

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 5 FEBRUARY 2024 AT 7.00PM

PRESENT: Chairman, Councillor David Bunn; Councillors Joanna Barton, Steve Craggs, Mike Fenner, Alex Harrison and Neil Hegarty.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), County Councillor Kieron Mallon, District Councillors Adam Nell and Rob Pattenden and seven members of the public.

137/23 Apologies – Parish Councillor Russell Avens submitted his apologies because he was unwell.

Parish Councillor David Morris submitted his apologies because he was at work.

District Councillor David Hingley also submitted his apologies.

Resolved that the apologies from Councillors Russell Avens and David Morris be authorised and the absences be approved.

138/23 Declarations of Interest

Minute Number 147/23 (iv) – Finance, Parish Council Grants – Councillor Steve Craggs declared a personal interest because he was a member of the PCC and a Governor at Bloxham Primary School.

Resolved that the interests be noted.

139/23 Minutes – Prior to the meeting, the minutes of the meeting held on 8 January 2024 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 8 January 2024 be approved.

140/23 Matters Arising – There were no matters arising.

141/23 Chairman's Announcements

- Parking Issues – A flyer had been published in the Broadsheet and on social media regarding poor and dangerous parking in the village. Thames Valley Police had been monitoring the areas and would continue to issue fixed penalty notices where necessary.
- Bloxham School Meeting – There would be formal meetings, approximately every three months between the Parish Council and Bloxham School. The next meeting was scheduled for Thursday 15 February 2024 at 2pm at the Park Close Office. Councillors Steve Craggs and Alex Harrison would be attending the meeting, along with the Clerk.
- Portable SID – The unit was still with Westcotec and the Chairman was in communication with them regarding the work they were undertaking to rectify the issues with the battery.
- In-Post Boxes – Cherwell DC Enforcement Team were aware that the boxes were still in situ and their removal would be followed up by the Parish Council. Planning permission was not sought prior to their installation and a retrospective planning application had been refused.
- Yellow and White Lining – The Chairman was waiting for a response from the County Council regarding the consultation on the yellow lining on Courtington Lane. However, it had been delayed due to an officer at Oxfordshire County Council leaving the authority and the necessity to consult on the matter because it impacted on traffic regulations. The white lining which had been requested, was in the County Council's budget for the 2024/2025 financial year.

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- Tree at Jubilee Hall – The work to the crown of the Hawthorn tree near to Schofields Way and the removal of the fallen branch, would be carried out by Cotefield Treecare.
- Parking at Jubilee Hall – There was an issue with parents of hockey players from Bloxham School parking in the Jubilee Hall car park which meant that it was full for Jubilee Hall users. This matter would be discussed with Bloxham School on 15 February 2024.
- David Tyrrell Recreation Ground Pavilion – It was hoped that the work to the roof would be started in late April/early May 2024. The Parish Council had already committed to meet the shortfall due to the delay with the availability of the roof sheets.
- 20mph Speed Restrictions – A response had been received from Paul Fermer, Director of Highways and Operations at the County Council regarding the process which had been followed for implementation of the 20mph restrictions in Bloxham.

The County Council would now be undertaking an urgent review of the 20mph scheme, with the Parish Council and County Councillor Kieron Mallon, with a view to their officers bringing back a report for consideration by the Cabinet Member for Transport in respect of the scheme. The outcome would be to either recommend and justify why the scheme should remain as it was, or propose changes to the scheme, having undertaken any further formal consultation, if deemed required.

- Courtington Lane Footpath – The damaged footpath on the corner of Painters Close and Courtington Lane had been reported to the County Council via Fix My Street and a follow-up email had been sent to officers. A reply was awaited.
- A361/Corner of Cumberford – There was now a new footpath on the corner of the A361/corner of Cumberford which had been constructed by the County Council.

142/23 Open Forum – A resident addressed the Parish Council because he had concerns that Cherwell District Council was no longer measuring air quality on the High Street. The resident felt that outside the shops on the High Street was the most dangerous area for poor air quality and asked for the monitoring tubes to be reinstated. The Chairman reported that he had already made this request to the Cherwell District Council and advised that there were tubes on the A361, outside Godswell Care Home and also by Goose Walk.

Another resident reported that information on the impact of pollution in the village had been submitted to officers at Cherwell District Council by Andrew McHugh a number of years ago, but the information had not been acted on. District Councillors David Hingley and Rob Pattenden would follow this up with Cherwell District Council. **Action RP/DH**

The resident also reported on the many vehicles which had suffered punctures because of the poor and dangerous condition of the roads in the area of Tadmarton and the high number of deep potholes.

A resident asked for information on a Bloxham School planning application and raised concerns about the drainage. The Chairman advised that the Parish Council had not yet been consulted on any planning applications at Bloxham School and therefore, could not make any comments.

Councillor Joanna Barton reported that despite a dog in the village being the subject of a dog behaviour order issued by Thames Valley Police, to ensure the animal was muzzled in public (plus other conditions), this was not being adhered to by the owner. Councillor Barton had been in touch with the resident who had witnessed the dog being without its muzzle and she agreed to speak to the resident again and advise them to refer the matter back to Thames Valley Police with photographs if possible, and the Chairman would also raise this with the Dog Warden at Cherwell District Council. **Action JB/DB**

The residents were thanked for their contributions.

(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)

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143/23 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council. Councillor Mallon highlighted a number of points in his report.

District Councillor Rob Pattenden reported that he was disappointed that the Planning Inspectorate had upheld the appeal in Ells Lane and planning permission had been granted for 30 dwellings on Ells Lane.

With regard to the HS2 traffic in the village, a representative would be attending the Parish Council meeting in March to discuss the matter and although there had been a break recently, HS2 traffic was again using the A361 through the Bloxham.

A resident had also contacted Councillor David Hingley regarding the 20mph speed restrictions and highlighted their concerns regarding the A361 being subject to the national speed limit and the limit then suddenly dropping straight down to 20mph.

The staff move from Bodicote House to Castle Quay was still going ahead as planned and a preferred developer had been identified to redevelop the site.

The Councillors were thanked for their reports.

144/23 Environment/Village Matters

- i) Additional AED for Bloxham – Prior to the meeting, the Parish Council had received a report from Councillor Alex Harrison with regard to an additional three AEDs for the village.

Resolved that the Parish Council agrees in principle to purchase the three new AED's and locations will be agreed in due course. **Action AH**

- ii) Maintenance to Circular Bench on The Green – The Parish Council considered quotes for a replacement and repair of the bench on The Green, by the War Memorial.

Resolved that the quote from Paul Lester be accepted. **Action TG**

- iii) Electric Vehicle Charging Points – The Parish Council was due to receive an update on the proposed installation of Electric Vehicle Charging Points, however in the absence of Councillor Russell Avens, this matter was deferred to the next meeting.

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

- iv) Professional Dog Walkers – The Parish Council had contacted Cherwell District Council regarding their policy regarding 'professional dog walkers' and this would be followed up with the Dog Warden, Chris Cundy, by the Chairman.

Resolved that the report be noted.

- v) Bus Shelter on the A361 (Opposite Warriner School) – The Parish Council considered a quote for maintenance work to the bus shelter.

Resolved that the quote from Paul Lester be accepted. **Action TG**

- vi) Emergency Plan – Prior to the meeting, the Parish Council had received the updated version of the Bloxham Community Emergency Plan.

Resolved that:

- 1) the Bloxham Community Emergency Plan be approved, subject to clarification on the inclusion of Community First Responders, sourcing of sandbags and the use of 'plug-in' phones; and
- 2) John Lloyd be thanked for all his work updating the Plan. **Action TG**

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- vii) Annual Parish Meeting 2024 – The Parish Council discussed the arrangements for the Annual Parish Meeting being held on Wednesday 24 April 2024.

Resolved that the report be noted.

145/23 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no objections had been made by the Parish Council in respect of the following planning applications/works to trees:

23/03539/F Hornton Barn, Painters Close, Bloxham,
Erection of 1 bedroom flat above existing garage

Resolved that, it be noted and approved that, observations had been made by the Parish Council in respect of the following planning applications/works to trees: None

Resolved that, it be noted that the Parish Council is considering the following planning applications/works to trees:

TPO No.4/2024 Willow Nook, Steeple Close, Bloxham,
Sycamore Tree

24/00202/TCA Bloxham School, Bursars Office, Bloxham School, Banbury Road, Bloxham
Tree works

24/00036/TCA The Chantry Church Street Bloxham
Tree works

24/00189/F Playing Fields, Courtington Lane, Bloxham
The provision of 2 timber clad storage containers to be used for storing school grounds maintenance equipment and associated school items, with gravel landscaping and provision of timber bays predominantly for mulching garden waste, with associated works.

24/00198/TCA The Knoll, Little Bridge Road, Bloxham
Tree works

24/00224/TCA Beehive Cottage, Church Street, Bloxham
Tree works

- ii) Results of Planning Applications – The Parish Council noted decisions made by Cherwell District Council since the last meeting of the Parish Council.

Resolved that the report be noted.

- iii) Bloxham Neighbourhood Development Plan (BNDP) – Councillor Steve Craggs reported that there was a meeting with the 'larger villagers' and Cherwell District Council on 6 February 2024 at 3.30pm. Councillors Joanna Barton, Steve Craggs and the Clerk would be attending the meeting.

The consultant, John Herbert from Troy Planning, had started work on the Health Check of the current Plan and this would be reported to the Parish Council in due course.

Resolved that the report be noted.

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- iv) Planning Application Validation Checklist Consultation – The Parish Council considered Cherwell District Council's consultation on their validation checklist.

Resolved that the Parish Council makes the following comments on the following:

- 1) Parking assessment: This should be essential for any residential developments of any size since there is so little parking space in the village;
 - 2) Heritage assessment: This should be marked essential for any development in the Conservation Area; and
 - 3) When an amended planning application is submitted to Cherwell District Council and subsequently consulted on, it be made clear to the consultees in the amended application and consultation documents, exactly how the application has changed from the original application.
- v) Deeley Homes Planning Application Appeal Reference APP/C3105/W/23/3327581 (23/00097/REF) – The Chairman highlighted the main points in the appeal decision and the impact of the decision by the Planning Inspector to approve the application for 30 dwellings including access off Ells Lane, and demolition of the existing stabling on site, with all matters reserved except for access at Land North of Ells Lane, Bloxham.

Resolved that the report be noted.

146/23 Parish Council Matters

- i) Vacancies – There were no applications for co-option onto the Parish Council.

Resolved that the vacancies continue to the advertised. **Action TG**

- ii) Drop-In and Chat – The Chairman reported on the issues which had been discussed at the last session held on 13 January 2024.

Resolved that the report noted and the resident of 2 Ludford Gardens be requested to cut back their hedge because it is overhanging the boundary and causing an obstruction to the footpath on the A361. **Action TG**

- iii) Meeting with David Wilson Homes – The Parish Council discussed whether the Chairman and Clerk should meet with representatives from David Wilson Homes.

Resolved that before a meeting is agreed, the Clerk be requested to contact David Wilson Homes and establish whether they have identified sites in the village for potential development and the timescales they are working to. **Action TG**

147/23 Finance

- i) Accounts for Payment, Uncashed Payments & Receipts and Receipts Since the Last Meeting - The Clerk submitted to the Parish Council, the accounts for payment, receipts since the last meeting, uncashed payments & uncashed receipts.

Resolved that the income since the last meeting, uncashed payments and uncashed receipts be noted and the accounts for payment be approved, as detailed in appendix 1 to the minutes.

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 5 February 2024.

Resolved that the bank reconciliation as at 5 February 2024 be noted.

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- iii) Budget Monitoring 2023/2024 – Prior to the meeting, the Parish Council had received a budget monitoring report for 2023/2024.

Resolved that the budget monitoring report for 2023/2024 be noted.

- iv) Parish Council Grants 2024/2025 – The Parish Council considered the applications for Parish Council grants for 2024/2025.

Resolved that the following grant applications be approved for 2024/2025:

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| Bloxham Pre-School | £1500.00 |
| Bloxham Biodiversity Group | £1000.00 |
| Friends of Bloxham Primary School | £3000.00 |
| St Mary's Church | £2000.00 |
| Ellen Hinde Hall (To be released in staged payments) | £3000.00 |
| First Bloxham Scout Group | £287.00 |
| Bloxham Flower Club | £400.00 |
| Jubilee Park Management Committee (for grass cutting) | £3000.00 |
| Bloxham St Mary's Thursday Club | £5250.00 |
| Alan Griffin for Maintenance of St Mary's Church Clock | £150.00 |
| Bloxham Funday | £2000.00 |
| Royal British Legion | £400.00 |
| Bloxham Recreation Ground | £2500.00 |
| Bloxham Christmas Lunch | £500.00 |

Resolved that the following grant application be refused for 2024/2025 because it does not involve residents from Bloxham:

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| Adderbury, Deddington and District Photographic Society | £185.00 |
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Resolved that the following grant application be deferred for further information:

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| Cherry Tree Centre | £6300.00 |
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148/23 Correspondence – There was no further correspondence.

149/23 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held at Jubilee Hall, Barley Close, Bloxham, commencing at 7.00pm.

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

- Monday 4 March 2024
- Monday 8 April 2024
- Wednesday 24 April 2024 (Annual Parish Meeting)
- Monday 13 May 2024
- Monday 3 June 2024
- Monday 1 July 2024

150/23 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- EV Charging Points
- Parish Council Investments
- Cherry Tree Centre Grant Funding

(The meeting ended at 9.30pm)

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Chairman – 4 March 2024