

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON MONDAY 7 SEPTEMBER 2020 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs; Councillors Joanna Barton, Amanda Baxter, David Bunn, Sophie Floate, Gloria Lester-Stevens, Leonard Leigh, Stephen Phipps, Kirsty Rose and Heather Westbury.

ALSO IN ATTENDANCE: One member of the public was present.

APOLOGIES: Councillor Mike Morris submitted his apologies because he was at work, the apologies were accepted and the absence was authorised.

Councillor Nick Rayner submitted his apologies because he had a family issue, the apologies were accepted and the absence was authorised.

District Councillors Mike Bishop, Christine Heath and Andrew McHugh also submitted their apologies.

The Chairman welcomed everyone to the meeting and advised Councillors that for security reasons, the facility to record the meeting on Zoom had been switched off.

37/20 Declarations of Interest

Councillor Heather Westbury declared an interested minute number 43/20 (i) because she was a member of the Ellen Hinde Hall Management Committee which was a neighbour to the site of planning application 20/02054/F, Hornton House, Chapel Street, Bloxham.

38/20 Minutes – Prior to the meeting, the minutes of the meetings held on 3 August 2020 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 3 August 2020 be approved and signed by the Chairman.

39/20 Matters Arising – There were no matters arising.

40/20 Chairman's Announcements

- The Chairman advised that he had written to the Chief Executive at Cherwell District Council regarding a number of matters and had received a reply from the Director of Communities. The reply would be circulated to all Councillors. **Action SC**
- Nigel Prickett would shortly be fitting the new dog waste bin on Milton Road, the new litter bin on Tadmarton Road and the replacement litter bin outside the Co-op.
- The discharge of conditions relating to the SEND School in Bloxham Grove Road had commenced, except for the condition relating to the drainage. This had not yet been completed.

41/20 Open Forum – The resident did not wish to address the Parish Council

(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)

42/20 Reports from County and District Councillors – No reports from the County and District Councillors.

43/20 Planning

- i) Planning Applications:

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- 20/01994/F & 20/01995/LB, Clinton House, Humber Street, Bloxham – The Parish Council considered an application for the demolition of an existing single storey extension on shared boundary wall to be replaced with a smaller extension to enlarge the existing kitchen/diner, along with associated improvements to the remainder of the boundary wall (resubmission of 20/00990/F)

Resolved that the Parish Council has no objections to applications 20/01994/F & 20/01995/LB, subject to comments from the Conservation Officer. **Action TG**

- 20/01953/F, Wayhouse Farm Barn, Bloxham Grove Road, Bloxham – The Parish Council considered an application for an extension to an existing garage and external first floor platform.

Resolved that the Parish Council has no objection to application 20/01953/F, but has the following comments:

1. It is important that the neighbours have been fully informed of the proposal;
 2. The proposal needs to be checked to ensure it is within the permitted levels of development for the site;
 3. The Bridleway must be protected whilst the work on the site is being completed; and
 4. The hours of work must be given careful consideration so as not to impact the neighbours.
- 20/02054/F, Hornton House, Chapel Street, Bloxham – The Parish Council considered an application for the demolition of the existing dwelling, carport and greenhouse and erection of a new build 4-bed, energy efficient dwelling, with new boundary wall to the south and west, remodeled driveway and a newly landscaped front, side and rear gardens.

Resolved that the Parish Council has no objection to application 20/02054/F, subject to comments from the Conservation Officer. The Parish Council is also pleased that the intent of the applicant is to ensure that the property will be energy efficient and will have longevity.

- ii) Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040: A Community Involvement Paper – The Parish Council considered the consultation document on the Cherwell Local Plan Review 2040.

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

- iii) Changes to the Current Planning System, Planning for the Future, White Paper and Transparency and Competition: Data and Land Control – The Parish Council considered the consultation documents on the Changes to the Current Planning System, Planning for the Future, White Paper and Transparency and Competition: Data and Land Control.

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

- iv) Millers Homes Site, Tadmarton Road, Bloxham – In the absence of District Councillor Christine Heath, this item was deferred.

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

44/20 Environment/Village Matters

- i) Hand Rails on Bridge – The Parish Council discussed a request from a resident for hand rails on the bridge over The Brook on Church Street/High Street A361. Advice had been sought from the Bridges Team at Oxfordshire County Council and they had contacted the Conservation Officer at Cherwell District Council for their opinion. They had commented that:

- The railings would affect the character of the bridge significantly
- Installing railings would result in less than substantial harm to the significance of the Listed Bridge, and therefore is unlikely to be supported

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- As part of any planning application submitted, Cherwell District Council would need to weigh this harm against the public benefit(s).
- If an application was submitted then it would be necessary to have shown that all options had been considered, and these options have to be assessed and analysed as to which would cause the least harm and be reversible, taking setting and views into account.

Resolved that the Parish Council does not support the request for the railings based on the advice which has been received from the County Council and Cherwell District Council. **Action TG**

- ii) Dilapidated Housing – The Parish Council discussed the issue of a dilapidated house on Cumberford with particular reference to the boundary hedge with the footpath.

Resolved that Cherwell District Council be contacted and advised of the dilapidated property and overgrown hedge and they asked to take the appropriate action. **Action TG**

- iii) Works to Trees – The Parish Council discussed the replacement trees/shrubs for Donkey Field and also work to the two silver birches in Gascoigne Way.

Resolved that:

- 1) two or three smaller trees, or shrubs, be planted in Donkey Field to replace the hawthorn tree; and
- 2) the work on the height and width of the two silver birch trees in Gascoigne Way be completed and the quote from Cotefield Treecare be approved. **Action TG**

45/20 Finance

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

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

Payments	Amount
Theresa Goss – Salary for Sept 2020 (including adjustment for amended salary scales)	£1085.63
Theresa Goss – Expenses for Sept 2020	£21.50
Theresa Goss – Zoom Monthly payment	£14.39
HMRC Sept 2020 Payment	£405.16
OCC Pension Fund – Clerk's Pension for September 2020	£411.79
GD Associates – Signage for The Slade	£234.00
Glasdon UK – Dog Waste Bin and Litter Bin	£831.76
PG Williams – Work to emergency lighting	£160.00
Mr G Williams – Batteries for emergency lighting	£83.98
OALC – Councillor training	£180.00
Green Scythe Ltd – Grass cutting Jubilee Park for July 2020	£498.60
Signs Engraving – Electric fence warning signs	£54.00
Broxap – Litter Bin	£230.40
NR Prickett - Grass cutting for August 2020	£774.00

46/20 Parish Council Matters

- i) Future Parish Council Meetings – The Parish Council had been due to discuss whether to continue with virtual Parish Council meetings or re-start physical meetings.

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

- ii) Parish Council Representatives – No reports had been circulated for consideration.

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Resolved that the report be noted.

47/20 Correspondence – None

48/20 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 minutes numbered 49/20 & 50/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

49/20 Section 106 Project, Jubilee Hall – The Chairman and Councillor Phipps gave an update on the project at Jubilee Hall.

Resolved that termination of the contract with SCM together with a settlement payment of £20,000 inclusive of VAT to the Contractor be agreed to enable the Parish Council to move the project forward. **Action SC/TG**

50/20 Clerk and Responsible Financial Officer – The Clerk had been due to advise the Parish Council that the salary scales had been amended to reflect the 2.75% pay award from 1 April 2020.

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

51/20 Meeting Dates – The Chairman reported that until further notice, Parish Council meetings would be virtual meetings held on Zoom. Residents are reminded that if they wish to attend, they should contact the Parish Clerk for the meeting details. The meetings would all commence at 7.30pm.

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

- Wednesday 16 September 2020
- 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)

52/20 Items for Future Agendas

- Dog Friendly Stiles
- Bus Stop Infrastructure
- Maintenance and ownership of The Goggs
- Traffic Calming Working Group Update
- Bloxham Service Station
- Response from Cherwell District Council on various matters
- Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040: A Community Involvement Paper
- Changes to the Current Planning System, Planning for the Future, White Paper and Transparency and Competition: Data and Land Control
- Future Parish Council Meetings

(The meeting ended at 9.20pm)

Chairman – 16 September 2020