

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 2 JUNE 2025 AT 7.00PM

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

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), County Councillor/District Councillor David Hingley, District Councillor Rob Pattenden and three members of the public.

**20/25 Apologies** – District Councillor Gordon Blakeway submitted his apologies.

**Resolved** that the apologies be noted.

**21/25 Declarations of Interest** – There were no declarations of interest.

**22/25 Minutes** – Prior to the meeting, the minutes of the meeting held on 12 May 2025 had been circulated to the Parish Council and were taken as read.

Councillor Mike Fenner proposed that Bloxham Parish Council formally commended the Chairman, David Bunn assisted by Vice-Chairman Joanna Barton for their dedicated service and leadership. Their contributions were invaluable in advancing the Council's goals and serving our community. A vote of commendation in recognition of their efforts was proposed and seconded and unanimously voted in favour.

**Resolved** that the minutes of the meeting held on 12 May 2025 be approved.

**23/25 Matters Arising** – There were no matters arising.

**24/25 Chairman's Announcements**

- Cherwell District Council's Parish Liaison Meeting – All Councillors were invited to attend the meeting on 11 June 2025 at the new offices in Castle Quay, Banbury.
- Leonard Leigh – Leonard Eulogy's had been included in the May edition of the Broadsheet and a number of residents had made positive comments to the Chairman regarding the article.
- Weekly Planning List – The weekly list of planning applications produced by Cherwell District Council would be circulated to Councillors on a weekly basis.

**25/25 Open Forum** – The Chairman reported the litter bin on the corner of the A361 and Courtington Lane was too small as it was regularly overflowing with litter. It was agreed that a larger litter bin would be purchased and the current bin, be relocated onto the Bloxham Grove Road. **Action DB/TG**

The Chairman reported that the hedge/trees at White Cottage (on corner of Strawberry Terrace and Banbury Road) was overhanging the footpath and blocking it for wheelchair users, as well as those with pushchairs and pedestrians. The Clerk was asked to write to the residents and request that the hedge/trees were cut back. **Action TG**

It was reported that the hedge along the Public Right of Way on Hobb Hill was blocking the footpath. The Chairman advised that this matter had been reported to Bloxham School and they had been asked to cut it back.

Councillor Alex Harrison asked whether the grassed slopes in front of the houses in Winters Way, were part of the grass cutting contract. The Clerk agreed to check the contract and advise Councillor Harrison accordingly to enable him to feedback to the resident who had raised the issue. **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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**26/25 Reports from County and District Councillors** – County/District Councillor David Hingley reported that the County Council's Annual Meeting had been held and a new Liberal Democrat administration had been appointed. Councillor Hingley was not a member of the Cabinet and would be focusing on local issues in his division, such as flooding.

Councillor Hingley advised that both the County Council and the District Council would be consulting shortly on the Local Government reorganisation.

The Chairman reminded the Parish Council that the outstanding white lining would be completed once the resurfacing work had been finished which included the lining outside The Loft, Bloxham Museum and the Old School House (opposite The Loft).

District Councillor Rob Pattenden reported that Annual Meeting of Cherwell District Council had been held and a coalition of the Liberal Democrats and the Green Party had formed the Executive administration.

Councillor David Hingley would be continuing in his role as Leader of the Council. There were a number of upcoming issues regarding planning, including Oxford Utd relocating to Kidlington. A Housing Delivery Action Plan was also being published and would be considered by the Executive the following week.

The Chairman thanked the Councillors for their reports and support.

### **27/25 Environment/Village Matters**

- i) Flooding – Councillor Neil Hegarty reported that County Council's Section 19 report had been due at the end of May but had not yet been received, therefore, it was hoped this would be received imminently.

Funding to address flooding issues had been approved by the County Council, and there had been liaison with Thames 21 and local landowners over the previous month.

There had been a number of Flood Management Seminars held recently and Jerry Wood had attended these events on behalf of the Flooding Working Group. The events were very useful and a number of contacts had been made. Jerry Wood had also been liaising with the Bledington Flooding Group, which had been running for five years and as a result, had a number of external partners involved with the Group.

Work to clear The Brook by Little Bridge Road had been scheduled and would be progressed shortly. Consideration was also being given to involving Sean Woodcock MP regarding the over-development of the village and the flood risk this posed to many residents.

Councillor Hegarty was thanked for his report.

**Resolved** that the report be noted.

- ii) New Defibrillator – Councillor Alex Harrison reported that there were gaps in the locations of the defibrillators in the village and a resident had volunteered to locate a defibrillator on their private dwelling on South Newington Road. However, further work was required because the dwelling was a List Building and was also located in the Conservation Area.

**Resolved** that Councillor Alex Harrison be given approval to proceed with the investigations for a new defibrillator on a private dwelling on South Newington Road, Bloxham. **Action AH**

- iii) First Response Vehicle – Councillor Alex Harrison reported that the South Central Ambulance Charity would be disposing of its First Response Vehicles in Oxfordshire due to budgetary constraints.

**Resolved** that the report be noted.

- iv) Village Planters – The Parish Council received an update from Biodiversity Bloxham regarding the maintenance of the village planters. The two planters on the A361 at the Banbury entrance to the village had been tidied up and further work was required. They had been planted with brighter flowers and plants, as well as including some pollinators.

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Work had not yet been undertaken on the planters on the A361 at the Chipping Norton entrance to the village, but this would start shortly.

All the planters had a lot of potential, but the plants needed to be changed every season and to keep them maintained and watered on a daily basis, was a lot of work for the volunteers.

Bloxham Biodiversity were thanked for their work on the planters.

**Resolved** that the report be noted.

### 28/25 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:

25/00815/F	Hornton House, Chapel Street, Bloxham Variation of Condition 2 (plans) of 20/02054/F - Following some demolition work and detailed design work, minor design changes are proposed to the plans. Amendments include a slight increase to the building size, a shift in its footprint away from the boundary, and the introduction of two dormer windows to the south elevation
25/00868/F	6 Lawrence Leys, Bloxham, Single storey wrap around extension
25/00867/LB	The Woodlands, Workhouse Lane, Bloxham Demolition of existing conservatory and infilling of existing patio door opening including new casement window
25/00917/F	2 Colegrave Road, Bloxham Single storey side and front extensions; rear single storey extension
25/00984/F	Creek Cottage, Little Bridge Road, Bloxham Variation of Condition 2 (plans) of 24/01276/F - amend design and reduce size of extension
25/01073/F	17 Cherrys Close, Bloxham, Single storey extension to front, part conversion of garage including alterations, rendering to front and sides of dwelling
25/01122/TCA	Findern Mill 6, The Ridgeway, Bloxham Yew (T1) - crown reduction by up to 3 metres.
25/01246/TCA	Great Hall, Bloxham School, Banbury Road, Bloxham, Tree works
25/01256/TCA	Spring Cottage, Unicorn Street, Bloxham, Tree works
25/01263/TCA	Brooklands, Unicorn Street, Bloxham, Tree works

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**Resolved** that, it be noted and approved that objections had 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 had 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:

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|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/01133/F &<br>25/01134/LB | Campbell Cottage, Workhouse Lane, Bloxham,<br>Internal and external alterations to the main house, including replacement windows, new bi-fold door to rear, new open porch, replacement of C20 staircase, removal of C20 internal walls, removal of pier and window to form larger kitchen & dining space, new ensuite bathroom, removal of existing C20 external archway and metal gate, and replacement with new timber gate, widening of the existing vehicular access and enlargement of the existing driveway, replacement of existing flat roof to garage and replacement with a traditional natural slate covered pitched roof, new garage door and over rendering of the C20 artificial stonework to the garden side/rear. |
| 25/01108/F                  | Bankside, High Street, Bloxham<br>RETROSPECTIVE - Outbuilding in the rear garden to serve as a garden office and occasional spare bedroom/guest annexe.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

- 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 (BNDP) – The Parish Council received an update on the progress with updating the Plan.

The Chairman reported that he had forwarded to Councillors, the draft BNDP for them to review by the end of the week and he already had a number of suggested changes to the draft.

There were many areas where the Chairman felt amendments were required and these would be included with other comments from Parish Councillors.

There was still some confusion with regard to whether planning applications which had been approved but not yet built, counted towards housing numbers in Cherwell District Council's current Local Plan or the new draft Local Plan 2040, which Cherwell District Council would be submitting to the Planning Inspector in the coming weeks.

**Resolved** that Councillors to review the draft BNDP and provide their feedback to the Chairman by Friday 6 June 2025. **Action ALL**

- iv) William Davis Homes, Planning Application 24/02541/OUT- Land South of 3 - 5 Hartshill Close, Bloxham – The Parish Council discussed the decision by Cherwell District Council's Planning Committee on 15 May 2025 to approve outline planning application 24/02541/OUT, (with all matters reserved except for primary means of vehicular access from the A361) for the residential development of up to 130 dwellings, alongside associated access, green and blue infrastructure (including public open space, a play area, and drainage), required ground remodeling and supporting infrastructure.

**Resolved** that:

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- 1) a meeting be held with the Chairman of Cherwell District Council's Planning Committee Barry Wood and District Councillor David Hingley to discuss how the Planning Committee operated and how the Councillors voted at the meeting; and
- 2) a meeting be held with David Peckford regarding how the application was dealt with by the Planning Officers.

### **Action DB/TG**

- v) 25/01009/OUT – Ainscough Strategic Land, Land East of Barford Road, Bloxham – The Parish Council discussed an outline application for the demolition of existing building and development of up to 120 dwellings (Use Class C3) alongside open space, sustainable drainage and ancillary infrastructure. All Matters Reserved except for primary means of vehicular access from Barford Road.

**Resolved** that the Parish Council objects to application 25/01009/OUT and a draft response be circulated to the Parish Council for approval and submission to Cherwell District Council. **Action DB/TG**

- vi) Gladman Developments Ltd, Planning Application 23/01265/OUT, Appeal References APP/C3105/W/25/3363572 & APP/C3105/W/23/3329533 – The Parish Council discussed the two appeals for an outline planning application for the erection of up to 60 dwellings with public open space, landscaping, sustainable drainage system (SuDS) and vehicular access point. All Matters Reserved except for means of access - re-submission of 23/01265/OUT.

**Resolved** that the report be noted.

### **29/25 Parish Council Matters**

- i) Drop-In and Chat – Councillor Alex Harrison and Neil Hegarty reported that there were no residents in attendance at the last session.

Following a discussion, it was agreed that the session in July 2025, would be specifically focusing on planning and the draft Bloxham Neighbourhood Development Plan.

**Resolved** that the report be noted.

- ii) Parish Council Email Accounts – The Clerk advised the Parish Council that its email addresses for the Clerk and Councillors, should end with @bloxhamparishcouncil.gov.uk domain name.

**Resolved** that the quote for £260, plus VAT, from Parish Online be accepted for new email account ending '@bloxhamparishcouncil.gov.uk'. **Action TG**

### **30/25 Finance**

- i) Financial Matters – Prior to the meeting, a number of financial documents were circulated to the Parish Council.

**Resolved** that:

- 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 2 June 2025 for the bank accounts at Unity Trust Bank be noted; and
  - 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 31 May 2025 and the Unity Trust bank statements for May 2025.
- ii) Budget Monitoring 2025/2026 – Prior to the meeting, the Parish Council received budget monitoring report for 2025/2026.

**Resolved** that the report be noted.

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- iii) 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.

- iv) Effectiveness of the Internal Audit 2024/2025 – The Parish Council reviewed the effectiveness of the Internal Audit for 2024/2025.

**Resolved** that the Effectiveness of the Internal Audit 2024/2025 be noted and approved.

**31/25 Correspondence** – There was no further correspondence.

**32/25 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 33/25, 34/25 & 35/25 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**33/25 Right of Access** – The Parish Council discussed its agreement with Bloxham School regarding the right of access across Jubilee Park to Dewey Sports Centre.

**Resolved** that the report be noted.

**34/25 Quote for Lights at St Mary's Church** – Councillor Nick Rayner reported that he would be speaking to a contractor regarding a quote for the floodlighting at St Mary's Church.

**Resolved** that the report be noted.

**35/25 Disused Railway Line Land Adjacent to The Slade** – The Parish Council discussed whether it wished to incorporate a section of the disused railway line land, into The Slade, following an offer from a local landowner.

**Resolved** that the matter not be progressed at the current time. **Action DB**

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

**36/25 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 for Bloxham Parish Council are as stated below.

- Monday 7 July 2025
- Monday 4 August 2025
- Monday 1 September 2025
- Monday 6 October 2025
- Monday 3 November 2025
- Monday 1 December 2025

**37/25 Items for Future Agendas/Items of Information**

- Traffic Calming Working Group – 7pm 30 June 2025 book with Jubilee Hall
- Wildlife Corridors
- Staffing Committee

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- Tree Survey, Priority 1 tree work

(The meeting ended at 9.00pm)

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Chairman – 7 July 2025