

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON TUESDAY 19 NOVEMBER 2019 AT 7.30PM

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Mike Bishop and one member of the public.

APOLOGIES: Councillor Amanda Baxter submitted her apologies because she had another appointment, the apologies were accepted and the absence authorised.

Councillor Nick Rayner submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

District Councillor Christine Heath also submitted her 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.

179/19 Declarations of Interest – There were no declarations of interest.

180/19 Minutes – Prior to the meeting, the minutes of the meeting held on 4 November 2019 had been circulated to the Parish Council and were taken as read. The following amendment was proposed, seconded and agreed:

Minute Number 168/19, Open Forum – Councillor Mike Morris proposed that the words 'at the refuge' be removed.

Resolved that the minutes of the meeting held on 4 November 2019 be approved and signed by the Chairman, with the above amendment. **Action TG**

181/19 Matters Arising – There were no matters arising.

182/19 Chairman's Announcements

- Planting of bulbs – The bulbs would be planted by 4th Corner on Friday 29 November 2019 at 8am. The Chairman agreed to meet the contractors on site and their advice would be sought with regard to how many bulbs should be planted in each of the two areas, on opposite sides of Tadmerton Road. The two areas were by the bench and the land opposite. **Action SC**
- Planning training – This was being held at Cherwell District Council on Thursday 23 January 2020 at 6pm at Bodicote House. Councillors should advise the Clerk if they wish to attend. **Action ALL**
- Highway Safety Meeting – The meeting with OCC/CDC about highway safety following the approval of the planning application for the SEND School in Bloxham Grove Road, had been re-scheduled for Wednesday 27 November 2019. The Chairman would be attending the meeting. **Action SC**
- Christmas Tree – The base for the Christmas Tree had been installed earlier that day and the tree would now be located further up the hill and closer to the A361.

183/19 Open Forum – A member of the public addressed the Parish Council and he felt that District Councillor Christine Heath had made some very good points at Cherwell District Council's Planning Committee in relation to the planning application at Exham House.

Councillor Gloria Lester-Stevens reported the following residents' matters:

- Gardens in Quarry Close had been water logged during the heavy rain last week.

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- Drains were still blocked on Tadmarton Road
- Ditches on Tadmarton Road had still not been cleared.
- With regard to the balancing pond on the Miller Homes site on Tadmarton Road, the brick culvert and surrounding walls were dissolving and water was flowing around the culvert. Also the culvert pipe was too small and was also blocked.
- The Red Brick sign which was outside of the Millers Home development on Tadmarton Road, had still not been removed.

The Clerk agreed to contact Millers Homes and ask when the Red Bick sign would be removed. Cherwell District Council's Enforcement Team would also be notified, if it was appropriate. **Action TG**

The Clerk would arrange a site meeting with Araya Yohannes, Highways Officer at Oxfordshire County Council to discuss the issues with the drains and ditches on Tadmarton Road. **Action TG**

The Clerk would arrange a meeting with Tim Screen from Cherwell District Council, once the Chairman had checked the condition of the balancing pond. **Action SC/TG**

Councillor David Bunn had received a report from a resident about the poor the air quality in front of the Co-op. Councillors felt that a further air quality survey should be undertaken in the next year or two. It was agreed to load Cherwell District Council's air quality report onto the Parish Council web site. **Action TG**

Councillor David Bunn also reported that he was still investigating dog friendly stiles around the village.

Councillor Kirsty Rose reported that the Queen Street land residents meeting was being held on Tuesday 26 November 2019 at 7pm at St Mary's Parish Rooms.

(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)

184/19 Reports from County and District Councillors – There were no reports from the County and District Councillors.

185/19 Planning

- i) Planning Applications: None
- ii) Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council considered a report regarding updates to the BNDP.

Resolved that no updates be made to the Bloxham Neighbourhood Development Plan.

186/19 Environment/Village Matters

- i) Jubilee Hall Access Road – Prior to the meeting, a report had been circulated to the Parish Council with regard to repairs to the Jubilee Hall access road. The access road was owned by the Parish Council and Bloxham School had a right of access across it.

Resolved that:

- 1) the report be noted;
- 2) the quote from ASC for £1537.85 plus VAT be accepted; **Action TG**
- 3) Bloxham School be asked to share the cost of the work and authority be delegated to the Chairman and Clerk to accept any offer from Bloxham School; and **Action SC/TG**
- 4) if Bloxham School is not willing to share the cost, the Parish Council will meet the full cost of the works. **Action TG**

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187/19 Parish Council Matters

- i) Drop-in and Chat – The Parish Council received a report on the session held on 9 November 2019. There had been one attendee.

Resolved that the report be noted.

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

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

Resolved that the report be noted.

188/19 Finance

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

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

Payments	Amount	Cheque No.
NR Prickett – Fencing work for Queen Street land	£876.00	1625
NR Prickett – Grass cutting for November 2019	£774.00	1625
Viking – Stationery	£132.89	1626
Bloxham Mill – Room Hire	£76.50	1627
Angel Electrical Services – Fire Alarm System at Ex-Servicemen's Hall	£822.00	1629
Angel Electrical Services – Power for the new Defibrillator	£168.00	1629
Angel Electrical Services – Electrical Work at the Ex-Servicemen's Hall	£2748.00	1629
ACS Bower Ltd – Installation of three new benches	£1737.57	1630
Wicksteed Leisure Ltd – Play area inspection at Recreation Ground	£85.20	1631
St Mary's Parish Rooms – Room hire July to Oct 2019	£210.00	1632

- ii) Section 106 Project, Jubilee Hall – Prior to the meeting, Councillor Stephen Phipps had circulated a report on the project at Jubilee Hall.

Resolved that:

- 1) the report be noted;
- 2) the quote from Angel Electrical Services for £1615.00 plus VAT be accepted; **Action SP/TG**
- 3) the quote from B&L Shutter for £877.00 plus VAT be accepted; **Action SP/TG**
- 4) the quote from Green Scythe Limited for £248.00 plus VAT be accepted; and **Action SP/TG**
- 5) these additional costs be funded from Section 106 funds.

- iii) Parish Council Grants/Community Donations 2020/2021 – Prior to the meeting, a report on the grant applications which the Parish Council had required further information, had been circulated.

Resolved that the grants/community donations for 2020/2021 be approved as follows:

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Organisation St Mary's Parish Rooms	Grant for 2020/2021 £400.00
Ellen Hinde Hall	Defer until a quote has been received and request confirmation as to whether or not this essential work to ensure the safety of the building.
Standing the Gap	Refused
Organisation	Community Donation 2020/2021
Bloxham Recreation Ground	£2500.00 (for running costs including insurance, services, ground/tree/hedge maintenance, tools maintenance and vandalism repairs)

- iv) Budget/Precept 2020/2021 – The Parish Council discussed the budget and precept for 2020/2021, including a request from Burford Town Council for funds to address weight limit issues relating to lorries using the A361 through their village.

Resolved that:

- 1) Marie Jones be contacted about the progress of the purchase of a camera for The Slade; **Action TG**
- 2) CCTV cameras at Jubilee Hall be investigated; **Action DB**
- 3) information be obtained on accessible kissing gates to replace the current stiles etc. on the public rights of way and permissive footpaths around the village and these be funded from the 2019/2020 budget; **Action DB**
- 4) the request from Burford Town Council be refused;
- 5) a letter be sent to Burford Town Council advising that their request has been refused and that the Parish Council does not believe that any Town and Parish Councils should be contributing to measures to address weight limits on the highway, given this is a County Council responsibility; and **Action TG**
- 6) the budget for 2020/2021 be approved and the precept for 2020/2021 be set at £96,676.00. **Action TG**

189/19 Correspondence – There was no further correspondence.

190/19 Queen Street Land – The Chairman reported that it had now been confirmed by Oxfordshire County Council that it owned a significant portion of the bigger piece of land and the Parish Council had been granted permission for a fence to be erected, as long as the County Council retained access to the site.

Following a discussion, it was felt that the Chairman and Councillor Leonard Leigh should meet with the Parish Council's Solicitor, ORG Stock Denton and seek further advice on the matter.

Resolved that:

- 1) the report be noted; and
- 2) a meeting with ORG Stock Denton be arranged and the Chairman and Councillor Leonard Leigh be authorised to attend on behalf of the Parish Council. **Action TG**

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191/19 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 December 2019 (Only one meeting in December 2019)
- Monday 6 January 2020
- Wednesday 15 January 2020
- Monday 3 February 2020
- Tuesday 18 February 2020
- Monday 2 March 2020
- Tuesday 17 March 2020
- Monday 6 April 2020
- Tuesday 14 April 2020
- Thursday 16 April 2020 (Annual Parish Meeting, venue TBC)
- Monday 4 May 2020
- Wednesday 20 May 2020
- Monday 1 June 2020
- Tuesday 16 June 2020
- Monday 6 July 2020
- Tuesday 14 July 2020
- Monday 3 August 2020 (Only meeting in August 2020)
- Monday 7 September 2020
- Tuesday 15 September 2020
- Monday 5 October 2020
- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020

192/19 Items for Future Agendas

- Highway Officer to attend the future meeting
- Section 106 – Community Benefits List
- Dog Friendly Stiles
- Queen Street legal advice
- Kissing gates
- The Slade

(The meeting ended at 9.30pm)

Chairman – 2 December 2019