

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 5 JANUARY 2026 AT 7.00PM

PRESENT: Chairman, Councillor Alex Harrison; Councillors Joanna Barton, Mike Fenner, Stuart Hodge, Richard Morley, David Morris, Laura Noakes and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Rob Pattenden and four members of the public.

138/25 Apologies – Parish Councillor Amanda Baxter submitted her apologies because she had another appointment.

Parish Councillor Neil Hegarty submitted his apologies because he was unwell.

Resolved that the apologies from Parish Councillors Amenda Baxter and Neil Hegarty be accepted and the absences authorised.

139/25 Declarations of Interest – There were no declarations of interest.

140/25 Minutes – Prior to the meeting, the minutes of the meeting held on 1 December 2025 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 1 December 2025 be approved and signed by the Chairman as a correct record.

141/25 Matters Arising

Minute Number 130/25 – Parish Council Matters, Meeting with Sean Woodcock – The Clerk advised that she had chased Sean Woodcock MP regarding the progress with the actions agreed at the meeting on 7 November 2025, but had not yet received a response.

Minute Number 124/25 - Chairman's Announcements – Cherwell District Council had been contacted and there were Section 106 funds available from a development in Milcombe which could be used for this project. The Clerk would obtain further information on the process for applying for the funds and advising Milcombe Parish Council.

Action TG

142/25 Chairman's Announcements

- ONH Seminar – Neil Homer from ONH was holding a free seminar regarding the changes to the National Planning Policy Framework (NPPF) on Zoom on Tuesday 20 January 2026 from 1230pm to 130pm. The Clerk and Councillor Nick Rayner would attend. **Action TG/NR**
- Cable on Courtington Lane – A resident had reported to the County Council's Fix My Street web site a cable was dangling from a pole on Courtington Lane, opposite Little Bridge Road and causing a trip hazard.
- 'No Parking Signs' – The sign located at the end of The Avenue had disappeared. Councillors were concerned that if the sign was replaced it would be removed again. However, Councillor Nick Rayner agreed to contact Steve Craggs to establish whether he had any spare signs from his time as a Councillor. **Action NR**
- Memorial Bench – The family of Bill Richardson had chosen a memorial bench for £560.00 plus VAT. It would be located on the grass verge, on the corner of Barford Road and Gascoigne Way, subject to permission from the County Council. The Chairman would pass the details of the bench to the Clerk. **Action AH/TG**

143/25 Open Forum – A resident asked whether Sean Woodcock MP had responded to the actions which had been agreed at the meeting with the Parish Council on 7 November 2025. The Clerk confirmed that a response had not yet been received and she would be chasing this up. **Action TG**

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A resident also suggested some wording for the plaque which would be attached to the tree being planted in recognition of ex-Councillor David Bunn's work on the Parish Council. The Parish Council agreed to the suggested wording.

The resident also reported that Ells Lane was regularly gridlocked, due to traffic from the secondary school and the SEND school and the entrance to Wyatts Nursery was blocked to customers arriving and leaving the site. Councillor Richard Morley reported that double yellow lining would be painted on Ells Lane from the new development up to the field before Wyatts Nursery.

The PCSO from Thames Valley Police would also be requested to monitor the area and information on the County Council's Civil Parking Enforcement Team would be sent to the resident. **Action TG**

The Parish Council thanked John Wyatt for the village Christmas tree which he had provided again this year.

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)

144/25 Reports from County and District Councillors – District Councillor Rob Pattenden reported that Cherwell District Council's consultation on the budget for 2026/2027 had now closed and they had received the biggest response they had ever had to a budget consultation. The majority of concerns were regarding the proposed withdrawal of funding from Banbury Museum and the changes to wheelie bin collections.

Councillor Pattenden advised that these proposals had been difficult to produce, but the Council had to consider all options due to the Government cutting the District Council's funding from the business rates. However, since the consultation had been published, the Government had reconsidered the cut in funding and it might not be as severe as first proposed. The implications of this were currently being considered by the District Council.

Councillor Pattenden also advised that funding for Banbury Museum was a discretionary payment from Cherwell District Council and its officers and Councillors had been working closely with the Museum to help it to raise its own funds for the building.

On behalf of County Councillor David Hingley, Councillor Pattenden reported that Councillor Hingley was continuing to try and arrange a meeting with highways officers to discuss the issues around the Primary School.

Councillor Pattenden also reminded the meeting that if residents wished to use the recycling centres, then a slot now had to be booked in advance. On arrival, ID was required to verify that the driver was a resident of Oxfordshire.

Councillor Pattenden was thanked for attending the meeting.

Resolved that the reports be noted.

145/25 Environment/Village Matters

i) Flooding – In the absence of Councillor Neil Hegarty, there was no update on the work of the Flooding Working Group.

Councillor Stuart Hodge highlighted that as a new Councillor, he was very impressed with the work which had been undertaken to address the flooding issues and there had been a very positive impact on the residents in the village.

Resolved that the report be noted.

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ii) Traffic Calming Working Group – Councillor Richard Morley reported that the Community Speed Watch Team had been monitoring traffic before Christmas and three more sessions had been scheduled in for January 2026.

The next meeting of the Working Group was being held on Monday 12 January 2026 at 7pm. The Clerk would book the room at Jubilee Hall and also invite the village PCSO to attend to discuss the traffic issues in the village, particularly in Ells Lane.

Resolved that the report be noted.

iii) David Tyrrell Recreation Ground – The Parish Council discussed how it could continue to support the Trustees at the Recreation Ground to secure its future. The Clerk suggested that three Councillors and herself could attend the next meeting of the Trustees, along with the volunteers from the community who had come forward before Christmas, to discuss this further.

Resolved that the Clerk, Chairman and Councillors Joanna Barton and Nick Rayner attend a meeting of the David Tyrrell Recreation Ground Trustees. **Action TG**

146/25 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:

25/02551/F Bloxham Bowling Club, The Ridgeway, Bloxham
Renewal of roof coverings to main clubhouse and changing rooms

25/03004/TCA The Old Manor, Little Bridge Road, Bloxham
Tree works

25/03074/F 1 Cherrys Close, Bloxham
Single storey front and rear extensions

25/03099/F 19 Milton Road, Bloxham
Double storey side extension to west, part single/double storey extension to rear, single storey extension to east, render to property, alterations to roof and demolition of existing outbuilding

25/03257/TCA Sunnyside, High Street, Bloxham
Tree works

25/03270/TCA Rectory Farm, Church Street, Bloxham
Tree works

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

25/02895/OUT Land Adjoining and West of Bloxham Recreation Ground, South Newington Road, Bloxham
Outline application with All Matters Reserved except for access, for up to 95 dwellings (Use Class C3) with associated works

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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: None

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 had started on Monday 8 December 2025 and would end on Sunday 1 February 2026.

In addition to publishing online, Cherwell District Council had placed a formal public notice in the Banbury Guardian and deposited the core documents in the following locations:

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

Public notices had also been displayed on the Parish Council noticeboards.

Resolved that the report be noted.

iv) Ells Lane Planning Application – Following the meeting with Deeley Homes prior to the last meeting of the Parish Council, comments had been submitted to Cherwell District Council and Deeley Homes, objecting to the revised proposals from CDC's Urban Design Officer.

Resolved that the report be noted.

v) 25/01009/OUT - Land East of Barford Road Bloxham – District Councillor Rob Pattenden reported that this application was likely to be considered by Cherwell District Council's Planning Committee in February 2026.

It had also been brought to the attention of Cherwell District Council's planning officers, that paragraph 50 of the National Planning Policy Framework (NPPF) which dealt with planning applications being approved when a Neighbourhood Plan was being progressed, should be taken into account when CDC was considering this application.

It was hoped that the planning officers and Planning Committee understood the implications of not taking this into consideration when application 25/01009/OUT was considered.

Resolved that the report be noted.

147/25 Parish Council Matters

i) Vacancies – The Clerk reported that there had not been any applications for co-option onto the Parish Council.

Resolved that the report be noted

ii) Parish Council Elections – The Clerk reported that Parish Council elections were being held on Thursday 7 May 2026.

Resolved that the date of the Parish Council elections be noted.

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iii) Drop-In and Chat – Councillors Richard Morley and Nick Rayner reported on the issues which had been raised at the last session and that the next session was being held on Saturday 10 January 2026.

Resolved that the report be noted.

iv) IT Policy – The Parish Council considered adopting a new IT Policy.

Resolved that the IT policy be deferred to the next meeting of the Parish Council. **Action TG**

v) Parish Council Web Site – The Clerk reported that work was being undertaken on the Parish Council web site to ensure that it met the new accessibility standards.

Resolved that the report be noted and the cost of £120.00 be approved.

148/25 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 5 January 2026 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 31 December 2025 and the Unity Trust bank statements for December 2025 and
- 4) Councillor Amanda Baxter be added as a signatory to the Parish Council bank accounts. **Action TG/AB**

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.

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) Parish Council Grants and Community Donations Policy – The Parish Council considered a policy for awarding grants and community donations.

Resolved that the Parish Council Grants and Community Donations Policy be deferred to the next meeting of the Parish Council. **Action NR/TG**

v) Internal Audit 2025/2026 – The Parish Council considered the interim internal audit report for 2025/2026.

Resolved that the interim internal audit report for 2025/2026 be deferred to the next meeting of the Parish Council. **Action TG**

vi) Pension Policy – The Parish Council reviewed the Parish Council's Pension Policy.

Resolved that the Pension Policy be deferred to the next meeting of the Parish Council. **Action TG**

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149/25 Correspondence – There was no further correspondence.

150/25 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 151/25 & 152/25 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

151/25 Quote for Lights at St Mary's Church – Councillor Nick Rayner reported that there was no update on this project, but he hoped to have information in readiness for the next meeting of the Parish Council.

Resolved that the report be noted.

152/25 Grass Cutting Contracts 2026/2027 – The Parish Council considered a quote for the grass cutting contract for 2026/2027 at the David Tyrrell Recreation Ground.

Resolved that quote from Green Scythe Ltd for the grass cutting at the David Tyrrell Recreation Ground be approved and the budget be set at £2500.00 for 2026/2027. **Action TG**

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

153/25 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 2 February 2026
- Monday 2 March 2026
- Wednesday 22 April 2026 (Annual Parish Meeting)

154/25 Items for Future Agendas/Items of Information

- Wildlife Corridors
- Purchase of devices to monitor pollution levels
- Parish Council social media platforms & communications

(The meeting ended at 8.40pm)

Chairman – 2 February 2026