

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, HIGH STREET, BLOXHAM ON TUESDAY 18 FEBRUARY 2020 AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs; Councillors David Bunn, Mary Groves, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Kirsty Rose.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Christine Heath and three members of the public.

**APOLOGIES:** Councillor Joanna Barton submitted her apologies because there had been a bereavement in her family, the apologies were accepted and the absence authorised.

Councillor Amanda Baxter submitted her apologies because she was on holiday, the apologies were accepted and the absence authorised.

Councillor Sophie Floate submitted her apologies because she had another appointment, the apologies were accepted and the absence authorised.

District Councillor Mike Bishop also submitted his apologies.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, he asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

**255/19 Declarations of Interest** – There were no declarations of interest.

**256/19 Minutes** – Prior to the meeting, the minutes of the meetings held on 3 February 2020 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meetings held on 3 February 2020 be approved and signed by the Chairman.

### **257/19 Matters Arising**

Minute Number 242/19 - Village Spring Clean – Councillor Mike Morris reported that the spring clean would be held on 4 & 5 April 2020 and he had ordered the kits from Cherwell District Council. Councillor Morris would also be liaising with the WI. **Action MM**

Minute Number 243/19, Miller Homes – The Chairman reported that he had been in contact with the Enforcement Officers at Cherwell District Council about the outstanding issues on the Miller Homes site, on Tadmarton Road. They had agreed to take action, but there had still not been any progress. The Chairman will look to escalate the issue. The Parish Council had particular concerns about the lack of a carpark surface and the state of the balancing pond because the walls were eroding, which could result in water from the balancing pond causing flooding in the village. **Action SC**

Minute Number 244/19 – Open Forum, 'No Parking' Signs – The Chairman reported that the 'No Parking' signs still needed to be erected and he asked for volunteers to help with this matter. Councillor Kirsty Rose agreed to assist the Chairman. **Action SC/KR**

Minute Number 245/19 – Reports for County and District Councillors, Resurfacing – The Chairman reported that the resurfacing on the A361 from Strawberry Terrace to Warriner School would be competed as part of the County Council's maintenance programme, not as part of the A361 safety works. The Clerk was asked to contact County Councillor Kieron Mallon about this specific area and when it would be resurfaced. **Action TG**

Minute Number 245/19 – Reports for County and District Councillors, Manhole Covers – The manhole covers on the A361 had now been fixed.

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Minute Number 246/19 – 19/02968/F Chequer Tree Farm, Ells Lane, Bloxham – Councillor Stephen Phipps advised that BL14 and BL16 should not have been used to support this application. This was acknowledged by the Parish Council. The Chairman also advised that this application had now been withdrawn.

## 258/19 Chairman's Announcements

- Oxfordshire High Sheriff's Award – The Parish Council's nomination of District Councillor Christine Heath had been successful and an awards ceremony was being held on 24 March 2020.
- Motorfuel Limited – The application at the petrol station on South Newington Road for recessed lighting had now been approved, however there were tight conditions on the approval.
- Meeting with Oxfordshire County Council about highways issues on the A361 - Mike Wasley from the County Council would assist the Parish Council with traffic calming matters in the village.
- Declaring a Climate Emergency – A number of issues which could be taken into consideration when declaring a climate emergency were highlighted to the parish Council by the Chairman. It was agreed this would be discussed at the next meeting. **Action TG**

**259/19 Open Forum** – Mr Bill Richardson, the President of the Bloxham Branch of the Royal British Legion addressed the Parish Council with regard to a request from the Soldiers, Sailors and Airforce Families Association for the Parish Councils to arrange events to commemorate the 75<sup>th</sup> anniversary of VE Day. These would take place over the bank holiday weekend, starting on Friday 8 May 2020. The Royal British Legion would be organising the services on Sunday 10 May 2020.

It was agreed that a request would be made in the village asking for volunteers to organise an event, possibly at Jubilee Hall on Saturday 9 May 2020. This matter would also be discussed again at the next Parish Council meeting with a view to the Parish Council making a donation to support an event. **Action TG**

Mr Richardson was thanked for attending the meeting.

A member of the public addressed the Parish Council with regard to three rare trees which were planted in the village and he advised that these needed to be protected. The resident agreed to email this information to the Clerk so that the matter could be pursued further.

The resident also offered to assist with the purchase of trees for the Queen Street land too, if help was required.

*(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)*

**260/19 The Slade** – Prior to the meeting, Marie Jones, Warden at The Slade had circulated a report to the Parish Council. Marie highlighted that the boardwalks needed some maintenance work, the meadow cut had been a success and the children's group had been very popular.

Marie had forwarded to the Clerk, information on a camera which would be suitable for use in The Slade.

There was also a discussion about access to The Slade from the Miller Homes Country Park and that the two gates to the balancing pond had still not been locked.

Marie was thanked for attending the meeting.

### **Resolved** that:

- 1) the report be noted
- 2) a Bushnell Aggressor 24MP HD camera be purchased and it be delivered to Marie Jones at Warriner Farm;

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- 3) the two gates which provide access to the balancing pond be locked with padlock and chain. Millers Homes be advised of the lock code and also the Parish Council's safety concerns; and **Action SC/KR**
- 4) a plan of the site be sent to all Councillors. **Action MM**

**261/19 Reports from County and District Councillors** – There were no report from County Councillor Kieron Mallon.

District Councillor Christine Heath thanked the Parish Council for the successful nomination for her High Sheriff's Award. She would be attending the Award's Ceremony on 24 March 2020.

Councillor Heath also reported that Alan Plumb from Milton Parish Meeting had contacted her about the planning application from ISSEE at Brickhouse Farm. The Parish Council would be considering this application at its next meeting on 2 March 2020.

It was highlighted that Motorfuel Limited had installed an Amazon collection point at the garage on South Newington Road, which they did not have planning permission for. This had been reported to Enforcement at Cherwell District Council and they would be taking the necessary action.

Councillor Heath advised that John Wyatt had withdrawn his planning application because it was going to be refused by the planning officers at Cherwell District Council.

Councillor Heath also suggested that it would be a good idea to declare a climate emergency because it would be of benefit to the village.

Councillor Heath was thanked for her reports.

### 262/19 Planning

i) Planning Applications:

- 19/02979/F, 8 Collins Drive, Bloxham, Retrospective – The Parish Council considered an application for the erection of a shed.

**Resolved** that Bloxham Parish Council cannot comment on application 19/02979/F because there were no plans available on the Cherwell District Council web site. **Action TG**

- 20/00119/F, Potters Mill, Hogg End, Bloxham - The Parish Council considered an application for the erection of a garage.

**Resolved** that Bloxham Parish Council has no objection to application 20/00119/F, subject to comments from the neighbours. **Action TG**

- 19/02547/F, 32 Brookside Way, Bloxham - The Parish Council considered an application for the refurbish and re-position of an existing greenhouse, replacing two existing shed structures with a single combined shed and wood-store.

**Resolved** that Bloxham Parish Council has no objection to application 19/02547/F. **Action TG**

ii) Highways Meeting, A361/Ells Lane/Bloxham Grove Road Junction – Prior to the meeting, the Chairman had circulated a report with regard to the meeting held on 13 February 2020 with the County Council.

**Resolved** that:

- 1) the report be noted; and
- 2) contact be made with Dave Harrison at the County Council with regard to organising a meeting to discuss reinstating the bus services in the village, particularly on Tadmarton Road. **Action SC/TG**

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### 263/19 Environment/Village Matters

- i) Oxfordshire County Council's Fix My Street Super Users – Prior to the meeting, information had been circulated to the Parish Council on the County Council's Fix My Street Super User initiative.

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

- ii) Bloxham Annual Parish Meeting – The Parish Council noted that the Annual Parish Meeting was being held on Thursday 16 April 2020 and all residents were invited to attend.

**Resolved** that:

- 1) the report be noted; and
- 2) the WI be asked to provide the tea/coffee for the Annual Parish Council Meeting. **Action TG**

### 264/19 Parish Council Matters

- i) Drop-In and Chat – Prior to the meeting, a report on the Drop-In and Chat held on 8 February 2020 had been circulated to the Parish Council.

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

- ii) Parish Council Representatives – Prior to the meeting, Councillor Mary Groves had circulated a report on Bloxham Funday. Councillor Nick Rayner also reported on a meeting with Oxfordshire Neighbourhood Plan Alliance.

**Resolved** that the reports be noted.

- iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

**Resolved** that the report be noted.

### 265/19 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:

Payment	Amount	Cheque no.
Theresa Goss – Ticket for Mike Morris to attend Wild Oxfordshire event	£22.15	1667
Glyn Williams – Line marking at Jubilee Hall	£864.00	1668
W Page – Ex-Servicemen's Hall Project	£900.00	1669

- ii) Internal Audit 2019/2020 – Prior to the meeting, the Internal Audit Report for 2019/2020 had been circulated to the Parish Council.

**Resolved** that the report be noted and approved.

- iii) Parish Remuneration Panel – The Parish Council considered the recommendations within the report of the Independent Parish Remuneration Panel 2020/2021, which had been circulated prior to the meeting.

**Resolved** that:

- 1) the report be noted;
- 2) basic allowances not be paid in 2020/2021;

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- 3) travel and subsistence allowances be paid to Councillors in 2020/2021; and
- 4) comments supporting the introduction of a carers allowance as part of the Allowances Scheme be submitted to Cherwell District Council and the Oxfordshire Association of Local Councils.. **Action TG**

**266/19 Correspondence** – The Clerk reported that a resident had been in contact with the Parish Council with regard to dog mess in Kings Road. It was agreed that a note be included in the Broadsheet asking dog owners to pick up their dogs' mess. **Action TG**

### **267/19 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 267/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**268/19 Section 106 Project, Jubilee Hall** – The Chairman and Councillor Stephen Phipps gave an update on the project at Jubilee Hall, the issues which were still outstanding and the progress which had been made.

**Resolved** that the report be noted.

### **269/19 Meeting Dates**

**Resolved** that it be noted that, future meeting dates for Bloxham Parish Council are as stated below. They would all commence at 7.30pm (unless stated otherwise) in St Mary's Parish Rooms, Bloxham, and reference should be made to the agenda prior to the meeting:

- Monday 2 March 2020
- Tuesday 17 March 2020
- Monday 6 April 2020 (Only one meeting in April 2020)
- Thursday 16 April 2020 (Annual Parish Meeting at Warriner School Hall)
- Monday 4 May 2020
- Wednesday 20 May 2020 (At Bloxham Primary School)
- Monday 1 June 2020
- Tuesday 16 June 2020
- Monday 6 July 2020
- Tuesday 14 July 2020
- Monday 3 August 2020 (Only one meeting in August 2020)
- Monday 7 September 2020
- Wednesday 16 September 2020 (At Bloxham Primary School)
- 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)

### **270/19 Items for Future Agendas**

- Dog Friendly Stiles
- Queen Street legal advice
- Kissing gates
- Jennifer Ballinger, Senior Conservation Officer
- Declaring a Climate Emergency
- VE Day Celebrations & Parish Council Funding
- Fencing for The Slade and access points to The Slade
- Oxfordshire County Council's Fix My Street Super Users

## **BLOXHAM PARISH COUNCIL**

- Drop-In and Chat – 8 February 2020

(The meeting ended at 9.40pm)

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Chairman – 2 March 2020