unwell.

District Councillor Mike Bishop.

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

**19/22 Declarations of Interest** – There were no declarations of interest.

**20/22 Minutes** – Prior to the meeting, the minutes of the meeting held on 9 May 2022 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 9 May 2022 be approved and signed by the Chairman.

**21/22 Matters Arising**

Minute Number 7/22, Chairman's Announcements, Traffic Calming Update – The Chairman reported that the Survey requesting views from residents on the proposed 20mph speed restrictions had now closed and the results were being analysed.

Minute Number 10/22, Environment/Village Matters – EV Electric Charging Points – Councillor David Bunn reported that he would raise the issue of charging points at the next meeting of the Jubilee Park Management Committee.

**Action DB**

**22/22 Chairman's Announcements**

- The recycling banks on Bloxham Grove Road had been moved to Ells Lane, whilst the County Council was installing a new cycleway.
- Works to replace the bus shelter on the A361 had been started. The old shelter had been removed and the base had been laid. The new shelter had been ordered and would be erected in due course.
- It was pleasing to see that a number of Platinum Jubilee street parties had been held in Bloxham to mark HM The Queen's Platinum Jubilee.

**23/22 Open Forum** – A resident addressed the meeting and thanked the Parish Council for its support of his planning application.

The resident also raised the issue of the maintenance of saplings in the village and it was agreed that a meeting would be arranged, attended by the Chairman and Councillor David Bunn. **Action LL/DB**

Councillor David Bunn advised that a resident had contacted him with regard to residents leaving their wheelie bins at the front of their properties. The Chairman agreed to visit the resident to discuss the matter. **Action LL**

Councillor David Bunn also reported that the litter bin, located at the top of Stone Hill was not big enough and needed to be replaced. It was agreed that Councillor Bunn and the Clerk would identify a suitable replacement and report back at the next Parish Council meeting. **Action DB/TG**

*(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)*

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**24/22 Reports from County and District Councillors** – District Councillor David Hingley encouraged Councillors to attend Cherwell District Council's Parish Liaison Meeting on 8 June 2022. Councillor Hingley also reminded the Parish Council about the closing dates for the consultations on the Cherwell Green and Blue Infrastructure (GBI) Strategy and the Local Cycling and Walking Infrastructure Plan.

District Councillor Adam Nell echoed the comments from Councillor Hingley on the importance of the Parish Council responding to Cherwell District Council and Oxfordshire County Council's consultations. Councillor Nell also advised that CDC had published on its web site, the Annual Report and Accounts for 2021-2022 and the Accounts had been audited. There was also updated information on the CDC web site about the Homes for Ukraine Scheme.

There was no report from County Councillor Kieron Mallon.

The Chairman thanked the District Councillors for their reports.

**Resolved** that the reports be noted.

### **25/22 Environment/Village Matters**

- i) EV Electric Charging Points – The Parish Council discussed installing EV electrical charging points in the village, including Jubilee Hall.

**Resolved** that Councillor David Bunn to continue to investigate this further and report back to the Parish Council in due course, following discussions with the Jubilee Park Management Committee. **Action TG**

- ii) Burial Ground – The Parish Council discussed progressing the investigation into a new burial ground for Bloxham. The Clerk reported that a meeting had been held with the PCC on 1 June 2022 and a number of options and actions had arisen and at the moment, it was currently an information gathering exercise. A further meeting would be held in the next few weeks.

**Resolved** that the report be noted.

- iii) Dog Waste Bins – The Parish Council discussed a request to relocate one of the new dog waste bins on Bloxham Grove Road.

**Resolved** that this item be deferred until such a time that contact is made with the Parish Council, by the resident who had made the original request.

- iv) Entrance to Jubilee Park – The Parish Council discussed a request from Bloxham School for the vehicular entrance to Jubilee Park to be widened. Following a discussion, it was felt that the current access was sufficient and there was not a need to widen the access.

**Resolved** that the request to widen the vehicular access to Jubilee Park be discussed with the Jubilee Park Management Committee, but at the current time, the Parish Council is not minded to support the request. **Action DB/TG**

- v) Miller Homes Car Park – The Parish Council discussed the poor condition of the car park on the Miller Homes development on Tadmarton Road. Councillor Adam Nell advised that along with Councillor Kieron Mallon, a meeting was being held with the Head Teacher of the Primary School to discuss highway issues around the school and the matter of the car park surfacing could be incorporated into that meeting.

**Resolved** that the matter of the car park surfacing be taken forward by Councillors Adam Nell and Kieron Mallon at their meeting with the Head Teacher of Bloxham Primary School. **Action AN/KM**

- vi) Request for a Skate Park – The Parish Council discussed a request from a resident for a skate park in the village. The Clerk advised the Parish Council that this issue had been discussed previously and although the Parish Council acknowledged the need for facilities for young people, there was not any land available in the village for a skate park nor was there any funding to cover the purchase or on going maintenance of such a facility.

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**Resolved** that the request for a skate park in Bloxham not be progressed.

### 26/22 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:

22/01088/F	2A Strawberry Hill, Bloxham, Banbury Single storey front porch extension and incorporation of garage to provide a utility room and study
22/01076/F	Owens, Queen Street, Bloxham Replacement outbuilding
22/01145/LB	Little Bennetts, Rose Bank, Bloxham Installation of secondary double glazing to 7 windows to improve thermal performance and reduce local noise.
22/01147/F & 22/01148/LB	Brook Cottage, Little Bridge Road, Bloxham Rear single storey extension
22/01231/TCA	Goggs Hill, Little Green, Bloxham Tree works
22/01167/LB 22/01166/F	Seymour Cottage, Queens Street, Bloxham, Single storey monopitch rear extension

**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:

22/01458/F	12 Schofields Way, Bloxham, Removal of carport and construction of side extension, enclosure of front entrance porch. Single storey rear extension
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- 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) Cherwell Green and Blue Infrastructure (GBI) Strategy and Local Cycling and Walking Infrastructure Plan – The Clerk suggested to Councillors that they should look at both documents and pass their comments to her as soon as possible.

**Resolved** that:

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- 1) comments on the Cherwell Green and Blue Infrastructure (GBI) Strategy and Local Cycling and Walking Infrastructure Plan consultation documents be submitted to the Clerk for submission to Cherwell District Council; and **Action ALL**
- 2) the proposed new PRow along the farm track from The Ridgeway to the Windmill, be suggested as a new cycle route too. **Action TG**

### 27/22 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.

- ii) Play Area Inspection at the Jubilee – The Parish Council considered the annual play area inspection at Jubilee Park. Councillor David Bunn had attended a meeting with Stephen Phipps, Secretary of the Jubilee Park Management Committee, at the play area to discuss any necessary repairs.

**Resolved** that:

- 1) the annual inspection report be noted;
- 2) the invoice from Kompan for the new slide and other works be paid; and **Action TG**
- 3) quotes be obtained the other necessary repairs to the play equipment at Jubilee Park. **Action DB/TG**

- iv) Drainage at Jubilee Hall – The Parish Council discussed a report from Bloxham Football Club, that the toilets and drains had become blocked during their recent Football Tournament. There was a discussion about remedial works and it was felt that a survey should first be undertaken to establish the issues.

**Resolved** that a survey of the drainage system and toilets at Jubilee Hall be undertaken to establish the extent, if any, of the required remedial works. **Action DB/TG**

### 28/22 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 June 2022	
HMRC – Payment for June 2022	
Oxfordshire County Council – Clerks Pension for June 2022	
Theresa Goss – Data Registration Annual Fee	£40.00
Green Scythe Ltd – Grass Cutting Jubilee Park	£384.00
Wicksteed Leisure Ltd – Play Area Inspection at Jubilee Park	£144.00
GeoXphere Ltd – Parish On-Line Annual Fee	£240.00
Cotefield Treecare Ltd – Tree works in Queen Street	£1003.20
Nigel Prickett – Grass Cutting	£774.00

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Prysebros Ltd – Weed control	£648.96
Bloxham Biodiversity Group – Grant 2022-2023	£335.00
Bloxham Pre-School - Grant 2022-2023	£1800.00
Bloxham Table Tennis Club - Grant 2022-2023	£1500.00
Bloxham Flower Club - Grant 2022-2023	£300.00
Cherry Tree Centre – Community Donation 2022-2023	£6000.00
St Mary's Thursday Club - Community Donation 2022-2023	£5000.00
Alan Griffin, Church Clock Maintenance - Grant 2022-2023	£150.00
Bloxham Recreation Ground - Community Donation 2022-2023	£2500.00
Jubilee Park Management Committee – Room Hire	£25.00
Kompan – Play Equipment at Jubilee Park	£5862.48
A.C.S Bower Ltd – New base for bus shelter on A361	£3153.42

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 6 June 2022.

**Resolved** that the bank reconciliation as at 6 June 2022 be noted.

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

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

- iv) Platinum Jubilee Grants – The Parish Council considered the seven requests for Platinum Jubilee grants for street parties in the village.

**Resolved** that the applications be approved, the budget be increased to £700 and the payments be made on the productions of receipts. **Action TG**

**29/22 Correspondence** – There was no further correspondence.

**30/21 Jubilee Hall Project** – Councillor David Bunn gave an update on the Jubilee Hall project and advised that the two outstanding matters were the leaking shower valves which were still being investigated and the paper copies of the hand over documentation, which had not yet been received from Ian Harban Consultancy.

**Resolved** that the report be noted.

**31/22 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 4 July 2022
- Monday 1 August 2022
- Monday 5 September 2022
- Monday 3 October 2022
- Monday 7 November 2022
- Monday 5 December 2022

**17/22 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

## **BLOXHAM PARISH COUNCIL**

- Electric Charging Points
- Memorial Plaque for Queen Street
- Pensions Policy
- Litter Bin on Stone Hill

(The meeting ended at 9.15pm)

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Chairman – 4 July 2022