

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON MONDAY 2 NOVEMBER AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs: Councillors Sophie Floate, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Heather Westbury.

ALSO IN ATTENDANCE: District Councillors Christine Heath and Andrew McHugh and one member of the public.

APOLOGIES: Councillor Joanna Barton submitted her apologies because she was at work, the apologies were accepted and the absence was authorised.

Councillor David Bunn submitted his apologies because there had been a family bereavement, the apologies were accepted and the absence was authorised.

District Councillor Mike Bishop also submitted his apologies.

Parish Councillor Amanda Baxter was not present.

The Chairman welcomed everyone to the meeting and requested Councillors/members of the public to advise the Parish Council if they were recording the meeting, to enable this to be facilitated.

99/20 Declarations of Interest – There were no declarations of interest.

100/20 Minutes – Prior to the meeting, the minutes of the meetings held on 20 October 2020 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 20 October 2020 be approved and signed by the Chairman.

100/20 Matters Arising

Minute Number 92/20 (i) – Proposed Public Right of Way from The Ridgeway to Milton – The Chairman reported that he had been in correspondence with the resident who had gathered the necessary evidence to submit an application to the County Council for a new PRoW. The Chairman had also spoken to the farmer affected by the application and there were a number of issues why he had erected the signage advising people not to walk along the route.

101/20 Chairman's Announcements

- **Traffic Calming** – The Chairman advised that Councillor Nick Rayner, who had been leading on this project, had requested to hand it over to another Councillor. It was agreed that an email would be sent to all Councillors providing more information on the work which had previously completed and it would be discussed at the next meeting. **Action TG**

102/20 Open Forum – A resident addressed the Parish Council with regard to traffic issues on the Bovis Homes estate, mainly on Golby Road. The resident was advised that the roads had not yet been adopted by the County Council so permission would be required from Bovis Homes to erect any signage asking drivers to slow down.

The resident agreed to forward the contact details for Bovis Homes and the estate Management Company and the Clerk would contact them both with regard to this matter. **Action TG**

The village PCSO would also be asked to monitor the estate and provide information on the Neighbourhood Watch Scheme to the resident. **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)

103/20 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

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District Councillor Christine Heath reported that Cherwell District Council was circulating a lot of information to Councillors with regard to Covid-19, so if there were any queries, Councillor Heath would be happy to share that advice. In addition, Cherwell District Council was continuing to issue grants and Councillor Heath had already supported the St Mary's Thursday Club.

The Clerk reported that she was trying to make contact with the resident who had managed the support group during the first lockdown so that the monitoring report could be completed for submission to Cherwell District Council.

District Councillor Andrew McHugh reported that the Head of Regulatory Services at Cherwell District Council had confirmed that a licensing review would be going ahead at Bloxham Service Station.

Councillor McHugh also updated the Parish Council on the issue of free school meals for children during the school holidays. Councillor Gloria Lester-Stevens reported that she had been in contact with the Primary School about the matter too, whilst the Parish council indicated that it was keen to help if needed. Councillor McHugh would keep the Parish Council updated on any progress with the situation.

104/20 Planning

i) Planning Applications:

- 20/02769/F, 9 Brookside Way, Bloxham – The Parish Council considered an application for a two storey rear extension with associated internal and external works

Resolved that the Parish Council has no objections to application 20/02769/F. **Action TG**

ii) Miller Homes Site, Tadmarton Road, Bloxham – The Chairman reported that he had been in contact with the County Council with regard to the possibility of using Section 106 funds for the works to the car park. He had received a holding reply and was waiting for a further update.

Councillor Stephen Phipps reported that discussions were continuing between Miller Homes, Cherwell District Council and the Parish Council relating to the other issues on the site, including the drainage.

Resolved that the report be noted.

iii) Motor Fuel Group, Bloxham Service Station – In the absence for Councillors Joanna Barton and Amanda Baxter, there was no further update on this item.

Resolved that the report be noted.

105/20 Environment/Village Matters

i) Dog Fouling Initiative – The Parish Council considered a report from Councillor Heather Westbury on the village dog fouling initiative.

Resolved that:

- 1) the report be noted;
- 2) the dog fouling initiative be postponed to commence in the spring when the weather is drier; **Action HW**
- 3) additional 'no dog fouling' signs be erected on the footpaths around the village, subject to permission from the landowners; and **Action HW**
- 4) if possible, the dog fouling initiative to link up with the village litter pick. **Action MM/HW**

ii) St Mary's Church Project – Councillor Sophie Floate provided the Parish Council with an update on the project at St Mary's Church and would continue to be the liaison between the Church and the Parish Council.

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Resolved that the report be noted.

- iii) Free School Meals – This item had been covered earlier in the meeting.

106/20 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment at 2 November 2020.

Resolved that the following accounts for payment be approved:

Payments	Amount
Theresa Goss – Salary for Nov 2020	£976.67
Theresa Goss – Expenses for Nov 2020	£26.10
Theresa Goss – Zoom Monthly payment	£14.39
HMRC Nov 2020 Payment	£333.91
OCC Pension Fund – Clerk's Pension for November 2020	£382.61
OALC – Clerks training	£60.00
Viking – Stationery Order	£145.48
NR Prickett – Grass Cutting for October 2020	£774.00

- ii) Bank Reconciliation – Prior to the meeting, the Clerk had circulated the bank reconciliation as at 2 November 2020.

Resolved that the bank reconciliation be noted.

- iii) Budget 2020/2021 – Prior to the meeting, expenditure up to November 2020 had been circulated to the Parish Council. The Chairman laid out the budget approach for this year, starting with the Chairman, Vice-Chairman and Clerk producing a 'strawman' budget to focus discussions. **Action SC/NR/TG**

- iv) Internal Audit 2020/2021 – The Parish Council discussed the appointment of the Internal Auditor for 2020/2021.

Resolved that the quote from Auditing Solutions Ltd be approved for the 2020/2021 internal audit. **Action TG**

107/20 Parish Council Matters

- i) Parish Council Representatives – There were no reports.

Resolved that the report be noted.

108/20 Correspondence – Councillor Mike Morris reported that a footpath at The Goggs was in a poor condition. The Chairman advised that this should be reported to the County Council via Fix My Street. **Action MM**

109/20 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 110/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

110/20 Section 106 Project, Jubilee Hall – The Parish Council considered a report and a quote for groundworks at Jubilee Hall.

Resolved that the quote from Steve Aplin for the groundworks at Jubilee Hall be approved. **Action TG/SP**

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

111/20 Meeting Dates – The Chairman reported that until further notice, Parish Council meetings would be virtual meetings held on Zoom. Residents are reminded that if they wish to attend, they should contact the Parish Clerk for the meeting details. The meetings would all commence at 7.30pm.

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

- Tuesday 17 November 2020
- Monday 7 December 2020 (Only one meeting in December 2020)
- Monday 4 January 2021
- Tuesday 19 January 2021
- Monday 1 February 2021
- Tuesday 16 February 2021
- Monday 1 March 2020

112/20 Items for Future Agendas

- Dog Friendly Stiles
- Maintenance and ownership of The Goggs
- Traffic Calming Working Group Update, including Community Speedwatch
- Air Quality Results
- Maintenance of Parish Council Trees
- Electronic Storage of Parish Council Documents

(The meeting ended at 8.55pm)

Chairman – 17 November 2020