

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 4 NOVEMBER 2019 AT 7.30PM

PRESENT: Councillors David Bunn, Mary Groves, Gloria Lester-Stevens, Mike Morris, Stephen Phipps, Nick Rayner and Kirsty Rose.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillors Mike Bishop, Christine Heath and Andrew McHugh and one member of the public.

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

Councillor Joanna Barton submitted her apologies because of a member of her family was unwell, the apologies were accepted and the absence authorised.

Councillor Steve Craggs submitted his apologies because he was at on holiday, the apologies were accepted and the absence authorised.

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

Councillor Leonard Leigh submitted his apologies because he was at on holiday, the apologies were accepted and the absence authorised.

In the absence of the Chairman, Councillor Nick Rayner chaired the meeting.

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.

164/19 Declarations of Interest

Resolved that the interests be noted.

165/19 Minutes – Prior to the meeting, the minutes of the meeting held on 16 October 2019 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 16 October 2019 be approved and signed by the Chairman.

166/19 Matters Arising – There were no matters arising.

167/19 Chairman's Announcements

- Skatepark in Bloxham – A request had been made for a new skatepark in Bloxham. Unfortunately, at this time, there was no funding nor any suitable land for a skatepark. However, should this situation change, the Parish Council would consider the request again.
- Barford Road Bridge – The 'owners' of the bridge were confirmed as Highways England (not Network Rail) and their field engineer had assessed it and reported that it was not in a state which required any repairs. Councillor Rayner had replied to Highways England suggesting that as a minimum, the trees and the weeds needed to be addressed before the bridge deteriorated further.
- Road Safety Meeting on A361/Bloxham Grove Road/Ells Lane Junction – A meeting was being held on Wednesday 20 November 2019 to discuss changes at this junction, following the approval of planning application for the SEND School on Bloxham Grove Road.
- Meeting with Oxfordshire County Council about A361 planters – Councillor Rayner had attended a meeting with Tara Jowett from Oxfordshire County Council and it had been agreed that due to the footpath being

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widened to 2.2m, the planter on the Ells Lane side of the road would be moved about 1.5m across. With regard to the planter on the Bloxham Grove Road side of the road, Tara would liaise with Joanna Mellon before this relocation was agreed, as it could be impacted by the changes to the road junction but this was being delivered by the SEN contractors. Councillor Rayner would monitor the situation. **Action NR**

- Christmas Tree Festival – It was confirmed that Parish Councillors Amanda Baxter and Sophie Floate had agreed to dress the Parish Council's Christmas tree as part of the St Mary's Church Christmas Tree Festival.
- Meeting Dates – The Clerk had published the meeting dates for 2020, however some dates clashed with the PCC meetings and the Parish Council had been asked whether it would change some of its dates. This was agreed and the Clerk would amend the dates and list them at the end of the minutes. **Action TG**

168/19 Open Forum – Councillor Mike Morris reported that at the Drop-In and Chat session, a resident had asked whether there could be a crossing on Milton Road, outside of the Weavers Field development. Councillor Morris was advised that the footpath was intentionally located inside the development to direct pedestrians to cross further up the Milton Road. However, this request would be picked up by the Traffic Calming Working Group. **Action NR/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)

169/19 Gladman Developments Limited – Planning Application 19/01705/OUT – The Chairman reported that the application had been withdrawn by Gladman Developments Limited.

Resolved that the report be noted.

170/19 Reports from County and District Councillors – County Councillor Kieron Mallon reported that work was ongoing on the A361 and no major issues with the work had been reported to him. There were some snagging issues and these were being addressed. Councillors reported that the area of the A361 from Strawberry Terrace to Chipperfield Park Road had not been resurfaced and Councillor Mallon agreed to check this with the County Council officers. **Action KM**

With regard to planning, District Councillor Christine Heath reported on the complicated situation with developers trying to exceed the figure in the CDC Local Plan of 750 houses for category A villages. This had been an issue in recent appeals and the outcome of one appeal was still awaited. However, an appeal in Ambrosden which had been allowed, was now the subject of an application for a Judicial Review.

District Councillor Andrew McHugh reported that he had attended a meeting with Victoria Prentis MP and the Chancellor of the Exchequer to discuss funding for the redevelopment of the Horton Hospital. Consultation with Matt Hancock, Secretary of State for Health and Social Care, was now being undertaken and a decision was awaited. There was significant support for a redevelopment of the site, which would include additional space for wards, theatres, clinical areas, car parking and key worker housing. The cost to engage architects and cost surveyors would be in the region of £1.5m.

Parish Councillors also highlighted the issue of parking on the pavement on the A361, outside The Loft and Councillor McHugh would raise this with Thames Valley Police.

Resolved that the reports be noted.

171/19 Planning

i) Planning Applications

- 19/02274/F, High Walls, Steeple Close, Bloxham – The Parish Council considered an application for a replacement roof (with higher ridge and eaves) to create additional first floor bedroom, re-roofing of garage, breakfast room and utility room. Construction of dormer window to first floor bedroom.

Resolved that the Parish Council has no objection to application 19/02274/F, subject to comments from the Conservation Officer. **Action TG**

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172/19 Environment/Village Matters

- i) Dog Friendly Stiles – Prior to the meeting, a report had been circulated to the Parish Council with regard to whether dog friendly stiles should be introduced on the PRoW around the village.

Resolved that:

- 1) the report be noted; and
- 2) Councillor David Bunn to discuss the issue with the new Footpath Warden, Rodney Kane. **Action DB**

- ii) Bloxham Recreation Ground – Prior to the meeting, the play area inspection for Bloxham Recreation Ground had been circulated to the Parish Council.

Resolved that:

- 1) the play area inspection report be noted; and
- 2) it be suggested to the Recreation Ground Trustees that Pete Booth from Milcombe be approached with regard to the work which is required to the swings. **Action TG**

173/19 Parish Council Matters

- i) Reports from Parish Council Representatives – Prior to the meeting, Councillor Mary Groves reported that Apple Day had been a successful, notwithstanding the poor weather on the day.

Resolved that:

- 1) the report be noted; and
- 2) the organisers be thanked for their hard work on the event.

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

Resolved that:

- 1) the report be noted; and
- 2) Alex Keene from Cherwell District Council be requested to hold another training session for Parish Councillors, relating to planning matters. **Action TG**

174/19 Finance

- i) Accounts for Payment and Bank Reconciliation - The Clerk submitted to the Parish Council, the accounts for payment and the bank reconciliation as at 4 November 2019.

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

Payments	Amount	Cheque No.
T Goss – Salary for November 2019	£940.78	1618
T Goss – Expenses for November 2019	£39.81	1618
HMRC Monthly Payment	£345.14	1619
OCC Pension Fund – Clerks Pension for November 2019	£355.21	1620
Green Scythe Ltd – Grass cutting at Jubilee for Sept 2019	£319.20	1621
Oxon Neighbourhood Plan Alliance – Annual Subs	£50.00	1622

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Walker Graham Architects – Jubilee Hall Project	£306.00	1623
OCC Pension Fund – Clerks Pension for October 2019	£355.21	1624

Resolved that the payments made since the last meeting be approved:

Payments	Amount	Cheque No.
Cater Kwik – Kitchen equipment for Jubilee Hall	£1822.35	1617

- ii) Section 106 Project, Jubilee Hall – Councillors David Bunn and Stephen Phipps advised on a number of issues with the project and how they had been dealt with by the different parties.

Resolved that:

- 1) the report be noted; and
 - 2) the Chairman and Vice-Chairman to arrange a meeting with SCM and Richard Walker to discuss the project. **Action TG**
- iii) Section 106 – Community Benefits List – The Chairman reported that since the Gladman planning application had been withdrawn, the possible Community benefits from a planning application, could be discussed at a later date.

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

- iv) External Auditor’s Report 2018/2019 – Prior to the meeting, the External Auditor’s report for 2018/2019 had been circulated to the Parish Council.

Resolved that the report be noted.

- v) Parish Council Grants 2020/2021 – Prior to the meeting, the applications for Parish Council grants for 2020/2021 had been circulated

Resolved that the grants for 2020/2021 be approved as follows:

Organisation	Grant for 2020/2021
Bloxham Senior Citizen's Club	£300.00
Royal British Legion	£400.00
Ex-Servicemen’s Hall	£1000.00
St Mary's Parish Rooms	More information required
Tree Work St Mary’s Church yard, church yard up-keep and grass cutting.	£1000.00
Ellen Hinde Hall	More information required

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Bloxham Pre School	£1350.00
First Bloxham Scout Group	£600.00
Flower Club	£200.00
Bloxham Fun Day	£2000.00
Standing the Gap	More information required

- vi) Bloxham Recreation Ground – Prior to the meeting, a report on the electrical works to the Recreation Ground pavilion, which had been approved by the Parish Council on 13 May 2019 had been circulated to the Parish Council.

The Recreation Ground Trustees hoped to have this work completed shortly to enable them to reduce the cost of their insurance when it was due for renewal on 4 January 2020. However, the work was being paid for from Section 106 funds from the Sanctuary Housing Oak Farm Phase 2 development in Milcombe, which Cherwell District Council was yet to receive. Therefore, the Trustees had requested that the Parish Council forward funds the project and reclaims the costs at a later date from Cherwell District Council.

Resolved that:

- 1) the report be noted;
- 2) advice be sought from Cherwell District Council with regard to Section 106 funds from other Bloxham developments being allocated to this project, whilst the funds from the Sanctuary Housing Oak Farm Phase 2 development are being awaited; **Action TG**
- 3) if Section 106 funds held by Cherwell District Council cannot be used at this time, their officers be asked to approve the expenditure on the electrical work to enable to Parish Council to meet the costs and then those costs be reimbursed once the Section 106 funding from Sanctuary Housing has been received; and **Action TG**
- 4) the Recreation Ground Trustees be requested to provide information on how their Community Donation from the Parish Council of £2500.00 will be spent, once their insurance costs have decreased. **Action TG**

175/19 Correspondence – There was no further correspondence.

176/19 Queen Street Land – The Chairman reported that the fence had been erected and Councillor Kirsty Rose reported that a meeting had been arranged by David Green for 20 November 2019 and she would be attending.

The Clerk also reported that a quote had been received for legal advice on the ownership issue of the Queen Street land. However, Councillors felt that in the absence of the Councillor Steve Craggs and Councillor Leonard Leigh, a decision on this expenditure should be taken at the next meeting.

Resolved that:

- 1) the report be noted; and
- 2) a decision of the expenditure for the legal advice be considered at the next meeting. **Action TG**

177/19 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 19 November 2019
- Monday 2 December 2019 (Only one meeting in December 2019)
- Monday 6 January 2020
- Wednesday 15 January 2020

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- 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, venue TBC)
- 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 meeting in August 2020)
- Monday 7 September 2020
- Tuesday 15 September 2020
- Monday 5 October 2020
- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020

178/19 Items for Future Agendas

- Highway Officer to attend the future meeting
- Section 106 – Community Benefits List
- Budget & Precept 2020/2021
- Dog Friendly Stiles
- Queen Street legal advice

(The meeting ended at 9.20pm)

Chairman – 19 November 2019