

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 17 NOVEMBER AT 7.30PM

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

ALSO IN ATTENDANCE: District Councillors Christine Heath and one member of the public.

APOLOGIES: Councillor Amanda Baxter submitted her apologies because she had a family commitment, the apologies were accepted and the absence was authorised.

Councillor Nick Rayner submitted his apologies because he had another appointment, the apologies were accepted and the absence was authorised.

Councillor Heather Westbury submitted her apologies because she had another appointment, the apologies were accepted and the absence was authorised.

District Councillor Mike Bishop also submitted his apologies.

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

113/20 Declarations of Interest

Minute Number 118/20 (iii), Motor Fuel Group, Bloxham Service Station – Councillor Joanna Barton declared an interest in this item because she was a neighbour to the site.

Minute Number 120/20 (ii), Parish Council Grants 2021/2022 – Councillor Stephen Phipps declared an interest in this item because his wife was a member of the Flower Club and they had made an application for a Parish Council grant.

Resolved that the interests be noted.

114/20 Minutes – Prior to the meeting, the minutes of the meetings held on 2 November 2020 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 2 November 2020 be approved and signed by the Chairman.

114/20 Matters Arising

Minute Number 103/20, Free School Meals - Councillor Gloria Lester-Stevens reported that the Primary School had been contact with her and confirmed that there were 53 children who were eligible for Free School Meals. Funds had been made available by the Government for FSM during the holidays, however they were allocated to the County Council, who then distributed the funds to schools in the County. If the Parish Council wished to make an a donation to top-up the allocation from the Government, more details would be required from District Councillor Andrew McHugh who is coordinating the effort. **Action GLS**

115/20 Chairman's Announcements

- The village Christmas tree was being delivered at the end of the month and it needed to be in place by 30 November 2020 as the lights were being delivered that day.
- The A361 would be resurfaced from Strawberry Terrace down to Chipperfield Park Road by the end of March 2021.
- Miller Homes had won their appeal regarding the surfacing of the car park on Tadmarton Road. The decision notice had been circulated to the Parish Council shortly before the meeting stated.

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116/20 Open Forum – A resident addressed the Parish Council with regard to work which the Parish Council had completed on the climate emergency. The resident felt that when the Bloxham Neighbourhood Development Plan (BNDP) was reviewed, it should be informed by the climate emergency. The resident also asked why The Slade and Miller Homes Country Park could not be joined up and that she would like further information on the Bloxham Biodiversity Group.

The Chairman thanked the resident for her comments and referred her to the Parish Council web site for information on The Slade. The BNDP would be reviewed in due course and a strategy was being worked on for replanting of trees and wild flowers. In addition, all items considered by the Parish Council bore in mind the impact on the environment.

Councillor Gloria Lester-Stevens reported that Miller Homes had been requested to plant a community orchard on their site on Tadmarton Road, but this request had been refused.

(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)

117/20 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

District Councillor Christine Heath advised that the District Council was fairly quiet at the moment, but highlighted that the information from the recent Parish Liaison Meeting had been sent out to Parish Councils.

118/20 Planning

i) Planning Applications:

- 20/02636/F & 20/02627/LB, Wheatlands Cottage, Kings Road, Bloxham – The Parish Council considered an application for the change of design to retain an existing flat roof, re-roof a single storey outbuilding with pitched roofs and change the main roof covering from cedar shingles to natural blue slates

Resolved that the Parish Council has no objection to application 20/02636/F & 20/02627/LB, subject to comments from the Conservation Officer. However, due to the narrowness of the road and in order to ensure the neighbours are not impacted by the building work, the working hours should be limited to between 8am-4pm weekdays only, as well as conditions restricting parking around the site. **Action TG**

ii) Miller Homes Site, Tadmarton Road, Bloxham – The Chairman advised that the matter with the car park had been covered earlier in the meeting. He had also received three emails from the County Council regarding the use of Section 106 funds for the car park surfacing, but had still not made any progress. Councillor Gloria Lester-Stevens also reported that the dead trees at the Country Park had been replaced that day.

Resolved that the report be noted.

iii) Motor Fuel Group, Bloxham Service Station – Councillor Joanna Barton reported that the problems at the Service Station had greatly improved since alcohol had stopped being served after 11pm. In addition, the deliveries had moved to later in the day which was also a welcome improvement.

Resolved that:

- 1) the report be noted; and
- 2) an email be sent to Motor Fuel Group to advise them how much the situation has improved for residents since the sale of alcohol had ceased from 11pm. **Action TG/JB**

119/20 Environment/Village Matters

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- i) Ownership and Maintenance of land around the Gogs – The Parish Council had been due to discuss the ownership and maintenance of land around the Gogs as well as the paths themselves, however more information was required with regard to the ownership of the land.

Resolved that this item be discussed at a future meeting, once the ownership of land adjacent to The Gogs has been established. **Action TG**

- ii) Dog Waste Bin – The Parish Council considered a report on the repairs which were required to the dog waste bin outside Bloxham Museum & St Mary's Church.

Resolved that:

- 1) the report be noted;
- 2) advice be obtained from the County Council with regard to replacing the pole which is located in the footpath; and **Action TG**
- 3) a pole and/or a new dog waste bin & pole be purchased once an assessment of the site has been completed. **Action TG**

120/20 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment at 17 November 2020.

Resolved that the following accounts for payment be approved:

Payments	Amount
Royal British Legion – Annual Donation	£400.00
Theresa Goss – Land Registry Search for The Gogs	£35.94
Engineering Ingenuity – Works at Jubilee Hall	£540.00
Ellen Hinde Hall – Annual Rent for Storage	£125.00
Starboard Systems Ltd – Scribe Accounting Package set-up and fee for 12 months	£961.20

- ii) Parish Council Grants 2021/2022 – The Parish Council discussed the applications and allocation of Parish Council grants and community donations for 2021/2022.

Resolved that:

- 1) the following Parish Council grants/community donations for 2021/2022 be agreed as set out below:

Grants		
Organisation	Amount	Additional Comments
Bloxham Biodiversity Group	Refused	Additional £200.00 be included in the general planting budget and the funds be available for the biodiversity project once it starts progressing its projects.
Bloxham Senior Citizens Club	£300.00	
Bloxham Bowls Club	£500.00	
Ex-Servicemen's Hall	£500.00	
St Mary's Church Yard	£1000.00	
Ellen Hinde Hall	£2000.00	
Bloxham Pre-School	£1560.00	
First Bloxham Scout Group	£1250.00	

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Standing the Gap	Refused	The organisation is not Bloxham based and is not suitable for a Parish Council grant. Funding should be sourced from Oxfordshire County Council and Cherwell District Council.
Bloxham Flower Club	Withdrawn	Funding will be sourced from Cherwell District Council from its Covid-19 fund.
Community Donations		
Organisation	Amount	Additional Comments
Bloxham Recreation Ground	£2000.00	Parish Council would like a Councillor to be involved with the Trustees and the management of the Recreation Ground.

- 2) the remaining Community Donations be approved during the budget setting process.
- iii) Budget and Precept 2021/2022 – The Parish Council discussed the budget and precept for 2021/2022. Following a discussion, a number of changes were made to the draft version of the budget, which had been circulated prior to the meeting.

Resolved that:

- 1) the draft budget be noted and amendments be included;
- 2) at the end of the 2020/2021 financial year, any funds which are unspent be allocated to the contingency fund;
- 3) additional information regarding the financial position of the Cherry Tree Centre and its other funding sources be clarified; and
- 4) the budget and precept for 2021/2022 be discussed again at the next meeting of the Parish Council.

Action TG

121/20 Parish Council Matters

- i) Parish Council Representatives – Councillor Gloria Lester-Stevens reported that the St Mary's Thursday Club would be providing Christmas gifts for their members this year because the Christmas day lunch was unable to go ahead due to the Covid-19 pandemic.

Resolved that the report be noted.

- ii) Traffic Calming Working Group – The Parish Council discussed the appointment of a Councillor to lead on the Traffic Calming Working Group.

Resolved that Councillor Mike Morris to contact Councillor Nick Rayner for additional information on the project, with a view to taking the lead on the Working Group. **Action MM**

122/20 Correspondence – The Clerk reported that she had been in correspondence with a resident of Winters Way with regard to replacing the damaged bollards in the grass verge. This had been reported to the County Council and they would be replaced in due course.

123/20 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 124/20 & 125/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

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124/20 Scribe Accounts – The Parish Council considered a quote from Scribe Accounts to provide the Parish Council with an accounting package.

Resolved that the quote from Scribe Accounts be approved. **Action TG**

125/20 Section 106 Project, Jubilee Hall – The Chairman advised on the progress with the Jubilee Hall project.

Resolved that the report be noted.

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

126/20 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.

- Monday 7 December 2020 (Only one meeting in December 2020)
- Monday 4 January 2021
- Tuesday 19 January 2021
- Monday 1 February 2021
- Tuesday 16 February 2021
- Monday 1 March 2020

127/20 Items for Future Agendas

- Dog Friendly Stiles
- Traffic Calming Working Group Update, including Community Speedwatch
- Air Quality Results
- Maintenance of Parish Council Trees
- Electronic Storage of Parish Council Documents
- Ownership and Maintenance of The Gogs

(The meeting ended at 9.35pm)

Chairman – 7 December 2020