

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON TUESDAY 16 JULY 2019 AT 7.30PM

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Christine Heath and three members of the public.

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

Apologies for absence were also received from District Councillor Mike Bishop.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, he asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

78/19 Declarations of Interest

Minute Number 83/19, Planning Application 19/01160/F - Exham House, Bloxham School, Banbury Road, Bloxham - Councillor Mike Morris declared an interest in this item because he was an employee of Bloxham School. Councillor Sophie Floate declared an interest because her husband was an employee of Bloxham School.

79/19 Minutes – Prior to the meeting, the minutes of the meeting held on 1 July 2019 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 1 July 2019 be approved and signed by the Chairman.

80/19 Matters Arising

Minute Number 68/19, The Slade – The Chairman reported that it had been previously agreed that a camera would be purchased for The Slade. Therefore it was agreed that Marie Jones be given the authority to purchase a camera, in consultation with the Chairman, Vice-Chairman and the Clerk. **Action TG**

The Chairman also reported that he had attended a meeting with Tim Screen from Cherwell District Council about a number of items relating to the Miller Homes site on Tadmarton Road, including the fencing along the boundary of The Slade and the Country Park. A report from the meeting had been saved in Drop Box. The Chairman would also contact Mr Screen about the installation of the bench in the Country Park because this had not been covered at the meeting.

Minute Number 69/19, Planning Application R3.0058/19, The Warriner School, Banbury Road, Bloxham – The Chairman reported that information relating to this application had not been available on the Cherwell District Council web site, it had been available on the County Council's web site. However, the deadline for comments had now passed.

Minute Number 72/19 – Finance – The Chairman highlighted the over-spend relating to the three new benches, however a contractor was also needed to complete the installation. The cost would be in the region of £300 per bench, plus £500 for the repairs to the base for the bench being installed by the cricket field on Courtington Lane. The expenditure for the installation was approved. **Action TG/SC**

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81/19 Chairman's Announcements

- The planning application 19/00617/F at land to the east of The Warriner School, Bloxham Grove Road, Bloxham, which included the SEN School, would be considered by Cherwell District Council's Planning Committee on Thursday 18 July 2019. District Councillor Christine Heath reported that the application may now be deferred because it had come to light that two new crossings on the A361 had been included in the plans, however none of the consultees had been made aware of this. If the application was not deferred, then the Chairman and County Councillor Kieron Mallon would be addressing the Planning Committee in objection to the application, mainly on highways grounds.

It was also highlighted that the Parish Council's comments on the Site Options Appraisal had not been loaded onto Cherwell District Council's Planning Portal, nor had it been circulated to the Planning Committee as part of the agenda papers for the meeting on Thursday 18 July 2019. The Clerk agreed to contact James Kirkham, the planning officer dealing with this application, to rectify this situation. **Action TG**

- The footpath from Green Hills Park to Queen Street had been approved by the County Council and letter of thanks would be sent to Mrs Valerie Moyses for progressing this issue. **Action TG**
- Cherwell District Council would be advised on the graffiti which had been painted on Milton Road.

82/19 Open Forum – Three residents attended the meeting because they were objecting to planning application 19/01160/F at Exham House, Bloxham School, Banbury Road, Bloxham for the change of use to Exham House, from D1 to a mixed D1/A3 to allow public use of a cafe and associated works.

Two residents addressed the Parish Council expressing their concerns which related to parking, increase in traffic, changes to the character of the High Street, the impact on surrounding residents, displacement of visitors to the High Street shops, signage, lighting and how they perceived that the application conflicted with the Bloxham Neighbourhood Development Plan.

The residents were 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)

83/19 Planning Application 19/01160/F - Exham House, Bloxham School, Banbury Road, Bloxham – The Parish Council considered an application for the change of use to Exham House, from D1 to a mixed D1/A3 to allow public use of a cafe and associated works.

Resolved that the Parish Council does not object to planning application 19/01160/F. **Action TG**

84/19 Reports from County and District Councillors – There were no report from County Councillor Kieron Mallon.

Councillor Christine Heath provided the Parish Council with further information relating to application 19/00617/F and the numerous reasons why the application should be deferred. The main concern was the impact on the A361 with the introduction of the turning lanes and the two new crossings. Councillor Heath felt that more time was required to read the report and consider the details of the application.

Resolved that the report be noted.

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85/19 Planning

i) Planning Applications

- 19/01119/F, 32 Brookside Way, Bloxham – The Parish Council considered an application for a variation of condition 4 (boundary enclosures) of 16/02628/F - change of front boundary from wall and fence to fencing of an open slatted design the same as the Western boundary.

Resolved that the Parish Council objects to planning application 19/01119/F because the slatted fence would not provide any privacy for the residents, which was the intention of the original condition.
Action TG

- 19/01038/F – Greenup, Banbury Road, Bloxham - Retrospective – The Parish Council considered an application for the removal of Condition 4 of 18/00435/F to allow for alternative stock-proof fencing along the western boundary.

Resolved that the Parish Council objects to planning application 19/01038/F because the original condition 4 was included to protect the interests of the visual amenities of the area, to provide an effective screen to the proposed development, however this alternative of a stock-proof fencing will not provide such a screen. **Action TG**

- #### ii) Oxfordshire Neighbourhood Plans Alliance/Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council received a report from Councillor Nick Rayner with regard to the Oxfordshire Neighbourhood Plans Alliance Group and Councillors considered whether or not the Parish Council should join the Alliance.

Councillor Mike Morris highlighted that comments had been received from Cherwell District Council on the proposed amendments to the BNDP and he had now met with Councillor Stephen Phipps and John Groves to discuss them. Their proposed changes to the BNDP had been circulated to the Parish Council, prior to the meeting.

Resolved that:

- 1) the Parish Council be represented on the Oxfordshire Neighbourhood Plans Alliance Group and Councillor Nick Rayner be appointed as the Parish Council's Representative;
- 2) comments on the Local Transport and Connectivity Plan be forwarded to the Clerk; and **Action TG**
- 3) the BNDP review document with the previously agreed policy changes removed, be submitted to Cherwell District Council as 'low level' alterations, which will not require examination or a referendum to be adopted. **Action MM/TG**

86/19 Environment/Village Matters

- #### i) Cherry Tree Centre – The Parish Council received a report on the Cherry Tree Centre following a meeting held on 10 July 2019 with the Head Teacher of the Primary School, Matthew Ingall. The Chairman thanked Councillors Sophie Floate and Mary Groves for meeting with the Head Teacher and providing an informative report.

Resolved that the report be noted.

- #### ii) Scarecrow Festival – In the absence of Councillor Amanda Baxter, the Chairman asked the Parish Council to defer this item to the next meeting.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action TG/AB**

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- iii) Play Area Inspection – Prior to the meeting, the Parish Council considered the Play Area Inspections for Bloxham Recreation Ground and Jubilee Park play area for 2019.

There was some discussion about the timing and the content of the report on the Jubilee Park play area and following a conversation between Councillor Phipps and John Hicks, it was felt that the invoice for the Jubilee Park play area inspection, should not be paid.

Resolved that:

- 1) play area inspection reports be noted; and
- 2) the invoice from John Hicks for the Jubilee Park play area inspection, not be paid. **Action TG**

- iv) Re-Ordering of St Mary's Church – Prior to the meeting, the Parish Council received a report with regard to proposed re-ordering of St Mary's Church.

Resolved that a letter of support be sent to St Mary's Church stating that the PC would use the new facility and Councillors would contact the Clerk with some suggested potential uses. **Action TG**

87/19 Parish Council Matters

- i) Parish Council Vacancy – There had not been any applications for co-option onto the Parish Council.

Resolved that the vacancy continues to be advertised. **Action TG**

- ii) Reports from Parish Council Representatives – Councillor Nick Rayner reported on the Parish Transport Representatives meeting which had been held on 3 July 2019.

Resolved that the report be noted.

- iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

Resolved that the report be noted.

88/19 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment.

Resolved that the following accounts for payment be approved;

Payments	Amount	Cheque No.
John Hicks and Associates – Annual Play Area Inspections of Bloxham Recreation Ground	£82.80	1571
N R Prickett – Grass Cutting for June 2019	£1218.00	1563
Bloxham Mill Ltd – Room Hire	£18.00	1564
N Rayner – Expenses	£92.80	1565
Friends of St Mary's, Bloxham – Christmas Tree Festival	£35.00	1566
Mr D Chandler – Assessment of installation of benches	£50.00	1567
Green Scythe Ltd – Grass cutting for June at Jubilee Park	£319.20	1568
W Page – Works at Ex-Servicemen's Hall	£9120.00	1569
SCM – Works at Jubilee Hall	£58,233.29	1570

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- ii) Section 106 Project, Jubilee Hall – The Chairman reported on the progress with the project at Jubilee Hall and on a meeting which had been held earlier that day, between the Parish Council, Jubilee Park Management Committee, SCM and Richard Walker.

Resolved that:

- 1) the report be noted; and
- 2) Cherwell District Council be requested to allocate further Section 106 funds for the kitchen and also for two canopies. **Action TG**

- iii) Section 106 Project, Ex-Servicemen's Hall – Prior to the meeting, the Parish Council had received a progress report with regard to the project at the Ex-Servicemen's Hall.

Resolved that the report be noted.

- iv) Section 106 Project, Bloxham Recreation Ground – The Chairman and Clerk reported on the proposed project at Bloxham Recreation Ground and the delay with the release of the Section 106 funding. The Clerk was in correspondence with Sanctuary Housing to establish whether or not Section 106 funds could be released earlier than had been proposed. The current trigger point was when building work started on the Oak Farm phase 2 site.

Resolved that the report be noted.

89/19 Correspondence – There were no further items of correspondence.

90/19 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 minutes numbered 91/19 grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

91/19 Queen Street Land – This item be deferred to a future meeting when legal advice had been obtained.

Resolved that this item be deferred to a future meeting. **Action TG**

92/19 Meeting Dates

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below. They would all commence at 7.30pm (unless stated otherwise) in St Mary's Parish Rooms, Bloxham, and reference should be made to the agenda prior to the meeting:

- 5 August 2019
- 21 August 2019
- 2 Sept 2019
- 17 Sept 2019

93/19 Items for Future Agendas

1. Scarecrow Festival
2. Queen Street Land
3. Drop-In and Chat
4. Local Transport and Connectivity Plan

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(The meeting ended at 9.25pm)

Chairman – 16 July 2019