

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING (ADVISORY) HELD ON ZOOM ON MONDAY 5 JULY 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh: Councillors David Bunn, Mike Fenner, Sophie Floate, Daniel Goodwin, Stephen Phipps and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer).

APOLOGIES: District Councillors Mike Bishop, Adam Nell and Andrew McHugh.

Parish Councillor Joanna Barton was not present.

64/21 Declarations of Interest – There were no declarations on interest.

65/21 Minutes – Prior to the meeting, the minutes of the meeting held on 23 June 2021 had been circulated to the Parish Council and were taken as read.

Minute Number 49/21 – Matters Arising, Golby Road Signs

Councillor Stephen Phipps proposed that the following sentence be removed 'and he felt that the correct process for the erection and purchase of the signs had not been followed' and it be replaced with 'and he enquired as to how the decision had been made, bearing in mind from previous minutes, he believed this would be considered at a Parish Council meeting.'

Recommended that the minutes of the meeting held on 23 June 2021 be approved and signed by the Chairman, with the above amendment. **Action LL/TG**

66/21 Matters Arising – There were no matters arising.

67/21 Chairman's Announcements

- A letter had been received from Ellen Hinde Hall thanking the Parish Council for its grant for 2021/2022.
- Nigel Prickett had submitted a quote for £180 to cut back an overgrown hedge next to the Public Right of Way on Hobb Hill. The quote was approved. **Action DB/TG**
- Three new replacement benches had been installed the village. They were located on Cumberford, the A361 opposite Warriner School and on the corner of Milton Road and Barford Road.
- The Parish Council meeting scheduled for 20 July 2021 would be held on Zoom because Covid-19 restrictions were only due to be lifted on 19 July 2021.

68/21 Open Forum – There were no residents in attendance.

Councillor David Bunn reported that parking issues on Courtington Lane and The Pound were causing number of problems. Vehicles were parked dangerously and recently the refuse lorry was unable to drive up The Pound. There were concerns that if there was an emergency, an emergency vehicle would not be able to access the area properly. It was agreed that the issue would be highlighted to Thames Valley Police and County Council Highways. Bloxham School would also be asked to advise their staff to park considerately in this area too. **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)

69/21 Reports from County and District Councillors – There were no reports from the County and District Councillors.

70/21 Planning

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

BLOXHAM PARISH COUNCIL

Recommended that the report be noted.

ii) Planning Applications

- 21/02056/F, Tregarthens, Courtington Lane, Bloxham – The Parish Council considered an application for the conversion and extension to the existing garage

Recommended that Bloxham Parish Council has no objections to application 21/02056/F. **Action TG**

- 20/02096/F & 20/02097/LB, Rosebank Cottage, Chapel Street, Bloxham - The Parish Council considered an application to replace existing brick built shed with stone shed, face existing extensions with stone. Replace asbestos profile roof with tiled roof. Replace existing felt flat roof with tiled mono pitch roof

Recommended that Bloxham Parish Council has no objections to applications 20/02096/F & 20/02097/LB. **Action TG**

iii) Bloxham School Masterplan – The Parish Council discussed the publication of the Chairman's letter to Edgars with regard to the reference to the Parish Council, within the Masterplan.

Recommended that:

- 1) Cherwell District Council be requested to include the letter from the Chairman to Edgars on their planning portal; **Action TG**
- 2) the letter also be displayed in the Parish Council noticeboards; **Action TG**
- 3) the Headmaster of Bloxham School and the Leadership Team be contacted with regard to Bloxham School's reluctance to hold a public meeting regarding the Masterplan to request that the decision be reconsidered; and **Action LL**
- 4) the Parish Council continues to support a public meeting regarding the Masterplan and subject to the response to (3) above, Cherwell District Council Planning Officers be requested to assist the Parish Council in holding a public meeting on the Masterplan. **Action LL**

71/21 Environment/Village Matters

- i) Hedgehog Signs – The Parish Council discussed the locations of hedgehog warning signs, which were agreed in principle at the last meeting of the Parish Council. There was also a request for the Parish Council to purchase signs for residents fencing, which advised other residents of the Hedgehog Highway.

Recommended that:

- 1) the report be noted;
- 2) the pupil from Bloxham Primary School be thanked for all his work on this initiative and the Bloxham Biodiversity Group be thanked for their input; **Action TG**
- 3) the hedgehog warning signs be positioned in the following locations:
 - Near Warriner School on A361, from Banbury
 - Near Bloxham Primary School, left-hand side, from Tadmarton
 - Courtington Lane, left-hand side before Painters Close
 - A361 from Chipping Norton, left-hand side before turning into Cumberford or when turned into Courtington Lane
 - Milton Road
 - Barford Road - left-hand side, greenery near estate on leaving village
- 4) the expenditure of £10.95 per warning sign be approved; **Action TG**
- 5) the expenditure of £50 for signage to be displayed on residents fences to indicate a 'Hedgehog Highway' be approved and these be distributed by the Bloxham Biodiversity Group; and **Action TG**

BLOXHAM PARISH COUNCIL

- 6) when the signs are erected, a note be included in the Broadsheet/web sites accompanied by a photo of the Bloxham Primary School pupil, subject to permission from his parents. **Action TG**
- ii) Memorial Tree – The Parish Council discussed planting a memorial tree dedicated to Geoff Mollard, in the green on the A361 outside the Joiners Arms.

Recommended that:

- 1) the report be noted;
 - 2) the Parish Council supports, in principle, the proposal of a memorial tree for Geoff Mollard;
 - 3) given the number of trees on the green outside the Joiners Arms, a request be made that further consideration be given to dedicating an established tree already planted in this area or planting a new tree in a different location; **Action TG**
 - 4) consideration also be given to a memorial bench in the village; and **Action TG**
 - 5) any memorial be agreed in consultation with Geoff Mollard's wife and family.
- iii) 'The Queen's Green Canopy' – The Parish Council consider a request from the Jubilee Park Management Committee to plant trees in Jubilee Park as part of Her Majesty The Queen's Platinum Jubilee celebrations.

Recommended that the report be noted.

72/21 Parish Council Matters

- i) Vacancies – The Chairman reported that there was one application for co-option onto the Parish Council.

Recommended that Agnes Balassa be co-opted onto the Parish Council. **Action TG**

73/21 Finance

- i) Income and Accounts for Payment - The Clerk submitted to the Parish Council, the income which had been received since the last meeting and the accounts for payment.

Recommended that the income received since the last meeting be noted and following accounts for payment be approved:

Theresa Goss – Salary for July 2021	
HMRC Payment for July 2021	
Clerks Pension for July 2021	
Signway Supplies – Road Signs for Golby Road	£236.16
Nigel Prickett – Grass Cutting for June 2021	£1992.00
Rowena Rouse – Biodiversity Group expenses	£85.99
Unity Bank – Service Charge	£25.20

- ii) Bank Reconciliation – Prior to the meeting, the bank reconciliation as at 5 July 2021 had been circulated to the Parish Council.

Recommended that the bank reconciliation be noted.

74/21 **Correspondence** – The Clerk reported that a thank you letter had been received from St Mary's Thursday Clug for the grant for 2021/2022.

75/21 Exclusion of the Public and Press

BLOXHAM PARISH COUNCIL

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 76/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

76/21 Jubilee Hall Project – The Parish Council considered a report with regard to funding of the Jubilee Hall Project, in respect of the roof and plumbing. The project would now be a two phase project, the mechanical work to be undertaken in readiness for completion in September 2021 and the replacement roofing work would start in 10-12 weeks.

Recommended that:

- 1) the report be noted;
- 2) the project will be split into two phases; phase 1 will be the mechanical works to the roof and phase 2 will be the replacing of the roof sheets;
- 3) Councillor Leonard Leigh and David Bunn be authorised to sign the contract with Seckington and Whitehead and Theresa Goss will be the witness; **Action LL/DB/TG**
- 4) the Parish Council agrees to making payments to Seckington and Whitehead every fortnight, subject to the Parish Council not incurring any additional costs for more frequent valuations by Ian Harban; and **Action TG**
- 5) Ian Harban be asked to clarify whether or not the roof needs to be replaced given Seckington and Whitehead have suggested this is not necessary, which conflicts with Ian Harban's recommendations. **Action TG**

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

77/21 Meeting Dates – The Chairman reported that the next Parish Council meeting would be held on Zoom and it was hoped the meeting in August 2021 could be held in person. The meetings commenced at 7.30pm.

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

- Tuesday 20 July 2021
- Monday 2 August 2021
- Monday 6 September 2021
- Tuesday 21 September 2021

78/21 Items for Future Agendas

- Goggs Tree works for Monday 6/9/2021
- Co-option Procedure (Sept 2021)
- Vehicle Activated Sign (VAS) A361
- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- Toddler Slide at Jubilee Park
- Community Speedwatch Scheme
- 'Good Neighbour' Leaflet
- Representative on St Mary's Thursday Club Committee

(Note: In accordance with Parish Council minute number 262/20 (ii), 'the Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline' the Clerk and Responsible Financial Officer, confirms all of the decisions made during the advisory Parish Council meeting held on 5 July 2021).

(The meeting ended at 8.50pm)

BLOXHAM PARISH COUNCIL

Chairman – 20 July 2021