

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 3 AUGUST 2026 AT 7.00PM

PRESENT: Chairman, Councillor Alex Harrison; Councillors Joanna Barton, Amanda Baxter, David Bunn, Neil Hegarty, Richard Morley, David Morris and Nick Rayner.

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

45/26 Apologies – Parish Councillor Mike Fenner submitted his apologies because he was unwell.

Resolved that the apologies from Councillor Mike Fenner be accepted and the absence authorised.

46/26 Declarations of Interest – There were no declarations of interest.

47/26 Minutes – Prior to the meeting, the minutes of the meeting held on 6 July 2026 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 6 July 2026 be approved and signed by the Chairman as a correct record.

48/26 Matters Arising – There were no matters arising.

49/26 Chairman's Announcements

- First Aid Course – The first session was held on 15 July 2026 and 15 residents had been in attendance. More sessions would be held later in the year.
- Defibrillator Cabinet – The lock on the cabinet on Courtington Lane was not working properly. The Parish Council agreed to meet the cost of the repair/replacement. **Action AH**
- Bill Richardson Memorial Bench – The Royal British Legion had collected the donations and now had the funds for the new bench, which would be located on the corner of Gascoigne Way. The Parish Council had previously agreed to fund the cost of the plinth. **Action AH**
- Footpath behind Winters Way – A resident had recently tripped and fell on the footpath behind Winters Way. The uneven footpath would be reported to Fix My Street. **Action AH/TG**

50/26 Open Forum – A resident reported that significant misinformation regarding the Neighbourhood Plan had been circulated on the village Facebook page. The misinformation suggested that, should the Referendum result in a vote against the Draft Modified Bloxham Neighbourhood Plan, no development would take place on Courtington Lane. The Chairman advised that this assertion was incorrect. However, during the pre-election period, the Parish Council was permitted to publish only factual information relating to the Plan. It was therefore agreed that the Parish Council would issue a factual statement, presented in a 'Frequently Asked Questions' format, to address and correct any inaccuracies.

A resident expressed thanks to the Parish Council for submitting an objection to the planning application on The Ridgeway and also thanked District Councillor Rob Pattenden for his support.

The Parish Council recorded its thanks to District Councillors David Hingley and Rob Pattenden for their contributions at the Planning Committee meeting, where both spoke in objection to the planning application concerning land adjacent to Bloxham Recreation Ground.

A resident who had previously requested the installation of a new streetlight at Courtington Lane/The Pound asked whether a solar-powered unit could be considered. The Clerk confirmed that Oxfordshire County Council would be contacted for further advice. **Action TG**

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Councillor David Bunn reported that following the removal of an old goalpost at Jubilee Park, a piece of metal remained protruding from the ground. It was agreed that Paul Lester and/or Alan Bower would be approached to complete the necessary work to either grind down or remove the remaining metal. **Action AH/TG**

Councillor Nick Rayner reported that a substantial amount of straw had accumulated in the village gutters, posing a risk of drain blockages. This was attributed to tractors transporting straw bales through the village, with loose material falling from the trailers. It was agreed that Cherwell District Council would be asked to undertake road sweeping and Oxfordshire County Council would be requested to clear the blocked drains. **Action TG**

Councillor Rayner further noted that combine harvesters and tractors were travelling at excessive speed through the village, resulting in straw being dispersed across the roads.

Councillor Neil Hegarty reported that several drains previously logged on Fix My Street remained blocked.

(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)

51/26 Reports from County and District Councillors – In respect of the Modified Bloxham Neighbourhood Plan, County/District Councillor David Hingley reported that where a Neighbourhood Plan (NP) was in place, the “tilted balance” in favour of development ceased to apply. An adopted NP therefore provided a significant degree of protection against speculative development. Conversely, if the NP did not pass at Referendum, that protection would not exist. Councillor Hingley noted that the Planning Committee had been able to rely on the Modified Bloxham Neighbourhood Plan when refusing the application adjacent to the Recreation Ground.

Councillor Hingley also provided an update on the reorganisation of local government. He advised that current working arrangements would remain in place until 1 April 2028. Elections would take place in 2027, after which a shadow authority would operate alongside existing structures until April 2028. This approach was intended to support a smooth transition and minimise disruption to day-to-day services. Further information was available on Cherwell District Council's website.

Councillor Hingley was thanked for his report.

Resolved that the report be noted.

52/26 Environment/Village Matters

- i) Flooding – Councillor Neil Hegarty reported that the planned works on Courtington Lane/Workhouse Lane, would not proceed as originally intended, following a meeting with officers from the County and District Council. Although alternative pipe sizes could potentially be used, the presence of underground services presented a significant constraint. Alternative solutions were now being explored and Tony Brummell from Cherwell District Council was preparing notes of the meeting for circulation.

A resident asked when Cherwell District Council (CDC) had established that underground services were obstructing the proposed works. The Parish Council reiterated that its preference was to undertake trial holes to determine what size drainage line could be installed, rather than revisiting when the services were first identified. Councillor David Hingley agreed to contact CDC to seek clarification. **Action DH**

Councillor Hegarty also provided an update on work at The Slade with Thames21 regarding the installation of leaky dams. He referenced the tree condition report and confirmed that funding from Oxfordshire County Council was awaited. Dates for commencement of the project were also pending. The leaky dams would help retain water within The Slade during periods of heavy rainfall. He noted that Thames Water was not a statutory consultee for such works, although the Environment Agency was.

Councillor Hegarty further reported on a recent visit to the Thames Water Sewage Treatment Works in Bloxham. He advised that it had been an informative tour, but highlighted that the site was one of the worst performing in North Oxfordshire in terms of discharge into the watercourse.

Resolved that the report be noted.

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- ii) Traffic Calming Working Group – Prior to the meeting, Councillor Richard Morley had circulated the minutes of the meeting held on 20 July 2026. The minutes were available on the Parish Council's website.

Resolved that the report be noted and Thames Valley Police be asked to monitor the roads in Bloxham to address issues of speeding. **Action RM/TG**

- iii) Health and Wellbeing Working Group – The Chairman reported that the next meeting was scheduled to be held on 7 August 2026. Advice and support were being sourced from Community First Oxfordshire.

Resolved that the report be noted.

- iv) St Mary's Parish Rooms – The Parish Council discussed access to St Mary's Parish Rooms and noted that the area immediately outside the building had become untidy.

It was agreed that an email would be sent to the Revd. Dale Gingrich requesting that the external area be cleared of rubbish and tidied. The Council also proposed enquiring whether Biodiversity Bloxham might be able to assist with maintaining the planters.

Resolved that an email be issued to the Revd. Dale Gingrich asking for the area outside the Parish Room to be tidied and seeking confirmation as to whether Biodiversity Bloxham could undertake the maintenance of the planters. **Action TG**

53/26

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 objections have been made by the Parish Council in respect of the following planning applications/works to trees:

25/03084/F Milton Road Sports and Community Building, Milton Road, Adderbury
Variation of condition 2 (plans) of 21/00104/F - reduction in size of proposed building

26/01512/DISC The Woodlands, Workhouse Lane, Bloxham
Discharge of Condition 3 (window details) of 25/00867/LB

26/01578/F 15 Brickle Lane, Bloxham
Single storey rear extension

Resolved that, it be noted and approved that objections have been made by the Parish Council in respect of the following planning application: 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:

26/01551/F Colgrae, Chapel Street, Bloxham
Two storey side and single storey rear extensions

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

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Following the refusal of planning application 25/02895/OUT for 95 dwellings on land adjacent to the David Tyrrell Recreation Ground, Bloxham, the Parish Council recorded its thanks to District Councillors David Hingley and Rob Pattenden for supporting the Council's objections. The principal reason for refusal was the advanced stage of the Modified Bloxham Neighbourhood Plan.

The Council also expressed its appreciation to Neil Homer of ONH Ltd., who represented the Parish Council and addressed the Planning Committee on its behalf. Councillor David Bunn was thanked for his extensive work in collating the necessary objections, which enabled Neil Homer and Councillors Hingley and Pattenden to present a comprehensive case to the Committee.

Resolved that the report be noted and that a public statement be issued regarding the refusal of this planning application and the refusal of the application relating to The Ridgeway. **Action TG**

- iii) Bloxham Neighbourhood Development Plan – The Chairman reported that the Referendum on the Modified Bloxham Neighbourhood Plan was being held on 27 August 2026. Further information was available on the Parish Council's website.

Resolved that the report be noted.

54/26 Parish Council Matters

- i) Vacancies – There had not been any applications for co-option onto the Parish Council.

Resolved that the vacancies continue to be advertised. **Action TG**

- ii) Drop-In and Chat – Councillor Richard Morley reported that three residents had attended the last session.

The next session was being held on 8 August 2026.

Resolved that the report be noted.

- iii) Document Management – The Parish Council discussed the management and storage of Parish Council documents. Members considered the various platforms available and the types of documents which could be stored to ensure appropriate access for all Councillors.

Resolved that Councillor David Bunn continue to investigate suitable document management platforms and report back to the Parish Council in due course. **Action DB**

- iv) Dispute Resolution Process – The Parish Council discussed adopting an updated version of the Dispute Resolution Process produced by the National Association of Local Councils.

Resolved that the Dispute Resolution Process be approved.

55/26 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents had been 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 6 July 2026 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, will sign the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 31 July 2026 and the Unity Trust bank and CCLA statements for July 2026.

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- ii) Budget Monitoring 2026/2027 – Prior to the meeting, the Parish Council received budget monitoring report for 2026/2027.

Resolved that the report be noted.

- iii) General, Ring-Fenced and Ear-Marked Reserves 2026/2027 – The Parish Council considered its reserves for 2026/2027.

Resolved that the report be noted.

- iv) External Auditor's Report 2025/2026 – The Parish Council considered the External Auditor's Report for 2025/2026.

Resolved that the External Auditor's Report 2025/2026 be noted and approved.

- v) Conclusion of Audit 2025/2026 – The Clerk reported that now the External Auditor's report for 2025/2026 had been received and approved by the Parish Council, the audit for 2025/2026 had concluded.

Resolved that the conclusion of the Audit for 2025/2026 be noted and the Notice be published accordingly.
Action TG

56/26 Correspondence – There was no further correspondence.

57/26 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 58/26 & 59/26 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

58/26 Christmas Lights 2026 – The Parish Council considered a quote from Field and Lawn for the village Christmas Lights 2026.

Resolved that:

- 1) the quote be noted;
- 2) a meeting be arranged with Field and Lawn to discuss the Christmas lights with a view to increasing them, subject to cost; and
- 3) the County Council be contacted to arrange for the sockets on the streetlights, used for powering the Christmas light, be checked to ensure they are in working order. **Action TG**

59/26 Staffing Matters – The Parish Council discussed additional hours for the Clerk to complete the necessary work for the Local Council Award Scheme, Bronze Award.

Resolved that eight additional hours to complete the Local Council Award Scheme, Bronze Award, be approved.
Action TG.

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

60/26 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.

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- Monday 7 September 2026
- Monday 5 October 2026
- Monday 2 November 2026
- Monday 7 December 2026

61/26 Items for Future Agendas/Items of Information

- St Mary's Church Clock
- 20mph speed restrictions review
- Document management platforms

(The meeting ended at 8.40pm)

Chairman – 7 September 2026

DRAFT