

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 2 DECEMBER 2019 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs; Councillors, Amanda Baxter, Sophie Floate, Mary Groves, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Kirsty Rose.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), District Councillors Mike Bishop and Christine Heath, Richard Brown, Manager of Bloxham Mill and one member of the public

APOLOGIES: Councillor David Bunn submitted his apologies because he had another appointment, the apologies were accepted and the absence authorised.

Councillor Joanna Barton submitted her apologies because she had another appointment, the apologies were accepted and the absence authorised.

District Councillor Andrew McHugh also submitted his apologies.

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.

193/19 Declarations of Interest – There were no declarations of interest.

194/19 Minutes – Prior to the meeting, the minutes of the meeting held on 19 November 2019 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 19 November 2019 be approved and signed by the Chairman.

195/19 Matters Arising

Minute Number 182/19, Chairman's Announcements, Christmas Tree – The Christmas tree and lights had been erected and there had already been positive feedback. Ian Cooper was thanked for all of his hard work making the arrangements for the Christmas lights and liaising with the necessary contractors.

Minute Number 186/19 (i), Jubilee Hall Access Road – The Chairman reported that Bloxham School had agreed to meet half of the cost of the repair work to the access road to Jubilee Hall and Dewey Hall. The responsibility for the maintenance lay with the Parish Council and Bloxham School was making a contribution as a gesture of good will.

Minute Number 182/19, Chairman's Announcements, Bulb Planting – The Chairman reported that the bulbs had been planted in Courtington Lane by 4th Corner Ltd. Residents had been advised that Boys' Brigade did not complete the planting, due to health & safety concerns and safeguarding issues relating to the children planting so many bulbs, on a busy road through the village.

196/19 Chairman's Announcements

- Traffic Survey - The traffic survey had been completed and results were awaited, however it had been highlighted to the County Council that due to the roadworks on the A361, the Parish Council was not confident that the results would give an accurate reflection of true traffic flows in and out of the village.
- Christmas Tree Festival – Councillors Mike Morris, Nick Rayner and Kirsty Rose would be dressing the Parish Council Christmas tree on Thursday 5 December 2019.
- Book of Condolence – The book would be stored in the Church Office and the Clerk would be obtaining photographs of senior members of the Royal Family to accompany the book.
- Meeting at Bloxham School on 26 November 2019 – The School currently faced a number of challenges and following the General Election, if there was a Labour Government, it was possible that the School could lose its charitable status and have to charge with VAT on school fees. With regard to the lighting situation at

BLOXHAM PARISH COUNCIL

Dewey Hall, new lighting drawings had been obtained and another amended planning application would be submitted to Cherwell District Council.

197/19 Open Forum – A resident from Tadmarton Road was in attendance to hear the report on the discussions with the County Council's highways officers.

Councillor Mary Groves reported that there were loose paving slabs on the footpath which ran outside The Loft. This would be reported to the County Council. **Action TG**

Councillor Nick Rayner also reported that vehicles parking on this footpath was still an on-going issue and Thames Valley Police would be advised of the issue by Councillor Mary Groves at the Rural Community Forum on 4 December 2019. **Action MG**

The Clerk was also asked to clarify with County Councillor Kieron Mallon whether or not the line marking on the A361 through the village had been completed. **Action TG**

Richard Brown, Manager at Bloxham Mill, introduced himself to the Parish Council and offered to support the Parish Council where he was able to. The Chairman thanked Mr Brown for his offer.

(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)

198/19 Reports from County and District Councillors – Councillor Christine Heath reported on some minor planning issues and she would also check with Cherwell District Council, on the current status of Yeoman's garage. **Action CH**

199/19 Planning

- i) Planning Applications: None
- ii) Road Safety Meeting – The Chairman reported on the meeting which was held on 27 November 2019 relating to the A361/Bloxham Grove Road/Ells Lane junction following the planning application which had been approved for the SEND School.

The Chairman advised on a number of issues which he had highlighted with the County Council officers and they had agreed to investigate these further. These included railings, bollards in the grass verges at the junctions and parking bays for coaches. However there was no movement on the installation of the refuge island and the right hand turn lanes and these would still be included in the new road layout. Double yellow lines would not be part of the scheme because there were no officers to enforce them.

Resolved that:

- 1) the report be noted; and
- 2) Councillor Kieron Mallon be asked for an explanation as to why double yellow lines are not feasible in Bloxham, especially around this junction. **Action TG**
- iii) Bloxham Conservation Area Re-Appraisal Consultation – Prior to the meeting, information on Cherwell District Council's Conservation Area Re-Appraisal had been circulated to the Parish Council.

Resolved that the Chairman will speak to Jennifer Ballinger at Cherwell District Council and obtain further information on the re-appraisal. **Action SC**

200/19 Environment/Village Matters

BLOXHAM PARISH COUNCIL

- i) Oxfordshire County Council, Highways Meeting – Prior to the meeting, the Parish Council had received a report on a meeting which was held with the County Council to discuss the clearance of drains and ditches on Tadmarton Road.

The Chairman reported that two officers from the County Council had attended the meeting and the ditches and drains which were inspected, had been completely blocked. These would be cleared by the County Council and the ditch by the School which was flowing, still needed some clearance work completing.

The ditch which ran alongside the Miller Homes site was the responsibility of Miller Homes and as the riparian owner, the County Council would be contacting them about the issues.

There were also a number of issues with the balancing pond and these had been reported to Tim Screen at Cherwell District Council.

Resolved that the report be noted.

- ii) Bloxham Footpath No 21. Modification Order – Prior to the meeting the modification to footpath 21, which now runs from Queen Street to Green Hills Park, had been circulated to the Parish Council.

Resolved that the modification to the footpath be supported.

201/19 Parish Council Matters

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

Councillor Nick Rayner reported that there was a meeting of the Oxfordshire Neighbourhood Plan Alliance on Monday 9 December 2019, but he was unable to attend. Councillor Mary Groves reported that she was attending the Rural Community Forum on Wednesday 4 December 2019.

Resolved that the reports be noted.

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

Resolved that the report be noted.

202/19 Finance

- i) Accounts for Payment & Bank Reconciliation - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 2 December 2019.

Resolved that the bank reconciliation be noted and following accounts for payment be approved:

Payments	Amount	Cheque No.
T Goss – Salary for December 2019	£940.78	1634
T Goss – Expenses for December 2019	£32.45	1634
HMRC – Monthly Payment	£345.14	1635
OCC Pension Fund – Clerks Pension for December 2019	£355.21	1636
Geoff Stone (Oxford Fire Solutions) – Supply, fit and commission fire alarm Ex-SH	£1194.00	1637
Green Scythe Ltd – Grass cutting at Jubilee Park	£319.20	1638
Pixel Concepts – PC web site hosting and work to web site	£236.40	1639
OALC – Planning training for Mike Morris	£60.00	1640

BLOXHAM PARISH COUNCIL

ACS Bower Ltd – Christmas tree base	£1160.72	1641
Magnet Ltd – Jubilee Hall Kitchen	£2559.60	1642
Bloxham Mill Ltd – Room Hire	£36.00	1643
LB Carpentry – Jubilee Hall Kitchen	£852.00	1644
Walker Graham Architects – Jubilee Hall Project Management	£306.00	1646
4 th Corner Ltd – Bulb Planting	£852.00	1647
Bloxham Mill Ltd – Room Hire	£63.00	1648

- ii) Section 106 Project, Jubilee Hall – Prior to the meeting, Councillor Stephen Phipps had circulated a report on the project at Jubilee Hall.

Resolved that:

- 1) the report be noted; and
- 2) the LB Carpentry payment of £852.00 be approved for funding from Section 106 funds.

- iii) Parish Council Grants – Prior to the meeting, further information on the grant application from Ellen Hinde Hall had been circulated to the Parish Council.

Resolved that the 2020/2021 grant application from Ellen Hinde Hall for £2000.00 be approved. **Action TG**

- iv) Section 106, Community Benefits List – Prior to the meeting, a community benefits list had been circulated to the Parish Council for review.

Resolved that any suggested items for inclusion in the community benefits list be emailed to the Clerk and these will be considered at a future meeting. **Action ALL**

203/19 Correspondence – The Countryside Voice magazine had been received from the CPRE.

204/19 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 205/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

205/19 Queen Street Land – The Chairman reported that the Parish Council was waiting for the Solicitor to respond with a date for a meeting, which he would attend along with Councillor Leonard Leigh.

Councillor Kirsty Rose updated on the Parish Council on the residents' meeting which was held 26 November 2019. A lot of effort was being put into tidying up the site and future plans included a community orchard and supporting wildlife.

Resolved that:

- 1) the report be noted;
- 2) the residents be thanked for all their work on the site and they be advised of the modification to footpath 21 which runs over the larger piece of land into Green Hills Park; and
- 3) Smiths of Bloxham be thanked for supplying the three skips to enable the clearance of the land.

206/19 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:

- Monday 6 January 2020

BLOXHAM PARISH COUNCIL

- Wednesday 15 January 2020 (At Bloxham Primary School)
- Monday 3 February 2020
- Tuesday 18 February 2020
- Monday 2 March 2020
- Tuesday 17 March 2020
- Monday 6 April 2020
- Tuesday 14 April 2020
- Thursday 16 April 2020 (Annual Parish Meeting at Warriner School Hall)
- Monday 4 May 2020
- Wednesday 20 May 2020 (At Bloxham Primary School)
- Monday 1 June 2020
- Tuesday 16 June 2020
- Monday 6 July 2020
- Tuesday 14 July 2020
- Monday 3 August 2020 (Only meeting in August 2020)
- Monday 7 September 2020
- Wednesday 16 September 2020 (At Bloxham Primary School)
- Monday 5 October 2020
- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020

206/19 Items for Future Agendas

- Highway Officer to attend the future meeting
- Dog Friendly Stiles
- Queen Street legal advice
- Kissing gates
- The Slade

(The meeting ended at 9.05pm)

Chairman – 6 January 2020