

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 9 JANUARY 2023 AT 7.15PM

PRESENT: Chairman, Councillor David Bunn; Councillors Russell Avens, Steve Craggs, Joanna Barton and Richard Boyce.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillors Adam Nell and David Hingley and one member of the public.

The Chairman welcomed Steve Craggs to his first meeting of the Parish Council.

134/22 Apologies – Parish Councillor Mike Fenner submitted his apologies because he was unwell.

Resolved that the apologies be authorised and the absence approved.

135/22 Declarations of Interest – There were no declarations of interest.

136/22 Minutes – Prior to the meeting, the minutes of the meeting held on 5 December 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 5 December 2022 be approved and signed by the Chairman.

137/22 Matters Arising

Minute Number 122/22 – Matters Arising – A meeting with regard to the Remembrance Day Parade 2023 was being held on 22 February 2023 with the Royal British Legion.

138/22 Chairman's Announcements

- Issues with Amazon delivery Vans at The Gogs – There had been a few incidents of Amazon vans getting stuck in the mud at The Gogs because their sat nav was directing them in the wrong direction. A van had been stuck there since Christmas Eve, but Amazon had confirmed it would be removed once the ground had dried out.
- Car Park on Tadmarton Road, Bloxham – Cherwell District Council was in contact with the Management Company of the Miller Homes site because it was their responsibility to maintain the car park. The Parish Council nor Cherwell District Council had any responsibilities relating to the site or the car park.
- Planters on A361 – The two planters which had been located on the A361/Ell's Lane/Bloxham Grove Road junction had been removed when the road modifications were undertaken. They no longer fitted on the grass verges and new locations were required.
- Progress Report on Traffic Calming Proposals – The Parish Council was still waiting for the County Council to come back with further details on the proposals. Once a response had been received, a meeting of the Traffic Calming Working Group would be arranged.
- Air Quality – A resident of the village, Brian Smith, had indicated that he would be willing to progress an air quality survey on behalf of the Parish Council.
- Bleed Kit – The bleed kit was now located in the defibrillator cabinet at the Ex-Servicemen's Hall and the Chairman would buy the required sticker to be placed on the cabinet, so that it was clear a pack is located there.
- Christmas Lunch – Thanks were passed to Bee Myson and her team for the excellent Christmas Day lunch which they kindly provided for the community.
- Primary School Flashing Amber Lights – These had now been connected and were working.
- Community Speed Watch Scheme – PC Lee Turnham had confirmed that the kits would soon be available and then the Scheme would be able to start.
- EV Charging Points – Jubilee Park Management Committee had agreed to a charging point being located in the car park and a feasibility study would be undertaken. The unit would result in the loss of a parking space.
- Christmas Tree – The tree had been well received and was much bigger than in previous years. It would now be planted at John Wyatt's nursery and the same tree would be used for Christmas 2023.

BLOXHAM PARISH COUNCIL

- Dog Fouling in Kings Road – Dog fouling was an issue again and if volunteers could be found, the ‘Poo Means Paint’ initiative could be re-started.

139/22 Open Forum – A resident addressed the Parish Council with regard to the number of drains which were blocked or partially blocked on High Street. These would be reported to the County Council on the ‘Fix My Street’ web site.
Action TG

The resident also asked about metal detecting in the village. The Clerk asked the resident to send her a list of sites she would like to complete the metal detecting and she would try to identify the landowners. **Action TG**

Councillor Steve Craggs report that the footpath on the A361 appeared not to have been completed properly and was uneven. The Clerk would contact Galliford Try to establish whether further works were due to be completed.
Action TG

Councillor Joanna Barton reported that a property in Colgrave Road appeared to have taken some of the grass verge and had fenced it off as their own property. The Clerk would raise this with the County Council to investigate further. **Action 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)

140/22 Reports from County and District Councillors – Prior to the meeting, District Councillor David Hingley had circulated his report to the Parish Council. He highlighted that the Local Plan 2040 consultation process would start at the end of the month.

There was a discussion about the Local Plan 2040 and Councillor Hingley agreed to check whether the Ell’s Lane proposal would be included within the current housing figures or as part of the new Plan. **Action DH**

The Clerk was also asked to re-circulate to Parish Councillors, the Parish Council’s response to the ‘Call for Sites’ consultation which was submitted to Cherwell District Council in October 2021. **Action TG**

Councillor Adam Nell reported that Cherwell District Council would set its budget next month and it was proposed that Council Tax would increase by 3%. Cherwell DC had also given out food vouchers to those on housing benefit. There were also a number of ‘warm spaces’ in the District, however these were not widely advertised to try and discourage people from travelling long distances and taking advantage of the Scheme.

A new ‘Tenants Charter’ had been published for Landlords in the District to remind them of their responsibilities as a landlord. This was mainly aimed at social housing landlords.

The Chief Constable of Thames Valley Police was attending a meeting of the Overview and Scrutiny Committee at Cherwell District Council on 24 January 2023 at 630pm.

The Councillors were thanked for their reports.

Resolved that the reports be noted.

141/22 Environment/Village Matters

- i) Burial Ground – The Clerk reported that clarification from the grave digger, that the area of land to the rear of St Mary’s Church, which was proposed as a new burial ground, was not suitable to be dug and used as a burial ground.

Resolved that Alan Clever, the grave digger at St Mary’s Church, be contacted to confirm whether or not the proposed area of land at the rear of the Church, is able to be dug and is suitable for burials. **Action SC**

- ii) Memorial Bench – The Parish Council discussed making a contribution to a memorial bench and plaque for David Tyrrell, who passed away on 18 November 2022.

BLOXHAM PARISH COUNCIL

Resolved that the purchase of a bench and plaque be supported in principle, subject to further details on costs and location. **Action TG**

- iii) Parking Spaces at The Old Bank – The Parish Council considered an offer from the landowner of The Old Bank to utilise his land for three parking spaces.

Resolved that the offer not be taken forward due to the issues with the relocation of the Open Reach box, which will cost approximately £11,000.

- iv) County Council Tree Donation – The Parish Council discussed the offer of a tree to be planted in the village by the County Council.

Resolved that a mature tree be planted on the corner of Kings Road and the A361. **Action TG**

- v) Bloxham Recreation Ground Pavilion – The Parish Council received an update on the proposed works to the roof at the pavilion, following the meeting on 22 December 2022 with Seckington and Whitehead and the Recreation Ground Trustees.

The Chairman advised that Seckington and Whitehead would review their quote and forward this to the Parish Council in due course.

There was also discussion about how David Tyrrell could be remembered at the Recreation Ground, as part of the project.

Resolved that the report be noted.

142/22 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:

22/03364/TCA The Woodlands, Workhouse Lane, Bloxham
Tree works

22/03395/F Bloxham Dental Practice, Godswell House, Church Street, Bloxham
Proposed single storey extension to provide additional dental treatment rooms and staff facilities in coordination with internal phased alterations. In addition to new hard landscaping to extend parking spaces and temporary provisions for a staff site cabin for use during the proposed phased construction

22/03451/TCA The Malt House, Queen Street, Bloxham, OX15 4QQ
Tree works

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:

22/03445/F Formerly The Bungalow, Queen Street, Bloxham
Single storey reduced level extension to existing bungalow, with associated landscaping

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

22/03571/TCA Steeple Barn, Painters Close, Bloxham

BLOXHAM PARISH COUNCIL

Tree works

- 22/03620/TCA Sunnyside, High Street, Bloxham
Tree works
- 22/03780/DISC Stone Hill House, Stone Hill, Bloxham
Discharge of Condition 4 (timber cladding) of 21/01476/LB
- 22/03724/F & 22/03725/LB Grey Roofs, Kings Road, Bloxham
Creation of new openings and alterations to existing openings; removal of modern elements and insertion of stud walls; conversion of rear range to create of boots / utility rooms; removal of porch; 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.

143/22 Parish Council Matters

- i) Vacancies – The Clerk reported that there was one application for co-option onto the Parish Council.

Resolved that Stuart Begg be co-opted onto the Parish Council and the remaining five vacancies continue to be advertised. **Action TG**

- ii) Drop-In and Chat – Prior to the meeting, a report on the Drop-In and Chat had been circulated to the Parish Council.

Resolved that:

- 1) the report be noted;
- 2) the report be uploaded onto the Parish Council web site; and **Action TG**
- 3) Sargeant Sarah Nash be invited to attend a future Drop-In and Chat session to discuss rural crime with residents. **Action TG**

- iii) Early Day Motion – The Parish Council discussed supporting the House of Commons, Early Day Motion/(EDM) tabled by Dr Julian Lewis, MP for New Forest East. The EDM would call on the Government to re-visit its response to the Committee on Standards in Public Life report on Local Government Ethical Standards, including the introduction of tougher sanctions to deal with poor behaviour in local councils

Resolved that:

- 1) the Early Day Motion be noted;
- 2) the Early Day Motion not be supported; and
- 3) reasons for not supporting the Motion be forwarded to Oxfordshire Association of Local Councils. **Action SC/TG**

144/22 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.

BLOXHAM PARISH COUNCIL

Resolved that the income since the last meeting and the uncashed payments be noted and the following accounts for payments be approved:

Enix Ltd Bank - Email Hosting	£5.99
Theresa Goss – Salary for January 2023	
HMRC – Payment for January 2023	
Oxfordshire County Council – Clerks Pension for January 2023	
Theresa Goss – Vouchers for Electricity for Christmas Tree	£140.00
Theresa Goss – Emergency Bleed Kit	£107.98
Unity Trust Bank – Service Charge	£18.00
Green Scythe Ltd – Grass Cutting at Jubilee Park	£192.00
Auditing Solutions Ltd – Interim Internal Audit 2022/2023	£282.00
JPMC – Room Hire	£20.00
Aplins Solicitors – Eleen Hinde Hall Agreement	£960.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 9 January 2023.

Resolved that the bank reconciliation as at 9 January 2023 be noted.

- iii) Budget Monitoring – The Parish Council considered the budget monitoring report from April 2022 to January 2023.

Resolved that the budget monitoring report from April 2022 to January 2023. be noted.

- iv) Parish Council Bank Accounts – The Parish Council discussed moving some of the Parish Council funds into another bank account or making an investment.

Resolved that Councillors and the Clerk to look into this matter and report back to the next meeting. **Action TG**

- v) Internal Audit 2022/2023 – The Parish Council considered the Interim Internal Audit report for 2022/2023.

Resolved that the report be noted and approved.

145/22 Correspondence – The Clerk reported that she had been made aware that Thames Water were discharging storm overflow into Bloxham Brook which meant that there could be sewage in this section of the watercourse. This had started on 30 December 2023 and was continuing. This information was freely available on the Thames Water web site and the Clerk was asked to contact Thames Water to establish when this would cease. **Action TG**

The Clerk reported that she had received an email from a resident asking that 'No Parking' signs be located next to the public right of way from Queen Street to Green Hills Park. The Chairman agreed to follow up on this matter. **Action DB**

146/22 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 147/22 & 148/22 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

147/22 Grass Cutting Contract 2023/2024 – The Parish Council discussed the grass cutting contract for 2023/2024.

Resolved that the quote from Nigel Prickett be accepted for the grass cutting contract for 2023/2024. **Action TG**

BLOXHAM PARISH COUNCIL

148/22 Tree Works & Bench on The Green (by the War Memorial) – The Parish Council considered quotes for works to cut back the trees on the Green.

Councillor Richard Boyce advised the Parish Council on his work to either replace or refurbish the round bench on The Green and he would update the Parish Council further at the next meeting.

Resolved that:

- 1) the report be noted; and
- 2) the quote from Cotefield Treecare Ltd for Job B, be approved. **Action TG**

149/22 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 6 February 2023
- Monday 6 March 2023
- Monday 3 April 2023
- Wednesday 26 April 2023 (Annual Parish Meeting)

150/22 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Queen Street Land
- Energy Crisis
- Cherry Tree Centre
- Parish Council Bank Accounts

(The meeting ended at 9.20pm)

Chairman – 6 February 2022