

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 1 DECEMBER 2025 AT 7.00PM

**PRESENT:** Chairman, Councillor Alex Harrison; Councillors Joanna Barton, Amanda Baxter, Mike Fenner, Neil Hegarty, Richard Morley, David Morris and Laura Noakes.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer) and eleven members of the public.

**120/25 Apologies** – Parish Councillor Stuart Hodge submitted his apologies because he was on holiday.

Parish Councillor Nick Rayner submitted his apologies because he was unwell.

County Councillor/District Councillor David Hingley and District Councillors Gordon Blakeway and Rob Pattenden also submitted their apologies.

**Resolved** that the apologies from Parish Councillors Stuart Hodge and Nick Rayner be accepted and the absences authorised.

### 121/25 Declarations of Interest

Minute Number 131/25 (vi) – Parish Council Grants – The following Councillors declared an interest in the Parish Council grant applications and community donations for 2026/2027 because they or their partners, were involved with the Groups mentioned:

|                            |  |
|----------------------------|--|
| Councillor Joanna Barton   | St Mary's Thursday Club                                  |
| Councillor Alex Harrison   | Royal British Legion and South Central Ambulance Charity |
| Councillors Richard Morley | Bloxham Museum and Bloxham Reminiscence                  |
| Councillor Laura Noakes    | Bloxham Pre-School and the Boys Brigade                  |

**122/25 Minutes** – Prior to the meeting, the minutes of the meeting held on 3 November 2025 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meeting held on 3 November 2025 be approved and signed by the Chairman as a correct record.

**123/25 Matters Arising** – There were no matters arising.

### 124/25 Chairman's Announcements

- Remembrance Sunday Parade, 9 November 2025 – The event had gone very well and the Parish Council passed its thanks to David Bunn for laying the poppy wreath on behalf of the Parish Council.
- Jubilee Park Management Committee – Parking was continuing to be an issue because Dewey Hall users were using the Jubilee Hall car park to park their vehicles. This matter had been raised with Bloxham School by the Chairman because the impact had been Bloxham FC moving some of its teams from Jubilee Park to play matches and train in Sibford.

The Committee was also investigating a suitable site for outdoor adult gym equipment, as well establishing costings. Site meetings would be undertaken and the Clerk would contact Cherwell District Council about the availability of Section 106 funds for the project. **Action TG**

The contract for the wifi at the Hall had also been renewed for another year.

- Meeting with Bloxham School – The Chairman had met with Tim Seton and had discussed the dropped kerb outside the School's entrance, which had been stipulated by Oxfordshire County Council Highways as part of the planning permission, as too had the new crossing. The School did not want the crossing at that location because it was on a bend and children had been instructed not to use it. Councillor Richard Morley

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confirmed these two matters would be included in the list of highway issues which he was collating. Staff from Bloxham School parking on Courtington Lane continued to be an issue.

The School staff had also cleared some leaves from Brickle Lane and were due to clear Courtington Lane too.

- Planning Permission at Dewey Hall – Bloxham School had four temporary flood lights for hockey practice which were timed to switch off at 6pm. There had not yet been any negative feedback from residents. Before the works could start on the main project, the parking situation had to be resolved and further parking would be added off The Ridgeway.

The drainage works were still scheduled for completion during the Easter 2026 holidays, which would involve traffic management on the A361 whilst the works were being completed.

- Draft Modified Bloxham Neighbourhood Development Plan – The public meeting held on Monday 24 November 2025 had gone well and there had been some good feedback from residents.

**125/25 Bloxham Bowls Club – Section 106** – Prior to the meeting, information from the Bowls Club had been circulated to Councillors, detailing the proposed project to replace the roof for the club house and changing rooms. To help fund the work, the Bowls Club was requesting support from the Parish Council to access Section 106 funds, currently held at Cherwell District Council.

Liam Ryan, Treasurer at the Bowls Club, attended the meeting and highlighted some areas of the project and the activities at the Club and answered questions from Councillors. The total cost of the project was £39,000 and there was £14,135 of Section 106 funds available.

**Resolved** that the application from Bloxham Bowls Club to use Section S106 funds for the project to replace the roof for the club house and changing rooms be supported. **Action TG**

**126/25 Open Forum** – A resident asked whether a new streetlight could be erected on Courtington Lane. The Clerk agreed to contact Oxfordshire County Council for more details on the process. **Action TG**

A resident addressed the Parish Council with his concerns regarding the Draft Bloxham Modified Bloxham Neighbourhood Plan and the potential impact of building on the preferred site, might have the on village.

A resident referred to the item being considered later in the meeting, with regard to the streetlight in Hawke Lane. The resident felt that this area of the village was very dark and on public safety grounds, the light should not be shaded further or switched off.

A resident advised that he had reported a number of hedges to the County Council's Fix My Street web site, which were overgrowing the footpath,. The Clerk asked the resident to send the details to her and she would follow this up with the County Council. **Action TG**

The residents were thanked for addressing the Parish Council.

*(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)*

**127/25 Reports from County and District Councillors** – Prior to the meeting, the County/District Councillors circulated their reports to the Parish Council.

**Resolved** that the reports be noted.

**128/25 Environment/Village Matters**

- i) Flooding – Prior to the meeting, Councillor Neil Hegarty had provided an update on the work of the Flooding Working Group, to the Parish Council.

Councillor Hegarty was thanked for his report and his work on the flooding project.

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**Resolved** that the report be noted.

- ii) Traffic Calming Working Group – Prior to the meeting, Councillor Richard Morley had circulated the minutes of the Traffic Calming Working Group meeting held on 17 November 2025.

**Resolved** that the minutes be noted.

- iii) David Tyrrell Recreation Ground – The Parish Council considered legal advice regarding how the Parish Council could support the Recreation Ground Trustees with managing the facility.

**Resolved** that:

- 1) the advice be noted; and
  - 2) the Clerk to liaise with the Recreation Ground Trustees regarding an advert for new Trustees. **Action TG**
- iv) Memorial Bench – The Parish Council discussed a locating a new bench on the corner of Gascoigne Way in memory of Bill Richardson. The Chairman advised that the bench would be purchased from donations made at Mr Richardson's funeral.

**Resolved** that the location of the bench on the corner of Gascoigne Way be supported, subject to permission from Oxfordshire County Council as the landowner and liaison with Bloxham Biodiversity regarding their proposals for this section of grass verge. **Action AH/TG**

- v) Street Lighting – The Parish Council discussed a request from a resident for a streetlight in Hawke Lane to be shaded or switched off.

**Resolved** that the request for shading or removal of the streetlight in Hawke Lane not be supported because it is very dark in this area of the village and it will be a public safety issue to remove or reduce the lighting.  
**Action TG**

### 129/25 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

**Resolved** that, it be noted and approved that no observations had been made by the Parish Council in respect of the following planning applications/works to trees:

|              |   |
|--------------|---|
| 25/02515/TCA | Whettons Yard, Chapel Street, Bloxham<br>T1. Apple- Reduce back to previous points (2-3m) and remove any crossing or damaged branches   |
| 25/02712/TCA | 2, Bradford Court, Bloxham<br>Tree works  |
| 25/02780/TCA | High Walls, Steeple Close, Bloxham<br>Tree works  |
| 25/02771/TCA | Hayes Cottage, 3 Unicorn Street, Bloxham<br>Tree works  |
| 25/02733/F   | Hornton House, Chapel Street, Bloxham<br>Variation of Condition 2 (plans) of 25/00815/F - Following further detailed design work, minor design changes are proposed to the plans - slight increase to the |

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building size, a shift in its footprint away from the boundary and PV slates proposed for the roof material

|             |  |
|-------------|--|
| 25/01874/LB | 1 The Old Cottage, Church Street, Bloxham<br>Replace two ground floor windows to front of property with hardwood windows with leaded panes |
| 25/02606/LB | The Cottage, Kings Road, Bloxham<br>Replace two first floor rear bedroom windows   |

**Resolved** that, it be noted and approved that observations have been made by the Parish Council in respect of the following planning applications/works to trees: None

**Resolved** that, it be noted and approved that observations have been made by the Parish Council in respect of the following planning applications/works to trees: None

**Resolved** that, it be noted that the Parish Council is considering the following planning applications/works to trees:

|              |   |
|--------------|---|
| 25/02895/OUT | Land Adjoining and West of Bloxham Recreation Ground, South Newington Road, Bloxham<br>Outline application with All Matters Reserved except for access, for up to 95 dwellings (Use Class C3) with associated works |
| 25/02551/F   | Bloxham Bowling Club, The Ridgeway, Bloxham<br>Renewal of roof coverings to main clubhouse and changing rooms   |
| 25/03004/TCA | The Old Manor, Little Bridge Road, Bloxham<br>Tree works  |
| 25/03004/TCA | The Old Manor, Little Bridge Road, Bloxham,<br>Tree works   |

- ii) Results of Planning Applications – The Parish Council noted decisions made by Cherwell District Council since the last meeting of the Parish Council.

**Resolved** that the report be noted.

- iii) Bloxham Neighbourhood Development Plan – The Chairman reported that Cherwell District Council's consultation period would start on Monday 8 December 2025 and end on Sunday 1 February 2026.

In addition to publishing online, Cherwell District Council would be placing a formal public notice in the Banbury Guardian and would be depositing core documents in the following locations:

- Castle Quay Offices Banbury
- White Lion Café, Bloxham
- Adderbury Library

Public notices would also be displayed on the Parish Council noticeboards.

**Resolved** that the report be noted.

- iv) 25/02895/OUT, David Wilson Homes South Midlands – The Parish Council discussed an outline application on land adjoining and west of Bloxham Recreation Ground, South Newington Road, Bloxham for up to 95 dwellings (Use Class C3) with associated works.

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**Resolved** that the Parish Council objects to application 25/02895/OUT and delegated authority be given to the Clerk, in consultation with Councillors Amanda Baxter and Joanna Barton, to submit the objection to Cherwell District Council. **Action TG**

- v) Deeley Homes – The Chairman reported on the meeting with Deeley Homes which had been held prior to the Parish Council meeting to discuss their reserved matters application. Dean Weldon from Deeley Homes outlined the changes which the Urban Design Officer at Cherwell District Council had proposed to Deeley Homes.

**Resolved** that:

- 1) the report be noted; and
- 2) on receipt of the Deeley Homes response to the Urban Design Officer, this be reviewed by the Parish Council and delegated authority be given to the Clerk, in consultation with Councillors Amanda Baxter and Joanna Barton, to respond on behalf of the Parish Council and arrange a meeting with the Urban Design Officer at Cherwell District Council, if necessary. **Action TG/AB/JB**

### 130/25 Parish Council Matters

- i) Drop-In and Chat – Councillor David Morris reported that one person attended the last session and Councillors Richard Morley and Nick Rayner would be attending the session on 13 December 2025.

**Resolved** that the report be noted.

- ii) Meeting with Sean Woodcock MP – The Chairman reported on the meeting with Sean Woodcock MP, held on Friday 7 November 2025.

**Resolved** that the report be noted and Sean Woodcock MP be contacted regarding the progress with the actions from the meeting. **Action TG**

### 131/25 Finance

- i) Section 106 Funds – The Parish Council discussed a request from Cherwell District Council to comment on the wording of the allocation of Section 106 funds in respect of planning application 25/02895/OUT for land adjoining and west of Bloxham Recreation Ground, South Newington Road, Bloxham.

**Resolved** that the following wording be submitted to Cherwell District Council for inclusion in the Section 106 agreement in respect of planning application 25/02895/OUT:

Community Hall Facilities contribution (£104,690.76) – towards improvements/expansion or enhancements of community hall facilities in Bloxham.

Outdoor Sports Facilities contribution (£266,791.00) – towards the enhancement of facilities at Bloxham Recreation Ground (specifically improvements to the pitch and pavilion and better access for disabled users and parking). If these funds cannot be spent in Bloxham, they be allocated to increasing formal outdoor sports provision at the Community and Sports Centre, Milton Road, Adderbury.

Indoor Sports Facilities contribution (£101,131.00) - towards the expansion / enhancement of indoor sport facilities in Bloxham. If these funds cannot be spent in Bloxham, they be allocated to increasing formal outdoor sports provision at the Community and Sports Centre, Milton Road, Adderbury.

**Action TG**

- ii) Financial Matters – Prior to the meeting, a number of financial documents had been circulated to the Parish Council.

**Resolved** that:

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- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
  - 2) the receipts since the last meeting, the uncashed payments & uncashed receipts and the bank reconciliation, as at 1 December 2025 for the bank accounts at Unity Trust Bank be noted;
  - 3) it be noted that Councillor Joanna Barton, as Councillor for monitoring the Parish Council's internal controls, has signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 30 November 2025 and the Unity Trust bank statements for November 2025 and
  - 4) Councillor Amanda Baxter be added as a signatory to the Parish Council bank accounts. **Action TG/AB**
- iii) Budget Monitoring 2025/2026 – Prior to the meeting, the Parish Council received budget monitoring report for 2025/2026.

**Resolved** that the report be noted.

- iv) General, Ring-Fenced and Ear-Marked Reserves – Prior to the meeting, the general, ring-fenced, and ear-marked reserves had been circulated to the Parish Council.

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

- v) Parish Council Grants and Community Donations Policy – The Parish Council's current policy for awarding grants and community donations.

**Resolved** that:

- 1) this item be deferred to a future meeting; and
  - 2) Councillors to send to the Clerk, their suggestions for suitable criteria for future grant applications and community donations. **Action ALL**
- vi) Parish Council Grants, Budget and Precept 2026/2027 – The Parish Council considered grant applications and a draft Budget and Precept for 2026/2027.

**Resolved** that:

- 1) the grant applications for 2026/2027 be approved as follows:

| Organisation                    | Amount  |
|---------------------------------|---|
| Bloxham Biodiversity            | £800.00   |
| Bloxham Bowls Club              | £329.00   |
| Bloxham Boys Brigade            | £500.00   |
| Bloxham Broadsheet              | £2000.00  |
| Ellen Hinde Hall                | £1615.00  |
| Friends of Adderbury Library    | £200.00   |
| Bloxham Museum                  | £1500.00  |
| Bloxham Primary School          | £10,000.00 (in two installments of £7500 and £2500) |
| Bloxham Reminiscence            | £1500.00  |
| Bloxham Scouts                  | £1229.00  |
| Standing The Gap                | £1050.00  |
| St Mary's Church                | £2000.00  |
| South Central Ambulance Service | £1000.00  |
| Volunteer Driver Service        | £500.00   |
| WI                              | £300.00   |

- 2) the following Community Donations for 2026/2027 be approved as follows:

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| Organisation                       | Amount    |
|------------------------------------|-----------|
| David Tyrrell Recreation Ground    | £2500.00  |
| Bloxham Christmas Lunch            | £500.00   |
| St Mary's Church Clock Maintenance | £150.00   |
| St Mary's Thursday Club            | £5,500.00 |
| Royal British Legion Poppy Appeal  | £400.00   |
| Jubilee Park Management Committee  | £3000.00  |

- 3) the Budget for 2026/2027 be approved at £128,002.06, the income be estimated at £16,656.82 and expenditure be estimated at £128,002.06; and
  - 4) the Precept for 2026/2027 be set at £114,713.00, which is an increase of 5% compared to 2025/2026.
- Action TG**

**132/25 Correspondence** – There was no further correspondence.

### 133/25 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 134/25 & 135/25 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**134/25 Quote for Lights at St Mary's Church** – In the absence of Councillor Nick Rayner, there was no update on this project.

**Resolved** that the report be noted.

**135/25 Grass Cutting Contracts 2026/2027** – The Parish Council considered quotes for the grass cutting contracts for 2026/2027.

**Resolved** that:

- 1) the quote from Nigel Prickett for the grass cutting of the village areas and grass verges for 2026/2027 be accepted; and
- 2) the quote from Green Scythe Ltd for cutting the grass at Jubilee Park for 2026/2027 be accepted.

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

**136/25 Meeting Dates** – The Chairman reported that the next Parish Council meetings would be held at Jubilee Hall, Barley Close, Bloxham, commencing at 7.00pm.

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

- Monday 5 January 2026, Monday 2 February 2026, Monday 2 March 2026

### 137/25 Items for Future Agendas/Items of Information

- Wildlife Corridors
- Purchase of devices to monitor pollution levels

(The meeting ended at 9.30pm)

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Chairman – 5 January 2026