

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 20 OCTOBER AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs: Councillors David Bunn, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Heather Westbury.

**ALSO IN ATTENDANCE:** One member of the public.

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

Councillor Joanna Barton submitted her apologies because she was at work, the apologies were accepted and the absence was authorised.

Councillor Sophie Floate submitted her apologies because she was attending a meeting at St Mary's Church, the apologies were accepted and the absence was authorised.

County Councillor Kieron Mallon and District Councillors Mike Bishop, Christine Heath and Andrew McHugh also submitted their apologies.

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.

**85/20 Declarations of Interest** – There were no declarations of interest.

**86/20 Minutes** – Prior to the meeting, the minutes of the meetings held on 5 October 2020 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 5 October 2020 be approved and signed by the Chairman.

**87/20 Matters Arising** –

Minute Number 79/20, Biodiversity Group – Councillor Gloria Lester-Stevens reported on the contact she had made with the new village biodiversity group and she would continue to keep in touch with them about up and coming projects.

Councillor Mike Morris suggested that a village litter pick could be arranged and Councillor Heather Westbury suggested the possible involvement of the Boys Brigade. **Action MM/HW**

**88/20 Chairman's Announcements**

- Budget for 2021/2022 – The Parish Council would be considering the budget for 2021/2022 in the next couple of months.

**89/20 Open Forum** – The member of the Public did not wish to address the Parish Council.

Councillor David Bunn reported that a resident had brought it to his attention that there was a lot of horse muck being left on the roads around the village and this caused more of an issue on the single track, narrow roads. It was agreed that the situation would be monitored.

Councillor Heather Westbury reported that gateways 136/133 and 136/140 on footpath 136/9/10 were blocked due to a mound of soil being left on the footpath by the farmer/land owner. Also, the stile on footpath 136/46 was broken. Both of these items would be reported to the Footpaths Officer at the County Council. **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)*

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**90/20 Reports from County and District Councillors** – There were no reports from the County and District Councillors.

### 91/20 Planning

- i) Planning Applications: None
- ii) Miller Homes Site, Tadmarton Road, Bloxham – The Chairman reported that he had been in contact with Cherwell District Council and Oxfordshire County Council, with regard to the surfacing of the car park.

**Resolved** that the report be noted.

- iii) Motor Fuel Group, Bloxham Service Station – In the absence of Councillors Amanda Baxter and Joanna Barton, this item was deferred to the next meeting.

**Resolved** that this item was deferred to the next meeting

### 92/20 Environment/Village Matters

- i) Public Right of Way to Milton – The Parish Council considered a report with regard to establishing a new Public Right of Way from The Ridgeway to Milton.

**Resolved** that:

- 1) the report be noted;
- 2) if residents wish to submit a proposal for a Public Right of Way from the Ridgeway to Milton/Bloxham Grove, the Parish Council would not raise any objection;
- 3) the Parish Council's position would be fed back to the concerned residents and **Action SC/TG**
- 4) the tenant/landowner be contacted by the Parish Council to discuss the current situation. **Action SC**

### 93/20 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment at 20 October 2020.

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

Payments	Amount
Green Scythe Ltd – Grass cutting at Jubilee Park	£430.20
Wicksteed Leisure Ltd – Inspection of play equipment at Bloxham Recreation Ground	£72.00

- ii) Budget 2021/2022 – The Chairman reported that the budget for 2021/2022 would be considered by the Parish Council in November/December 2020 and asked that any suggested items for inclusion, be emailed to the Clerk.

**Resolved** that the report be noted.

### 94/20 Parish Council Matters

- i) Parish Council Representatives – Councillor Leonard Leigh reported that he had been in contact with the ONPA to advise that he was the new Parish Council representative.

**Resolved** that the report be noted.

- ii) Electronic Storage of Parish Council Documents – The Parish Council discussed the electronic storage of Parish Council documents.

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**Resolved** that this item be deferred to a future meeting. **Action TG**

- iii) Financial Regulations – The Parish Council considered making an amendment to the Parish Council's Financial Regulations.

**Resolved** that the Financial Regulations be amended to allow for the Clerk and two Parish Council bank signatories to spend £1000 if there is an urgent issue relating to work to trees. **Action TG**

**95/20 Correspondence** – The Chairman reported that there had been a number of items of correspondence from village residents regarding the High Street frontage opposite the Coop. Complaints included wheelie bins being left on the frontage and the presence of a skip.

- It was agreed that all residents in the village would be reminded via a notice in the Broadsheet that where practical, wheelie bins should be located at the back of their properties once they had been emptied;
- It was acknowledged that for some residents on the High Street this would not be practical;
- The resident responsible for the skip would be asked when it was likely to be removed; and
- The County Council would also be contacted for clarification on parking on the frontage and whether this area was permitted to be for residents parking only.

**Action SC/TG**

**96/20 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 97/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**97/20 Section 106 Project, Jubilee Hall** – Councillor Phipps gave an update on the on-going work at the hall and the Chairman reported that the mechanical engineering report had been received.

**Resolved** that the report be noted.

**98/20 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 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020 (Only one meeting in December 2020)

**99/20 Items for Future Agendas**

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

(The meeting ended at 9.15pm)

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Chairman – 2 November 2020