

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 4 SEPTEMBER 2023 AT 7.00PM

PRESENT: Chairman, Councillor David Bunn; Councillors Russell Avens, Joanna Barton, Stuart Begg and Steve Craggs.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell and six members of the public.

63/23 Apologies – Parish Councillor Mike Fenner submitted his apologies because he was on holiday.

Apologies were also received from County Councillor Kieron Mallon and District Councillors David Hingley and Rob Pattenden.

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

64/23 Declarations of Interest – There were no declarations of interest.

65/23 Minutes – Prior to the meeting, the minutes of the meeting held on 3 July 2023 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 3 July 2023 be approved and signed by the Chairman.

66/23 Matters Arising

Minute Number 42/23, Open Forum – The Clerk confirmed that letters had been sent to the High Street shops regarding the untidiness on the frontage and it was agreed that further letters would be sent if the situation did not improve.

67/23 Chairman's Announcements

- Soot on The Ridgeway – This matter had been reported to Cherwell District Council, but they had only undertaken some basic investigations and it had now been referred to the District Councillors to ensure this matter was progressed in more detail. The Chairman expressed his disappointment at the lack of a proper response from Cherwell District Council and it was still not clear whether or not the soot was hazardous. The Chairman would continue to follow up on this matter.
- Hedge at The Cottage on Cumberford Hill – There had been no response from the owner following requests for the hedge to be cut back because it was overhanging the footpath. Therefore, the County Council had issued a formal notice and the owners had two weeks from 14 August 2023 to comply, but no work had been undertaken. It was agreed that if the County Council did not undertake the work, the Parish Council would arrange it and send the invoice to the owner of the property.
- Gigaclear Works on Parish Council Land in Gascoigne Way – The land had been reinstated by Gigaclear, but the standard did not appear to be very high. Councillor Steve Craggs would circulate some photographs to Councillors and then the matter would be referred to the County Council, if necessary. **Action SC**
- Update on the Parish Council's informal consultation regarding white and yellow lining on Courtington Lane and Stone Hill – The consultation with residents had now closed and the results would be discussed at the meeting on 2 October 2023.
- Planters on the A361 – These had now been located back on the A361 by Warriner School on both sides of the road and had been planted by the contractors.
- Planning Permission on Amenity Land – The Parish Council was still awaiting an answer from Cherwell District Council on this matter and District Councillor Rob Pattenden had agreed to follow it up on behalf of the Parish Council. **Action RP**

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- InPost Parcel Locker at the Co-op– A retrospective planning application had now been submitted to Cherwell District Council and would be considered later in the meeting.
- Painters Close – Reinstatement works to address the damage caused by the Amazon van would be completed on 8 September 2023.
- Portable SID – The SID had been returned to Westcotec because the battery was faulty. It would be located outside the Church again in due course.
- Jubilee Park Management Committee – Stephen Phipps had stepped down as Caretaker and Secretary of the Committee.
- Gladmans Planning Application – The application had been refused, but the Chairman felt that the application had been handled very badly by the planning officers at the Cherwell District Council Planning Committee. The decision had not yet been appealed by the developer.
- Bus Shelter on A361 (opposite Warriner School) – Thames Water had been contacted by the County Council to reinstate the disabled access into the shelter. In addition, the broken window needed to be replaced too.

68/23 Open Forum – The residents addressed the Parish Council about the proposed yellow & white lining on Courtington Lane and Stone Hill. The Chairman provided information on the background to the proposal and advised that residents had been informally consulted, with a deadline of 31 August 2023. Once the results had been analysed, they would be discussed at a Parish Council meeting. If these proposals were submitted to the County Council to progress, they would undertake their own formal consultation.

It was recognised that parking could be displaced from Courtington Lane and Stone Hill onto the A361 and it was confirmed this would be considered by the Traffic Calming Working Party, as well as the impact on air quality.

(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)

69/23 Reports from County and District Councillors – Prior to the meeting, District Councillor David Hingley had circulated a report to the Parish Council.

District Councillor Adam Nell provided the Parish Council with an update on the progress with the Local Plan which would be available for consultation in the coming weeks. Cherwell District Council's Tenants Charter was also about to be published.

Councillor Nell was thanked for his report.

70/23 Environment/Village Matters

- i) Proposed 20mph Speed Restrictions – The Chairman reported that the Parish Council's survey had been circulated in the village and the deadline had been 14 July 2023. The rate of response had been low and the results gave no clear direction or indication on whether or not to proceed with the restrictions.

A summary of the discussion covered the following key points:

1. Survey data was taken from online responses and collated from paper responses.
2. Turn out of the survey was low with 186 participants.
3. The survey was designed to gauge the views of the village.
4. The data showed an overall support for 20mph in all of, or parts of, the village.
5. Individual roads discussed included:
 - a. Tadmarton Road – a clear majority supporting 20mph
 - b. Milton Road & Barford Road – a narrow majority of support – and subject to some discussion by Councillors
 - c. A361 more complicated, but a general consensus was formed that there was no need for 20mph for the whole length of the A361. A temporary 20mph limit was proposed for the school, at school

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drop-off and collection times. A reduction to 20mph was agreed at the bend by the school and ending by the Recreation Ground).

6. In addition, there was a clear majority of support for reducing the speed limit to 30mph on Bloxham Grove Road and Ells Lane.
7. There was a discussion which covered the simplicity of implementation and consistency across the village.

Resolved that the Parish Council supports the 20mph proposals for the residential areas as suggested by Oxfordshire County Council and makes the following amendments/comments on the main roads into the village:

1. on the A361, the 20mph zone should start just prior to the junction with Courtington Lane and continue until the entrance gate at Bloxham Recreation Ground;
 2. on the A361, from the junction with Courtington Lane to Warriner School, this stays as a 30mph zone, but the 20mph speed restrictions are applied at school drop-off and collection times, and there are flashing warning signs to this effect in both directions;
 3. on Milton Road, the 20mph restrictions are applied from Dickenson Road to the junction of Barford Road;
 4. on Barford Road, the 20mph restrictions are applied from Maule Close to the mini roundabout on the A361;
 5. on Tadmerton Road, the 20mph restrictions are applied until after the Primary School and Faulkner Close;
 6. in addition to the above, the Parish Council supports the current 30mph VAS' being replaced by 20mph VAS' at all locations and it would like to retain the 30mph VAS' so they can be repurposed in the village;
 7. the Parish Council would like to be consulted on the locations of the new 20mph signs before they are erected in the village because it does not support all of the suggested locations on the plan supplied by OCC;
 8. extend the 30mph on Ells Lane from its current location at the junction with A361, to start before Wyatts Nursery and Tea Room. This is because of the use of Ells Lane for pick up and drop off at Warriner School and also pedestrians walking to the Nursery;
 9. regarding the 20mph VAS locations, could OCC provide the proposed locations when the officers provide details of the locations of the normal 20mph signs; and
 10. is it possible to consider funding an ANPR speed camera as part of the villages' overall traffic calming initiative? Possibly being located on the A361 coming from the Chipping Norton direction where the PC's current 30mph VAS is located by Bloxham Rec? This stretch of road is shown to be the worst for speeding as recorded on the VAS.
- ii) Boundary Fence between Dewey Hall and Jubilee Hall – The Parish Council discussed repairing the boundary fence and a quote had been obtained for the work. The costs would be split with Bloxham School.

Resolved that the quote from Alan Bower be accepted and option 2 be progressed. **Action TG**

- iii) Burial Ground – The Parish Council received an update on a proposed new burial ground for Bloxham. The Working Group had recently met with the consultants, The CDS Group and the sites which had been identified as having the potential for a burial ground, could not be progressed because the landowners did not wish to sell their land for this purpose. Therefore, it was felt that the project could not be progressed any further at this time and would be paused for at least 12 months.

Resolved that the project to identify a new burial ground in Bloxham be paused for at least 12 months and then a review be undertaken.

- iv) Play Area Inspection – The Parish Council considered the annual play area inspections at Bloxham Recreation Ground and Jubilee Park.

Resolved that the reports be noted and the recommendations be actioned. **Action TG/DB**

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- v) Parking in King Street – The Parish Council discussed the issue of vehicles being parked on the verges in King Street and a request for wooden bollards.

Resolved that the issue be reported to the Thames Valley Police PCSO and the resident be advised to report the issue to the Civil Parking Enforcement Officers. **Action TG**

71/23 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 had been made by the Parish Council in respect of the following planning applications/works to trees:

23/01557/TCA 3 Merrivales Lane, Bloxham
T1 x Acacia - Targeted 2 metre reduction of the mid-upper canopy, ensuring to retain the tree's natural shape and form but with the aim of reducing the sail area and weight-induced stress over compromised areas of the tree's canopy

23/01689/TCA Hornton Barn, Painters Close, Bloxham
Tree works

23/01652/F Lilyway, Banbury Road, Bloxham
Single storey rear extension to form kitchen, diner & snug. First floor to be extended to enlarge bedroom and create dressing area and en-suite. Ground floor element differs from the previously approved application (Re-submission due to comments from Enforcement - 23/00017/ENF)

23/01676/F Springtime, Queen Street, Bloxham
Single storey rear parapet flat roof extension

23/01846/F Lydstep, 1 Old Bridge Road, Bloxham
Internal alterations and extension to provide new entrance hall, snug/TV room with bedroom 3 over and renovation of external walls.

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:

23/01358/LB & Grey Roofs, Kings Road, Bloxham
23/01359/F Conversion of attic space to form habitable accommodation including insertion of stud walls and rooflights

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

23/01744/F & Grey Roofs, Kings Road, Bloxham
23/01745/LB Creation of new openings, alterations to existing openings and minor internal alterations

23/01873/F Bloxham Plant Nursery & Tea Room, Ells Lane, Bloxham,
Erection of 14m x 10m agricultural polytunnel

23/02069/F Tanglewood, Queen Street, Bloxham
Replacement porch, new car port and conversion of existing garage to habitable space

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- 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 discussed updating the BNDP, including submitting an application for grant funding.

Resolved that residents who helped to produce the original BNDP, be invited to assist with the update of the Bloxham Neighbourhood Development Plan. **Action TG/SC**

- iv) Developers Consultation – The Parish Council discussed whether it should accept invitations from Taylor Wimpey and Mr Bertie Facon to meet with them and hear details of their respective proposed developments in the village.

Resolved that the invitations be refused and potential developers be advised to review the Parish Council's and Cherwell District Council's objections to other recent planning applications in the village, before they submit further applications to Cherwell District Council. **Action TG**

- v) 23/02197/F – The Parish Council discussed a retrospective planning application from Co-op Food, Co-op, High Street, Bloxham for siting of an InPost Parcel Locker.

Resolved that the Parish Council objects to application 23/02197/F on the ground that it is contrary to policies BL10 & BL11 in the Bloxham Neighbourhood Development Plan.

If the Local Planning authority is minded to approve the application, then the Parish Council requests that the cycle racks are re-instated and the trollies used by the Co-op, are located at the rear of the building, not at the front.

Action TG

72/23 Parish Council Matters

- i) Vacancies – The Clerk reported that there was one application for co-option onto the Parish Council.

Resolved that David Morris be co-opted onto the Parish Council. **Action TG**

- ii) Drop-In and Chat – The Chairman reported that no residents attended the session in August 2023.

Resolved that the report be noted.

- iii) Portable Speed Indication Device – The Parish Council discussed a quote for the purchase of two additional brackets for the portable SID.

Resolved that the quote be accepted.

73/23 Finance

- i) Accounts for Payment/Uncashed Payments and Income - The Clerk submitted to the Parish Council, the accounts for payment, uncashed payments and the income since that last meeting.

Resolved that the income since the last meeting and the accounts for payment be approved, as detailed in appendix 1 to the minutes.

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 4 September 2023.

Resolved that the bank reconciliation as at 4 September 2023 be noted.

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- iii) Budget Monitoring & Ring Fence Funds – Prior to the meeting, the Parish Council had received reports on budget monitoring and ring-fenced funds 2023/2024.

Resolved that the report be noted.

74/23 Correspondence – There was no further correspondence. S106 funds write to Geoff.

75/23 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 2 October 2023
- Monday 6 November 2023
- Monday 4 December 2023

76/23 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Investing Parish Council Funds
- Maintenance to Round Bench on The Green

(The meeting ended at 9.20pm)

Chairman – 2 October 2023