

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 16 MARCH 2021 AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs: Councillors Joanna Barton, David Bunn, Sophie Floate, Leonard Leigh, Gloria Lester-Stevens and Stephen Phipps.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Kieron Mallon and one member of the public.

**APOLOGIES:** Parish Councillor Heather Westbury submitted her apologies because she had another appointment, the apologies were accepted and the absence authorised.

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

District Councillors Mike Bishop and Christine Heath.

Councillor Nick Rayner was not present.

The Chairman welcomed everyone to the meeting and requested Councillors to advise the Parish Council if they were recording the meeting, to enable this to be facilitated.

### 221/20 Declarations of Interest

Minute Number 228/20 (i), Planning Applications, 21/00605/F, Penny Meadow, 2 The Ridgeway, Bloxham – Councillor David Bunn declared an interest because he was a neighbour to the site of the application.

**223/20 Minutes** – Prior to the meeting, the minutes of the meeting held on 16 March 2021 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 16 March 2021 be approved and signed by the Chairman.  
**Action SC/TG**

### 224/20 Matters Arising

Minute Number 213/20/20, Environment/Village Matters - Biodiversity Group – Councillor Gloria Lester-Stevens reported that the Biodiversity Group had suggested a 'No Mow in May'. It was agreed that this matter would be discussed at the next meeting. **Action TG**

The Biodiversity Group had also emailed to the Clerk, a schedule of the work they intended to carry out on the village planters and the three trial wild flower areas. It was agreed that the £230.00 quote would be funded from the general planting budget and that maintaining the planters should go ahead. However, it was felt that prior to any planting of the proposed wildflower areas, the Parish Council's intention not to cut these areas should be advertised in the village so that local residents were aware. Councillor Leonard Leigh also agreed to speak to the residents of Painters Close. **Action TG**

Minute Number 214/20, Finance - Section 106 funds – The Chairman reported that he had sent a further response to the Leader of the County Council, County Councillor Ian Hudspath asking for clarification around Section 106 funds and how Parish Councils could be engaged in improving the process.

**225/20 Chairman's Announcements** – There were no Chairman's Announcements.

**226/20 Open Forum** – A resident addressed the Parish Council with regard to their objection to planning application 21/00557/F, Creek Cottage, Little Bridge Road, Bloxham.

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Councillor Stephen Phipps reported that a resident had asked whether other residents could be asked to pick up litter if it accumulated outside of their property. It was agreed that a note would be included in the Broadsheet asking residents to pick up litter if they saw it lying around the village. **Action TG**

Councillor Phipps also reported that a sculpture had been erected in Bodicote to reflect the history and character of the village and he suggested that Bloxham could consider something similar. It was agreed that Councillors would look at the sculpture in Bodicote and this would be discussed again at a future meeting. **Action ALL**

Councillor Phipps highlighted that dogs in Jubilee Park should be kept on a lead in the play area. This would be reported in the Broadsheet to remind residents. **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)*

**227/20 Reports from County and District Councillors** – County Councillor Kieron Mallon had nothing to report. There were no reports from the District Councillors.

### 228/20 Planning

#### i) Planning Applications

- 21/00557/F, Creek Cottage, Little Bridge Road, Bloxham – The Parish Council considered an application for a side and rear extension.

#### **Resolved** that:

- 1) the Parish Council objects to application 21/00557/F because it feels the development is contrary to the following Bloxham Neighbourhood Development Plan policies:
    - BL 9a - Ensure that the living conditions of neighbouring residents are not materially harmed.
    - BL10a - Development shall be permitted within the Conservation Area where it can demonstrate that it preserves or enhances the character or appearance of the area.
    - BL11 (a) and (c) - All development shall be encouraged to respect the local character and the historic and natural assets of the area. The design and materials chosen should preserve or enhance our rural heritage, landscape and sense of place.
    - BL12 - Any development proposed within or near the key views identified in the Conservation Area Appraisal 2007 or any successor document, must ensure that key features of the view can continue to be enjoyed and that any development has an acceptable impact in relation to the visual qualities of those views. All development shall demonstrate that it does not result in harm to the rural or heritage character of the village.
  - 2) should Cherwell District Council be minded to approve the application, a Traffic Management Plan is required to limit the impact on local residents who live along the narrow roads in the vicinity of the site; and
  - 3) Cherwell District Council be requested to provide details on the pre-application process and confirm whether the Conservation Area Officer is consulted during this process, with regard to all applications in the Conservation Area. **Action TG**
- 21/00444/F, 34 Greenhills Park, Bloxham – The Parish Council considered an application for the erection of a first floor extension above the existing single storey garage, to provide larger bedrooms and an en-suite to the master bedroom.

#### **Resolved** that the Parish Council has no objection to application 21/00444/F. **Action TG**

- 21/00605/F, Penny Meadow, 2 The Ridgeway, Bloxham – The Parish Council considered an application for a first floor rear extension.

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**Resolved** that the Parish Council has no objection to application 21/00605/F, however if the application is approved, loading should be completed at the rear of the site to ensure that The Ridgeway does not become blocked. **Action TG**

- 21/00329/CLUP, 13 Chipperfield Park Road, Bloxham – The Parish Council considered an application for the erection of porch.

**Resolved** that:

- 1) the Parish Council makes no comment on application 21/00329/CLUP; and
  - 2) in future, when CLUP applications are received from Cherwell District Council, they be circulated to the Parish Council for information but not included on an agenda, unless a Councillor specifically requests this. **Action TG**
- ii) Local Transport and Connectivity Plan Vision Consultation – The Chairman and Councillor Nick Rayner had collated comments on the consultation document.

**Resolved** that the comments be approved and submitted to Oxfordshire County Council. **Action SC/TG**

- iii) Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040 – The Parish Council considered the submission, which had been collated by Councillors Stephen Phipps and Sophie Floate.

**Resolved** that the comments be approved and submitted to Cherwell District Council. **Action TG**

### 229/20 Environment/Village Matters

- i) Vehicle Activated Sign (VAS) A361 – The Parish Council discussed erecting the VAS on the A361 by Bloxham Recreation Ground.

**Resolved** that:

- 1) the report be noted; and
- 2) the erection of the VAS be approved in principle, subject to confirmation of the availability of funding from Oxfordshire County Council. **Action TG**

### 230/20 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment.

**Resolved** that the following accounts for payment be approved:

Community First Oxfordshire – Annual Subscription	£70.00
Oxfordshire Neighbourhood Plan Alliance – Annual Subscription	£50.00

- ii) Containing Covid-19 Outbreak Management Fund – The Parish Council discussed which village organisations could benefit from this grant funding from Cherwell District Council.

**Resolved** that delegated authority be given to the Clerk and Responsible Financial Officer, Chairman, Councillor Joanna Barton and Councillor Sophie Floate to identify suitable organisations which fit into the criteria and submit the application to Cherwell District Council before the deadline of 26 March 2021. **Action SC/JB/SF**

- iii) Members' Allowances 2021/2022 – The Parish Council considered the report of the Independent Parish Remuneration Panel with regard to Members' Allowances for 2021/2022.

**Resolved** that:

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- 1) the report be noted;
  - 2) no basic allowance be paid to Councillors in 2021/2022; and
  - 3) Councillors be reimbursed for travel and subsistence during 2021/2022, on the production of receipts to the Clerk and Responsible Financial Officer.
- iv) Section 106 Funds – The Parish Council reviewed the Section 106 Community Benefits List, which included items the Parish Council would like to be considered during the negotiations between the local authority and developers in the future.

**Resolved** that:

- 1) the Community Benefits Section 106 List be approved (as detailed in Appendix 1 to the minutes) with the following inclusions: support for climate change measure such as electric cars charging points, resurfacing the car park opposite the Primary School and additional Vehicle Activated Signs; and  
**Action TG**
- 2) the Community Benefits Section 106 List be submitted to Cherwell District Council and Oxfordshire County Council. **Action TG**

### 231/20 Parish Council Matters

- i) Vacancies – The Clerk reported that there had not been any applications for cooption.

**Resolved** that the two vacancies continue to the advertised. **Action TG/SC**

- ii) Parish Council Representatives – There were no reports.

**Resolved** that the report be noted.

- iii) Data Protection Act 2018 – The Parish Council reviewed the Parish Council's Data Protection Act 2018 policies.

**Resolved** that no amendments be made to the Parish Council's policies in relation to the Data Protection Act 2018.

- iv) Staffing Committee – The Chairman reported that the minutes would be discussed at the next Parish Council meeting.

**Resolved** that the minutes be deferred to the next meeting. **Action TG**

**232/20 Correspondence** – There was no further correspondence.

### 233/20 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 minute numbered 234/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**234/20 Jubilee Hall Project** – The Chairman and Councillor Stephen Phipps gave an update on the project at the Hall.

**Resolved** that the report be noted.

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

**235/20 Meeting Dates** – The Chairman reported that until further notice, Parish Council meetings would be 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.

## **BLOXHAM PARISH COUNCIL**

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

- Monday 29 March 2021
- Monday 12 April 2021
- Thursday 22 April 2021 (Bloxham Annual Parish Meeting)
- Wednesday 5 May 2021
- Wednesday 19 May 2021

### **236/20 Items for Future Agendas**

- Goggs Tree works for Monday 6/9/2021
- 'No Mow May' – Biodiversity Group
- Staffing Committee Minutes
- Return to Physical Meetings
- Vehicle Activated Sign (VAS) A361

(The meeting ended at 9.00pm)

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Chairman – 29 March 2021