

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 7 FEBRUARY AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors Joanna Barton, David Bunn, Mike Fenner, Daniel Goodwin and Stephen Phipps.

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

APOLOGIES: District Councillors Mike Bishop and Andrew McHugh.

223/21 Declarations of Interest

Minute Number 231/21 – Planning Application 22/00168/F, Side Acre, Queen Street, Bloxham – Councillor Daniel Goodwin declared an interest in this item because the builder working at this site was known to him.

224/21 Minutes – Prior to the meeting, the minutes of the meeting held on 10 January 2022 had been circulated to the Parish Council and were taken as read.

With regard to Minute number 209/21, Councillor Daniel Goodwin clarified that the resident who had contacted him had requested that new litter bins should be purchased to replace the current ones in the village and they would also like the new litter bins to allow for recycling to be separated.

Resolved that the minutes of the meeting held on 10 January 2022 be approved and signed by the Chairman, with the above amendment. **Action LL/TG**

225/21 Matters Arising

Minute Number 209/21, Open Forum – Councillor Daniel Goodwin reported that further to his amendment to the minutes, the design of litter bins in the village should be addressed and businesses could be asked to sponsor them. It was agreed that this would be included in the list of priorities for the new Parish Council, which was being considered at the Annual Parish Meeting on 23 March 2022.

Minute Number 211/21 – Tree Works in Walsingham Close Amenity Area – The Chairman reported that he had met with the residents of Walsingham Close who had requested a new hedge be planted following the works in the amenity area. However, it was agreed that this would not be progressed until they had spoken to their neighbours and then they would advise the Parish Council accordingly about the hedge and how the residents would like the amenity area to be maintained in future.

Minute Number 211/21 – Dog Waste Bin on Footpath Next to Bloxham Mill – The Chairman reported that the location for the dog waste bin had been agreed and an order had been placed.

Minute Number 211/21 – Bloxham Annual Parish Meeting – This would be a physical meeting at Jubilee Hall on Wednesday 23 March 2022 at 7.30pm.

Minute Number 214/21 – Civility and Respect Project – The anti-bullying statement would be published on the Parish Council web site.

226/21 Chairman's Announcements

- Traffic Calming Working Group – A meeting date was yet to be arranged and it would stay in abeyance until Dave Catling had provided an update on the matters which had been highlighted to him.
- The Biodiversity Group would be interested in helping with the maintenance of land in Queen Street.

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227/21 Queen Street Land – The Parish Council discussed maintenance of the Queen Street land and as a number of residents were in attendance for this item, it was agreed to allow them to contribute to the debate.

A resident reported that there was a Queen Street Residents Group who wanted to continue to maintain the two pieces of land and keep them tidy and manageable.

There was a lengthy discussion about the future maintenance and there were a range of views about how this could be achieved. There was also a report that rats had been sighted but this had been addressed by Cherwell District Council's pest control service. There were also concerns about the state of both the entrance and the footpath which leads to Greenhills Park and how to protect wildlife, in particular hedgehogs.

Following the discussion, residents agreed that they would produce a Land Management Plan for both pieces of land and they would present the Plan to the Parish Council at its meeting on 7 March 2022. A meeting with residents would be arranged and the Parish Council's contractor, Nigel Prickett would also be invited.

Resolved that a Land Management Plan be submitted to the Parish Council by the Queen Street residents on 7 March 2022, with a view to agreeing the future maintenance of both pieces of land. **Action Queen Street Residents/TG**

The residents were thanked for addressing the Parish Council and for their work in Queen Street.

228/21 Open Forum – A resident addressed the Parish Council with regard to the roads in Oxfordshire and he felt that many of them were in need of maintenance works, especially addressing the number of potholes. District Councillor Adam Nell offered to liaise with County Councillor Kieron Mallon on this matter. **Action AN/KM**

The resident was thanked for addressing the Parish Council.

(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)

229/21 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council.

Councillor Adam Nell reported that Cherwell District Council had held an extraordinary Council meeting that evening with regard to splitting its services from the County Council.

Councillor Nell also reported that the budget consultation process had ended and the only disagreement was with regard to the funding of CCTV in Banbury town centre. However this had been resolved following a suggestion that it be monitored by artificial intelligence which would save on staffing costs.

Councillor Nell was thanked for his report.

230/21 Environment/Village Matters

- i) Walsingham Close Amenity Area – The Parish Council received an update on the meeting between the Chairman and the resident who requested a hedge be planted in Walsingham Close, between his property and the amenity area

Resolved that the matter be deferred until Walsingham Close residents who requested the hedge, have spoken to their neighbours and then they would advise the Parish Council accordingly about the hedge and how the residents would like the amenity area to be maintained in future.

- ii) Bloxham Annual Parish Meeting (APM) – The Chairman reminded the Parish Council that the APM would be held on Wednesday 23 March 2022 at Jubilee Hall, Bloxham at 7.30pm. Prior to the meeting, a draft agenda and draft priorities list had been circulated to the Parish Council.

Resolved that:

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- 1) the report be noted;
 - 2) the Annual Parish Meeting will agree the top ten priorities for the new Parish Council to focus on, after the elections in May 2022; and
 - 3) residents be invited to add items on the APM agenda. **Action TG**
- iii) The Queen's Platinum Jubilee Beacons – The Clerk reported that no one from the community had been in contact with regard to organising a village event to mark HM The Queen's Platinum Jubilee in June 2022.

Resolved that the report be noted.

- iv) The Gogs Footpath – The Parish Council discussed a request from the County Council to remove a barrier from the Gogs footpath.

Resolved that the Parish Council has no objection to the removal of the barrier and it be requested that the extended footpath be tarmacked with a non-slip material. **Action TG**

- v) Vandalism to Bloxham School Fence – The Parish Council discussed the vandalism which had occurred to the Bloxham School fence where pedestrians were gaining access to the School's playing field from Greens Garth, however, the playing field was not open to the public to use.

Bloxham School had completed the repair and residents would again be requested to respect the countryside and if vandalism continued to occur, then permissive footpaths in the village could be lost.

Resolved that:

- 1) the report be noted; and
 - 2) a note be included in the Broadsheet highlighting the issue of this vandalism and the potential impact it could have on the availability of permissive footpaths around the village. **Action TG**
- vi) Grass Verges – The Parish Council discussed the issue of grass verges being damaged by vehicles and pedestrians and the Chairman advised that signage had already been located in a couple of verges in the village.

Resolved that:

- 1) the report be noted; and
 - 2) new signs, asking drivers not to park their vehicles on the grass verge, be purchased and located, where necessary, in the village. **Action DB/TG**
- vii) Burial Ground – The Parish Council discussed the need and process to identify land for a new burial ground in the village.

Resolved that Consultants be contacted to acquire quotes and information on the services they offer with regard to new burial grounds. **Action TG/JB/DG**

231/21 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:

- 21/04069/F 22 The Avenue, Bloxham
Erect a two storey extension to the rear of the property, a porch to the front and internal alterations

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21/04065/TCA Stone Hill House, Stone Hill, Bloxham
Tree works

21/04182/TCA Old Park Farm, Stone Hill, Bloxham
Tree works

21/04258/F Ells Farm, Ells Lane, Bloxham,
Conversion of 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

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:

21/04236/F Bredon House, Courtington Lane, Bloxham
Demolition of existing conservatory. Single storey and two storey front extensions. Render and cladding to entire dwelling. New windows and doors. Garage conversion. Rear pergola. Lean-to timber shed along side elevation. Solar panels to rear elevation.

22/00168/F Side Acre, Queen Street, Bloxham
New single storey annexe and triple garage to be created in the rear garden

22/00252/NMA 11 South Newington Road, Bloxham
Non-material amendment to 20/00912/F - change wall material to rear single storey lean to from facing bricks to natural stone to match existing

22/00166/TCA Oak Lodge, Courtington Lane, Bloxham,
Tree works

22/00169/DISC Side Acre, Queen Street, Bloxham
Discharge of condition 3 (cotswold stone sample) and 4 (slate sample) of 21/03861/F

21/03773/F Lynton, Banbury Road, Bloxham
Single storey rear extension to form kitchen, diner and snug; first floor to be extended to enlarge bedroom and create dressing area and en-suite - resubmission of 21/02209/F

21/04162/F Oak Tree Farm, Tadmarton Road, Bloxham
Creation of farm access and installation of 2 no x 15ft gates - re-submission of 21/02190/F

- 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) Planning Application 22/00168/F, Side Acre, Queen Street, Bloxham – The Parish Council considered an application for a new single storey annexe and triple garage to be created in the rear garden.

Resolved that the presently agreed planning application (21/03861/F) has approval for a garage in the garden, to which the Parish Council had no objection. This removed vehicles from the very narrow Queen

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Street. However the same approval, more than doubled the footprint of the existing house increasing the bedrooms from three to four, with ensuite facilities. The ground floor now has twice as much living space and there is also a basement.

This new proposal will make three garages but positioned in the same place and again removes vehicles off the road to which there is no objection.

However the application for this site was originally to build two houses on the plot, which the Parish Council and neighbours objected to. Bearing in mind the present extensive development of the property with living accommodation, it will effectively put two dwellings on this plot.

Therefore, Bloxham Parish Council objects to application 22/00168/F on the following grounds:

1. The Parish Council has concerns for the neighbours in that their living conditions may be harmed by this over development being on the boundary. (BNDP Policy BL9a)
 2. The Parish Council also has concerns that the proposal would restrict the turning of vehicles onsite and will remove the benefit of onsite parking from the narrow congested Queen Street.
 3. The annexe will also over develop the plot and the property as a whole, will not relate in scale and massing to surrounding houses. (BNDP BL11).
 4. The annexe would be development in a residential garden (BDNP Policy BL12c) which would not usually be permitted.
- iv) Review of the Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council discussed reviewing the BNDP and District Councillor Nell gave an update on the consultation process for Cherwell District Council's Local Plan.

Resolved that the review of the Bloxham Neighbourhood Development Plan be highlighted as a priority for the new Parish Council from May 2022 onwards. **Action TG**

232/21 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:

Theresa Goss – Voucher for Residents of Woodbine Cottage for power to Christmas tree	£40.00
Eco Web Hosting - Email Hosting	£5.99
David Andrews – St Mary's Church Lighting	£117.00
David Andrews – Christmas Tree Light	£193.20
Broxap – Three Dog Waste Bins	£783.60
Cotefield Treecare – Tree Work in Painters Close and Greenhills Park	£1046.40
Wicksteed Leisure Ltd – Play Equipment at Bloxham Recreation Ground	£165.00
Viking – Stationery for Clerk	£107.34
Community First Oxfordshire – Annual Subscription	£76.00
John Groves – BNDP Domain Name	£8.99
Jubilee Park Management Committee – Room Hire	£25.00
Theresa Goss – Salary and Expenses for February 2022	
HMRC – Payment for February 2022	
Oxfordshire County Council – Clerks Pension for February 2022	

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St Mary's Parish Rooms – Room Hire	£150.00
Paul Lester – Installing Dog Waste Bins	£225.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 7 February 2022.

Resolved that the bank reconciliation as at 7 February 2022 be noted.

- iii) Budget Monitoring – Prior to the meeting, the budget monitoring report from April 2021 to February 2022 had been circulated to the Parish Council.

Resolved that:

- 1) the budget monitoring report from April 2021 to February 2022 be noted; and
- 2) advice and investigations into the Parish Council's Money Management be included as a priority for the new Parish Council after May 2022. **Action TG**

233/21 Correspondence – There was no further correspondence.

234/21 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 minutes numbered 235/21 & 236/21 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

235/21 Quote for Tree Works at Jubilee Park – The Parish Council considered a quote from Cotefield Treecare Ltd for works to trees at Jubilee Park

Resolved that the quote from Cotefield Treecare for the specification in Job C, be accepted. **Action TG**

236/21 Jubilee Hall Project – The Chairman 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)

237/21 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.

- Monday 7 March 2022
- Wednesday 23 March 2022 (Annual Parish Meeting)
- Monday 4 April 2022

238/21 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
- Queen Street Land Management Plan

(The meeting ended at 8.50pm)

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Chairman – 7 March 2022