

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, HIGH STREET, BLOXHAM ON MONDAY 3 FEBRUARY 2020 AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs; Councillors David Bunn, Sophie Floate, Mary Groves, Gloria Lester-Stevens, Leonard Leigh and Mike Morris.

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

**APOLOGIES:** Councillor Joanna Barton submitted her apologies because there had been a bereavement in her family, the apologies were accepted and the absence authorised.

Councillor Amanda Baxter submitted her apologies because she was at work, the apologies were accepted and the absence authorised.

Councillor Nick Rayner submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Councillor Kirsty Rose submitted her apologies because her children were unwell, the apologies were accepted and the absence authorised.

Councillor Stephen Phipps submitted his apologies because he was on holiday, 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.

**240/19 Declarations of Interest** – There were no declarations of interest.

**241/19 Minutes** – Prior to the meeting, the minutes of the meetings held on 15 & 21 January 2020 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meetings held on 15 & 21 January 2020 be approved and signed by the Chairman.

### **242/19 Matters Arising**

Minute Number 226/19 – Open Forum, Spring Clean – Councillor Mike Morris asked the Clerk to forward to him, information on Cherwell District Council's Spring Clean. The Clerk had also forwarded this information to the Bloxham WI. **Action TG**

Minute Number 229/19 – Dog Waste Bins – The Clerk confirmed that Miller Homes would not allow the Parish Council to install a dog waste bin in the area of Country Park on Tadmarton Road. Therefore the Clerk would only order one new dog waste bin and one new litter bin for Tadmarton Road. **Action TG**

Minute Number 237/19 – Section 106 Project, Jubilee Hall – The Chairman reported that he would provide an update on the project later in the meeting, however the invoice from SCM for valuation six had now been paid.

### **243/19 Chairman's Announcements**

- Miller Homes – The Chairman reported that he had been in contact with Miller Homes and had requested that the work to the car park and the Country Park be completed, as well as the ditch clearance. However,

## BLOXHAM PARISH COUNCIL

there had not been any progress. Therefore the Parish Council asked for these matters to be reported to the Enforcement Section at Cherwell District Council. **Action SC/TG**

- Highways Meeting – There had been a site meeting with Cherwell District Council and Oxfordshire County Council to discuss the Ells Lane/A361/Bloxham Grove Road junction. More information would be provided later in the meeting.

**244/19 Open Forum** – A member of the public addressed the Parish Council and asked for the Parish Council's support for planning application 19/02968/F at Chequer Tree Farm, Ells Lane, Bloxham. He corrected the Parish Council with regard to a number of rumours in the village which Councillors might have heard about the application and that he had support from residents of Crabtree Close.

An employee from Bloxham Nursery also addressed the Parish Council and advised on the support from customers of the Nursery.

A resident asked also highlighted the number of vehicles parking on the grass verge outside Seal Cottage, Kings Road, Bloxham. The Chairman agreed to locate some 'No Parking' signs in this location. **Action SC**

*(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)*

**245/19 Reports from County and District Councillors** – County Councillor Kieron Mallon confirmed that the manhole covers on A361 had not been repaired that day, as the Highways officers had previously advised. Councillor Mallon would follow this up with the Highways officers. **Action KM**

Councillor Sophie Floate asked Councillor Mallon if the A361, from St Mary's Church to the mini roundabout, would be resurfaced. Councillor Mallon advised that this stretch of road would not be resurfaced as part of the highway safety works currently being undertaken on the A361. However, it would be completed as part of the County Council's rolling maintenance programme.

District Councillor Christine Heath reported it was likely that planning application 19/02831/F, Hornton House, Chapel Street, Bloxham would be refused. Also, the application from ISSEE related to Brickhouse farm had not yet been considered by Cherwell District Council's Planning Committee.

### 246/19 Planning

i) Planning Applications:

- 19/02968/F, Chequer Tree Farm, Ells Lane, Bloxham – The Parish Council considered an application for the erection of a building to provide a tea room, including a food preparation area, toilets and training room as ancillary use to existing horticultural nursery.

**Resolved** that Bloxham Parish Council has no objection to planning application 19/02968/F because the application falls within Bloxham Neighbourhood Development Plan policies, BL14 and BL16.  
**Action TG**

- 20/00061/LB, The Malt House, Queen Street, Bloxham – The Parish Council considered an application for the installation of a log-burning stove.

**Resolved** that Bloxham Parish Council has no objection to planning application 20/00061/LB, subject to comments from the Conservation Officer. **Action TG**

- R3.0037/18 at The Warriner School, Banbury Road, Bloxham - The Parish Council considered an application for the reinstatement of damaged hardstanding, comprising compacted tarmac planings with a new surface of permeable macadam, following works approved under permission R3.0037/18.

## BLOXHAM PARISH COUNCIL

**Resolved** that Bloxham Parish Council has no objection to planning application R3.0037/18. **Action TG**

- 18/01243/OCC (R3.0037/18) at The Warriner School, Banbury Road, Bloxham – The Parish Council considered the details pursuant to condition 3 (Travel Plan) of planning permission 18/01243/OCC (R3.0037/18) at The Warriner School, Banbury Road, Bloxham.

**Resolved** that Bloxham Parish Council makes the observation that closing the school carpark to sixth form students to enable more staff parking, was moving the parking issue over to the village community, exacerbating parking problems for residents and other village users. The school should instead provide additional parking on site. **Action TG**

- ii) Highways Meeting, A361/Ells Lane/Bloxham Grove Road Junction – As referred to earlier in the meeting, the Chairman gave an update on the meeting with Cherwell District Council and Oxfordshire County Council, relating to the highways concerns, following the approval of the planning application for a new SEN School. This was the second meeting between the Parish Council, Oxfordshire County Council and Cherwell District Council.

The County Council agreed to investigate further, the installation of railings and double yellow lines together with a number of measures at Warriner School. The VAS would also be repositioned. The next step is for County Councillor Kieron Mallon and the Chairman to research available S106 funding held by the County Council that could be used to fund some of the measures discussed. **Action SC/KM**

**Resolved** that the report be noted.

### 247/19 Environment/Village Matters

- i) St Mary's Church Improvement Project – Councillor Mary Groves reported on the project to improve facilities at St Mary's Church, Bloxham. There were plans to improve the floor, seating, lighting and audio equipment, as well as an extension to the vestry. It was hoped that the Church would be open seven days a week, including a community café. If residents were planning a wedding, they would need to contact the Vicar to discuss this further, as there would be interruptions to services held at the Church during the works.

**Resolved** that the report be noted.

- ii) Royal British Legion Centenary Year Celebrations and VE Day 75<sup>th</sup> Anniversary Celebrations – The Parish Council had been contacted by the Royal British Legion with regard to whether it could work together on the Royal British Legion Centenary Year celebrations and VE Day celebrations.

**Resolved** that a representative from the Royal British Legion be invited to attend a future meeting of the Parish Council to discuss this matter further. **Action TG**

- iii) Access to Public Rights of Way – Prior to the meeting, a report had been circulated to the Parish Council with regard to improving the access to Public Rights of Way and other footpaths in the village, by replacing stiles with kissing gates.

**Resolved** that the proposal to replace three stiles with kissing gates be supported and funding for the project be investigated. **Action TG/DB**

- iv) Outdoor Fitness Equipment – Prior to the meeting, a report had been circulated to the Parish Council, with regard to installing outdoor fitness equipment in the village.

**Resolved** that the proposal to install outdoor fitness equipment be supported and funding for the project be investigated. **Action TG/DB**

- v) Bloxham Annual Parish Meeting – The Parish Council noted that the Annual Parish Meeting was being held on Thursday 16 April 2020 and all residents were invited to attend.

**Resolved** that the report be noted.

# BLOXHAM PARISH COUNCIL

## 248/19 Parish Council Matters

- i) Parish Council Representatives – Councillors reported that the planning training session held at Cherwell District Council on 23 January 2020 had been very useful and informative.

**Resolved** that the report 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.

## 249/19 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 3 February 2020.

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

Payments	Amount	Cheque No.
Theresa Goss – Salary for February 2020	£940.78	1701
Theresa Goss – Expenses for February 2020	£37.41	1701
HMRC Payment for February 2020	£345.14	1702
OCC Pension Fund – Clerk’s Pension Payment for February 2020	£355.21	1703
John Groves – Domain renewal for Bloxham Neighbourhood Plan Web Site	£7.99	1704
Arrow Accounting – Internal Audit 2019/2020	£355.00	1705
Magnet Ltd – Kitchen at Jubilee Hall	£301.38	1706
Stuart Morgan – Fit three doors and labour at Jubilee Hall	£1109.23	1707
W Page – Supply and fit new door at Ex-Servicemen’s Hall	£936.00	1708
Mr S Craggs – Voucher for residents who supplied power to the Christmas Tree lights	£30.00	1709

**250/19 Correspondence** – There was no further correspondence.

## 251/19 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 252/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**252/19 Section 106 Project, Jubilee Hall** – The Chairman 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.

## 253/19 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:

- Tuesday 18 February 2020
- Monday 2 March 2020

## **BLOXHAM PARISH COUNCIL**

- Tuesday 17 March 2020
- Monday 6 April 2020 (Only one meeting in 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 one 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 (Only one meeting in December 2020)

### **254/19 Items for Future Agendas**

- Highway Officer to attend the future meeting
- Dog Friendly Stiles
- Queen Street legal advice
- Kissing gates
- Marie Jones, Warden at The Slade
- Jennifer Ballinger, Senior Conservation Officer
- Declaring a Climate Emergency
- Royal British Legion Centenary & 75<sup>th</sup> anniversary of VE Day celebrations

(The meeting ended at 9.40pm)

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Chairman – 18 February 2020