

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 7 MARCH 2022 AT 7.30PM

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

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

APOLOGIES: Parish Councillor Daniel Goodwin submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

239/21 Declarations of Interest – There were no declarations of interest.

240/21 Minutes – Prior to the meeting, the minutes of the meeting held on 7 February 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 7 February 2022 be approved and signed by the Chairman.

241/21 Matters Arising

Minute Number 230/21 (v) & (vi) – Vandalism to Bloxham School Fence & Grass Verges - Information had been included in the Bloxham Broadsheet with regard to the vandalism and so too had problems of parking on grass verges.

Councillor David Bunn advised that the Thames Valley Police information relating to parking obstructions had also been included in the Broadsheet. This was separate from the issue of parking on pavements and suitable signage would be purchased for use on the A361. **Action DB**

242/21 Chairman's Announcements

- Annual Parish Meeting 2022 – This was being held on Wednesday 23 March 2022 at 730pm at Jubilee Hall and all residents were invited to attend.

243/21 Open Forum – The residents did not wish to address 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)

244/21 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

District Councillor Adam Nell reported on how the District Council was helping the humanitarian effort to support the refugees from Ukraine. Information was available on the Cherwell DC web site.

With regard to the Local Cycling and Walking Infrastructure Plan consultation, this would be starting sometime this month and there would be a second round of consultations closing at the end of July. The Plan would come into force by the end of September 2022 and Councillor Nell encouraged the Parish Council to respond to the consultation.

Local Transport and Connectivity Plan was also being consulted on by the County Council and information was on the County Council web site and the aim was to reduce car journeys in the County.

With regard to the HM The Queen's Jubilee Celebrations, funding was available at Cherwell DC and Councillor Nell had sent information to the Clerk.

Councillor Nell had been approached by a charity called Ability who ran bus services for older people and they would like to attend a Parish Council to provide further information.

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Councillor Nell was thanked for his report.

Resolved that the report be noted.

245/21 Environment/Village Matters

- i) Queen Street Land – David Green attended the meeting and reminded the Parish Council of the timeline of events which had occurred on the two pieces of land in Queen Street. There had been a residents meeting on 21 February 2022 to discuss the land management plan and a WhatsApp group was also created for residents who were involved with the maintenance of the land.

On 27 February 2022 residents had met on site and on 6 March 2022 they held a work party and completed maintenance works on the land. David Green circulated photographs to the Parish Council of the work which had been undertaken. The residents would like to keep the land wild, but maintained and there would be planting to encourage wildlife too. Residents had also made donations to fund the planting.

David would be contacting the Feoffees with regard to a potential donation towards the project and skips had been provided free of charge by Smiths of Bloxham, for the work party held on 6 March 2022.

Resolved that:

- 1) the report be noted;
 - 2) Smiths of Bloxham be thanked for providing the skips free of charge for the work party;
 - 3) Councillor Kieron Mallon be contacted with regard to a request to spread gravel on the turning area in Queen Street to improve the surface; **Action TG**
 - 4) Cotefield Treecare Ltd be asked to attend a meeting with David Green to discuss the three trees at the site which require maintenance work; **Action TG**
 - 5) Nigel Prickett be asked for a quote to cut back the brambles on the smaller piece of land; and **Action TG**
 - 6) a quote for a 'Queen Square' sign/plaque be obtained. **Action TG**
- ii) Dog Waste Bin – The Parish Council discussed installing a new dog waste bin on on the Bloxham Circular Walk at the intersection of the PROW with Tadmarton Road and the intersection of the PROW with Ells Lane.

Resolved that:

- 1) the report be noted;
 - 2) two dog waste bins be purchased and installed on the Bloxham Circular Walk at the intersection of the PROW with Tadmarton Road and the intersection of the PROW with Ells Lane; and **Action TG/DB**
 - 3) Cherwell District Council be advised that the dog waste bin the Country Park is overflowing. **Action TG**
- iii) Repainting of Bus Stop Posts – The Parish Council discussed repainting the bus stop posts in the village.

Resolved that:

- 1) the report be noted;
 - 2) the fifth bus stop post located next to the wooden bus shelter on A361 be re-painted by Paul Lester; **Action TG**
 - 3) Alan Bower be contacted for his quote to lay the base for the bus shelter on the A361; and **Action TG**
 - 4) the Chairman to contact the resident of Dursley on Banbury Road with regard to the removing the ivy on their fence, when the base is installed. **Action LL**
- iv) Remembrance Day Parade 2022 – The Parish Council discussed its involvement with the 2022 event.

Resolved that a meeting be arranged with the Royal British Legion and Bloxham School once the new Parish Council has been elected in May 2022. **Action TG**

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246/21 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:

- 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
- 21/04236/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.
- 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
- 22/00198/F Scrubbity Barrows, Cumberford Hill, Bloxham
Removal of shed. Construction of single storey annexe with basement. Removal of double pitch porch roof and single pitch replacement. Vehicle entrance standing area to be extended to accommodate one vehicle off the highway. Entrance walls to access reconfigured to provide improved sightlines
- 22/00314/F 14 Lawrence Leys, Bloxham
Single storey 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:

- 22/00168/F Side Acre, Queen Street, Bloxham
New single storey annexe and triple garage to be created in the rear garden
- 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
- 22/00346/F 1 Winters Way, Bloxham,
Demolish existing conservatory. Proposed single storey rear extension and part double storey rear extension. Internal alterations

Resolved that, it be noted that the Parish Council is considering the following planning applications/works to trees:

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- 22/00403/TCA Pitts Orchard, Cumberford, Bloxham,
Tree works
- 22/00454/DISC Stone Hill House, Stone Hill, Bloxham
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings) of 21/01476/LB
- 22/00469/DISC Stone Hill House, Stone Hill, Bloxham
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings details) of 21/01505/F
- 22/00477/F Land Adj to Warriner Game Court, The Warriner School, Banbury Road, Bloxham
Proposed water tank, pump room plant and associated enclosure

- 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.

247/21 Parish Council Matters

- i) Staffing Committee – Prior to the meeting, the Terms of Reference for the Staffing Committee and the minutes of the Staffing Committee held on 21 February 2022 had been circulated to the Parish Council.

Resolved that:

- 1) the minutes be noted;
- 2) the recommendations be approved; and
- 3) the terms of reference for the Staffing Committee be approved.

- ii) Traffic Calming Working Group – Prior to the meeting, the minutes of the meeting held on 3 March 2022 had been circulated to the Parish Council.

Resolved that:

- 1) the report be noted;
- 2) the recommendations be agreed;
- 3) double yellow lines on Courtington Lane on the junction with the A361 be progressed with the County Council; **Action LL/TG**
- 4) an application be submitted to the County Council for 20mph speed restrictions in Bloxham and the Survey Monkey questionnaire be circulated to residents in the village; **Action TG**
- 5) a quote for a Traffic Survey be requested from the County Council; and **Action TG**
- 6) the minutes of the Traffic Calming Working Group held on 3 March 2022 be sent to County Councillor Kieron Mallon. **Action TG**

248/21 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:

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Seckington and Whitehead – Valuation 4	£25,071.24
Eco Web Hosting - Email Hosting	£5.99
Theresa Goss – Annual Drop Box Fee	£95.88
Paul Lester – Refurbishment of Bus Stops on A361 (by Bloxham Museum)	£380.00
Paul Lester – Removal and disposal of litter bins	£35.00
Oxfordshire Association of Local Council – Annual Subscription	£754.18
Theresa Goss – Salary for March 2022	
HMRC – Payment for March 2022	
Oxfordshire County Council – Clerks Pension for March 2022	
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 7 March 2022.

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

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

Resolved that the budget monitoring report from April 2021 to February 2022 be noted.

- iv) Members Allowances 2022/2023 – Prior to the meeting, the report of the Independent Remuneration Panel 2022/2023 had been circulated to the Parish Council.

Resolved that:

- 1) the report be noted;
- 2) no basic allowances be paid to Councillors for 2022/2023; and
- 3) travel and subsistence be paid in accordance with the report, on production of receipts.

249/21 Correspondence – The Chairman reported that a letter had been received from the Jubilee Park Management Committee with regard to the project at Jubilee Hall. Prior to the meeting, the Chairman had circulated a draft response. It was agreed that the draft response be sent to the Jubilee Hall Management Committee. **Action TG**

250/21 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 251/21 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

251/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project.

Resolved that:

- 1) the report be noted;
- 2) the supply and install of 7 x 5 foot loft lights in the roof void not be progressed by the Parish Council and is an optional extra for the Jubilee Park Management Committee to consider;
- 3) a quote be obtained from a local electrician to investigate the three faulty ceiling lights; **Action SP**
- 4) one of the faulty showers be returned to manufacturer to establish the issues with the showers and the Parish Council will cover the cost of the purchase of one new shower; **Action SP**
- 5) Ian Harban Consulting be asked to confirm whether KEM is attending the site meeting on Wednesday 9 March 2022; **Action TG**
- 6) a quote be obtained for repairs to the metal grid which runs along the length of the access road to Dewey Hall; and **Action SP**

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- 7) the draft response to the letter from the Jubilee Park Management Committee, approved earlier in the meeting, be amended accordingly to reflect the decisions above. **Action LL/TG**

(The public and press were invited back into the meeting at the conclusion of this item)

252/21 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.

- Wednesday 23 March 2022 (Annual Parish Meeting)
- Monday 4 April 2022
- Monday 9 May 2022

253/21 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
- Play equipment at Bloxham Recreation Ground
- Bloxham Biodiversity Group – No Mow in May

(The meeting ended at 9.35pm)

Chairman – 4 April 2022