

BLOXHAM PARISH COUNCIL

MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING WAS HELD USING ZOOM ON THURSDAY 9 APRIL 2020 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs; Councillors Joanna Barton, David Bunn, Sophie Floate, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer) and District Councillor Andrew McHugh.

APOLOGIES: Councillor Amanda Baxter submitted her apologies because she had another appointment, the apologies were accepted and the absence was authorised.

Councillor Kirsty Rose submitted her apologies because she had another appointment, the apologies were accepted and the absence was authorised.

District Councillors Christine Heath and Councillor Mike Bishop also submitted their apologies.

The Chairman welcomed everyone to the meeting and advised Councillors that for security reasons, the facility to record the meeting on Zoom had been switched off.

287/19 Declarations of Interest

Minute Number 280/19, Bloxham Service Station, South Newington Road, Bloxham – Councillor Joanna Barton declared an interest because she was a neighbour to the site of the application.

288/19 Minutes – Prior to the meeting, the minutes of the meetings held on 2 March 2020 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meetings held on 2 March 2020 be approved and signed by the Chairman.

289/19 Matters Arising

Minute Number 20/19 (ii), Parish Council Matters – Councillor Nick Rayner confirmed that he had contacted Dave Harrison at Oxfordshire County Council with the initial list of potential traffic calming measures which the Parish Council would like to be introduced in the village, but he was yet to receive a reply.

290/19 Chairman's Announcements

- Bloxham Conservation Area Re-Appraisal – Cherwell District Council had extended the Parish Council's deadline for comments on the re-appraisal.
- Gladman Developments had recently lost a number of appeals and their CEO had made a statement that the company felt there was no benefit to submitting refused applications for appeal because it not economically viable. However, the Chairman suspected this was a comment directed at the Government and their policy to build more houses in the UK.
- Councillors were reminded that the next meeting of the Parish Council was the Annual Meeting when the Chairman for 2020/2021 would be appointed. He prompted Councillors to think about whether they would like to be Chairman. The Chairman advised that there was a time commitment to the role and he would be happy to discuss this with any Councillors who would be interested in the role.

291/19 Open Forum – There were no members of the public present.

(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)

293/19 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

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District Councillor Andrew McHugh reported that he had spoken to Bloxham Surgery and they were prioritising patients who were shielding from Covid-19. Personal Protective Equipment was still an issue and NHS England was trying to get supply lines in place. However, it appeared that cases of Covid-19 were slowing down so it was hoped the peak would happen shortly.

Councillor Gloria Lester-Stevens asked Councillor McHugh how charities could obtain funding during the Covid-19 crisis. Councillor McHugh advised that there was a fund at Cherwell District Council and each Councillor had £2000 to help alleviate some of the Covid-19 issues. The Chairman advised that funds were available from other sources too and any ideas should be forwarded to the Clerk. **Action ALL**

294/19 Planning

i) Planning Applications:

- 20/00843/AGN, Land North of Bloxham Road, Milcombe – The Parish Council considered an application for the erection of an agricultural building for machinery and hay/silage storage.

Resolved that the Parish Council has no objection to application 20/00843/AGN. **Action TG**

- 20/00912/F, 11 South Newington Road, Bloxham – The Parish Council considered an application for a two storey side extension, a single storey rear extension and new a garage.

Resolved that the Parish Council objects to application 20/00912/F because the application is contrary to the Bloxham Neighbourhood Development Plan Policy BL9 (a) in that the application does not ensure that the living conditions of neighbouring residents are not materially harmed, due to the loss of light to the neighbours and the over development of the site. The Parish Council also has concerns that it appears the neighbours at number 12 South Newington Road have not been consulted. **Action TG**

- 20/00691/F, Bloxham Service Station, South Newington Road, Bloxham – The Parish Council considered a retrospective application for the erection of an Amazon click and collect locker with fluorescent lighting over the locker.

Resolved that the Parish Council objects to retrospective application 20/00691/F because it is contrary to the Bloxham Neighbourhood Development Plan Policy BL9 (a) in that the application does not ensure that the living conditions of neighbouring residents are not materially harmed, due to the additional light, noise and vehicle movements which approval of this application will entail. The Parish Council also has concerns that the application form has not been completed accurately and the measurements on the plans are incorrect. **Action TG**

- ### ii) Bloxham Conservation Area Re-Appraisal – The Parish Council discussed the consultation document and Article 4 of the Town and Country Planning (General Permitted Development) Order 1995.

Resolved that the following comments be submitted to Cherwell District Council:

- 1) the following first sentence and subsequent paragraph of 'Settlement and Views' be removed:

'The settlement of Bloxham has largely lost its rural, agricultural setting'

and it be replaced with:

'Despite some development on the boundaries of Bloxham, the Parish Council works hard to retain its rural, agricultural setting, still being surrounded by agriculture and with many, many rural and historic features and buildings within the settlement';

- 2) the following sentence on page 32, 9.11, 'Character and Appearance' be removed:

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'Bloxham is predominantly built-up with a largely urban character, despite its status as a village.'

and be replaced with:

'Despite a number of developments over the last few years, Bloxham still retains its rural, agricultural setting, surrounded by agriculture and with many rural and historic features and buildings within the settlement;'

- 3) the boundary changes be approved; and
- 4) an Article 4 Order for Bloxham be progressed, this not be applied retrospectively and without the need for a Referendum.

295/19 Environment/Village Matters

- (i) Bloxham Annual Parish Meeting – The Parish Council discussed the delay to the Bloxham Annual Parish Meeting which had been scheduled for Thursday 16 April 2020, due to Covid-19.

Resolved that:

- 1) the report be noted;
- 2) it be noted that the meeting might be held at the end of May 2020 and a decision will be taken nearer the time; and
- 3) irrespective of whether or not the Annual Parish Meeting is convened, the following reports be published on the Parish Council web site; the Chairman's report for 2019/2020, accounts for the year ending 31 March 2020 and the County and District Council reports. **Action TG**

296/19 Parish Council Matters

- i) Emergency Executive – The Parish Council discussed delegating to the Chairman, Vice-Chairman and Clerk the authority to take any decisions on behalf of the Parish Council, during the Covid-19 crisis, if a Parish Council meeting is unable to be held, either virtually or physically.

Resolved that now virtual meetings of the Parish Council are permitted legally, this delegation is no longer necessary.

297/19 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 9 April 2020.

Resolved that:

- 1) the following accounts for payment be approved and the bank reconciliation be noted:

| Payments | Amount | Cheque No. |
|---|----------|------------|
| Theresa Goss – Salary for April 2020 | £949.54 | 1687 |
| Theresa Goss – Expenses for April 2020 | £57.13 | 1687 |
| HMRC – April 2020 payment | £336.38 | 1688 |
| Cherwell District Council – Emptying Dog Waste Bins for winter period | £1287 | 1689 |
| Walker Graham – Architects fees for Jubilee Hall Project | £204.00 | 1690 |
| Bourton Drain Services Ltd – Work at Jubilee Hall | £183.60 | 1691 |
| Viking – Stationery order | £21.92 | 1692 |
| TaxAssist Accountants – Payroll services for 2020/2021 | £268.64 | 1694 |
| OCC Pension Fund – April 2020 payment | £355.21 | 1695 |
| Bloxham Mill Ltd – Room hire | £63.00 | 1696 |
| David J Andrews – Work at Bloxham Recreation Ground Pavilion | £3112.80 | 1697 |

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- 2) the signatories on the Parish Council bank accounts be confirmed as Councillors Steve Craggs, Leonard Leigh, Mike Morris, Nick Rayner and the Clerk, Theresa Goss. **Action TG**

298/19 Correspondence – Councillor David Bunn reported on the section of the shorter Circular Walk, by the Ridgeway which had been closed by the land owner. Despite a number of warnings and polite requests, the decision had been made because users were not showing respect for the farmers or the countryside by leaving dog waste on the ground and allowing their dogs to run in fields where there were pregnant ewes and new born lambs. This decision was supported by the Parish Council.

299/19 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 300/19, 301/19 & 301/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

300/19 Grass Cutting – The Parish Council considered a quote for the grass cutting at Jubilee Park for 2020/2021 from Green Scythe Ltd.

Resolved that the quote for a 3 years contract be accepted and only the cuttings in the play area be collected.
Action TG

301/19 Fencing at The Slade – The Parish Council considered a quote for fencing between The Slade and the Miller Homes Country Park, from Mr Nigel Prickett.

Resolved that:

- 1) the quote for the stock netting (post and wire) fence be approved;
- 2) the two trees which cross the boundary from The Slade and the Country Park be removed; and **Action TG**
- 3) Marie Jones be asked to send a photograph of the trees to enable suitable companies to be approached to remove them. **Action TG**

302/19 Section 106 Project, Jubilee Hall – The Chairman and Councillor Stephen Phipps gave an update on the project at Jubilee Hall, the issues which were still outstanding and the progress which had been made.

Resolved that the report be noted and the actions be approved. **Action SC/TG**

303/19 Meeting Dates – The Chairman reported that until further notice, Parish Council meetings would be virtual meetings held on Zoom. They would all commence at 7.30pm.

However due to the current situation with Covid-19, he also highlighted that these meeting dates are subject to change at short notice and details would be published on the Parish Council web site.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 4 May 2020
- Wednesday 20 May 2020
- Monday 1 June 2020
- Tuesday 16 June 2020
- Monday 6 July 2020
- Tuesday 14 July 2020
- Monday 3 August 2020 (Only one meeting in August 2020)
- Monday 7 September 2020
- Wednesday 16 September 2020
- Monday 5 October 2020

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- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020 (Only one meeting in December 2020)

303/19 Items for Future Agendas

- Dog Friendly Stiles
- Play equipment at Bloxham Recreation Ground
- Funding of project at Bloxham Recreation Ground
- Oxfordshire County Council's Fix My Street Super Users – To discuss the County Council's Fix My Street Super User initiative.
- Street Lighting in Barford Road – To discuss the street lighting in Barford Road
- Vacancy
- Staffing Committee Minutes 12 March 2020
- Drop-In and Chat 14 March 2020
- Parish Council Representatives

(The meeting ended at 9.25pm)

Chairman – 4 May 2020