

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 6 NOVEMBER 2023 AT 7.00PM

PRESENT: Chairman, Councillor David Bunn; Councillors Joanna Barton, Steve Craggs, Mike Fenner and David Morris.

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

91/23 Apologies – Parish Councillors Russell Avens and Stuart Begg submitted their apologies because they were at work.

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

Resolved that the apologies from Parish Councillors Russell Avens and Stuart Begg be authorised and the absences be approved.

92/23 Declarations of Interest – There were no declarations of interest.

93/23 Minutes – Prior to the meeting, the minutes of the meeting held on 2 October 2023 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 2 October 2023 be approved and signed by the Chairman.

94/23 Matters Arising – There were no matters arising.

95/23 Chairman's Announcements

- Christmas tree and Lights – The Christmas Tree was due to be delivered on 22 November 2023 and the lights would be erected on 26 November 2023.
- Remembrance Day Parade, 12 November 2023 – Chairman would be attending the Service and laying a wreath on behalf of the Parish Council. The sermon would be shortened this year and would be civic service. There would also be a short service on Saturday 11 November 2023 at 11am too.
- A361 Bus Shelter (Opposite Chipperfield Park Road) – The hard standing had been reinstated and it was now accessible for disabled people again.
- Soot on the Ridgeway – Cherwell District Council had contacted the landowner and they had confirmed the material was an organic fertiliser left by a previous tenant. Therefore, the matter would not be progressed any further. Cherwell District Council would not change its position and get the material tested.
- Cast Iron Mileage Post on A361 – The post had been removed and it was unclear where it now was. Dave Gibbard had kindly organised a replacement.
- PRoW on The Ridgeway – The Chairman reminded the Parish Council that residents had submitted an application for a new PRoW on The Ridgeway. From the correspondence which had been received, it appeared that the County Council would be refusing the application. The Clerk would contact the County Council and request an extension to the deadline so the matter could be discussed at the next meeting.
Action TG
- Meeting with the Feoffees – The Chairman, Councillor Joanna Barton and the Clerk would be meeting with the Feoffees on Monday 13 November 2023 at 630pm.
- Meeting with Bloxham School – The Chairman would be meeting with the Bursar and Tim Seton on 8 November 2023 to discuss various issues affecting the School and the village.

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- Burial Ground – The PCC had now allocated a previously unallocated area in the church yard for burials, therefore in the short term, this would allow extra time to find an alternative site.
- Blocked Gullies and Catchpits on A361 – The Chairman had counted 25 gullies on the A361 and 20 of them were blocked. They had been reported to the County Council via Fix My Street.
- Portable Speed Indication Device (SID) – The SID was still with the manufacturer, Westcotec, being repaired. They would test the battery before sending it back to the Parish Council and it was hoped it would be in place outside St Mary's Church very soon. The additional mounts would be ordered once the SID had been delivered.
- Traffic Calming – The Parish Council had outstanding traffic calming items such as remarking white lining, new yellow lines on Courtington Lane and a request for a crossing at the Primary School. The Parish Council had requested that the County Council completed these works as one 'works package' but that was not an option, then the work by the Primary School should be the priority..
- Developer Submissions – Local Plan 2040 consultation was also open to developers to make comments and the Parish Council's response would be submitted the following day.
- Planning Application - 22/03445/F - Formerly The Bungalow, Queen Street, Bloxham – This application was now being considered by an Inspector at an appeal and the Parish Council was unable to submit further comments.
- Co-op Inpost Parcel Boxes – The planning application submitted by the Co-op for Inpost parcel boxes had been refused by Cherwell District Council because it was located in the Conservation Area.
- Ells Lane Planning Application – The Patient Participation Group (PPG) had submitted comments on the Ells Lane application to be considered by the Planning Inspector.
- Crabtree Close to Wyatts – The Parish Council was still waiting for the County Council to complete the works to the edging of the road.

96/23 Open Forum – A resident addressed the Parish Council and asked when the 20mph speed restrictions would come into effect. The Parish Council was unaware of the exact date and would contact the County Council for an update. **Action TG**

A resident also highlighted the increase in HS2 traffic through the village and asked whether any measures could be put in place to reduce the volume or at least, control the times they were permitted to drive through the village. The County Council would be contacted about this matter. **Action TG**

The resident also highlight that the Bloxham School swimming pool no longer appeared to be open to the public. However, a condition of the original planning permission was that the swimming pool should be open for public use. The Chairman was meeting with Bloxham School on Wednesday 8 November 2023 and he would raise this with the Bursar and Estates Manager. **Action TG**

A resident raised a number of queries with regard to the 20mph speed restrictions which had been implemented by the County Council. The Clerk suggested that he should send the questions to her and she would then forward them onto the County Council for a response. **Action TG**

A resident reported that when the defib at the Ex-Servicemen's Hall was required recently, the Emergency Services call handler would not give out the code and the defibrillator could not be accessed. The Chairman would follow this up with South Central Ambulance Service as he believed the unit had been properly registered and should have been accessible. **Action DB**

(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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97/23 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mallon had circulated his report to the Parish Council.

Councillor Rob Pattenden reported that the Chief Executive, Yvonne Rees, was stepping down and Cherwell District Council was going through the recruitment process at the current time. The new Chief Executive would be announced by 18 December 2023.

Cherwell District Council staff would be vacating Bodicote House and it was probable, they would relocate to the old Debenhams building at the Castle Quay site in Banbury. Redevelopment of the Bodicote House site, had gone out to tender to potentially build residential properties. The building was partially listed and the preferred contractor would have to agree to keep the listed element of the building. Parking was an issue which needed more consideration before a decision was made.

Sanctuary Housing, the supplier of affordable housing, had provided Cherwell District Council an update on the Social Housing Act, which was new legislation following the Grenfell tragedy and the death of a child from living in a damp property.

There had been plans to remove the ticket office at Banbury Train Station, but that decision had been reversed.

The Ells Lane planning appeal by Deeley Homes, was being held on 6 December 2023 and Councillor David Hingley would be attending. With regard to air quality, Councillor Hingley would speak to officers about the dust levels and the testing tubes.

Councillor Adam Nell arrived late to the meeting and advised that Cherwell District Council had agreed that evening to move their offices to the top floor of Castle Quay and to sell Bodicote House.

The District Councillors were thanked for his report.

98/23 Environment/Village Matters

- i) Parking Restrictions on Courtington Lane – The Parish Council discussed the restriction times for the proposed single yellow line. The proposal was for weekdays from 8am to 6pm and would therefore be available for parking in the evenings and weekends.

Resolved that the Parish Council supports the restrictions times being 8am to 6pm, Monday to Friday.
Action TG

- ii) Grass Cutting Agreement – The Parish Council discussed the grass cutting agreement with the County Council.

Resolved that the grass cutting agreement with the County Council be approved. **Action TG**

- iii) HS2 Traffic on A361 – The Parish Council discussed the volume of HS2 traffic and the damage being caused to the A361. The Chairman was aware of grant funding which was available to mitigate the impact of HS2 and the build.

Resolved that the County Council be contacted to establish whether or not any action can be taken with regard to the volume of HS2 traffic through the village and the times they start and finish. **Action TG**

- iv) 'Welcome to Bloxham' Signs – The Parish Council discussed the location of the signs on the A361 (near to the junction with Ells Lane and Bloxham Grove Road).

Resolved that the 'Welcome to Bloxham' be positioned as close as possible to the Ells Lane/Bloxham Grove Road junction. **Action DB**

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- v) Burial Ground – The Parish Council discussed other potential land options which might be available in the village.

Resolved that no further suitable options are available at the current time.

99/23 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:

- 23/02069/F Tanglewood, Queen Street, Bloxham
Replacement porch, new car port and conversion of existing garage to habitable space
- 23/02507/TCA Checkers, Kings Road, Bloxham
T1 x Magnolia - Crown reduction reducing the south side of the tree by up to 2 metres, merging this into the remaining crown. Reducing the height by up to 1 metre.
- 23/02481/TPO Station House, Exchange Lane, Bloxham
T1 and T2 (Hornbeam) - Crown raise over garden, removing cluster of lowest ascending branches given lift of 5m over garden. Crown thin 10% - subject to TPO 7/2000
- 23/02567/TCA 30 Bloxham Road, Banbury,
T1 x Salix Capri - Crown reduction by 2 metres to control tree's size, clear from nearby buildings and reduce failure risk of overextended limbs.

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:

- 23/02479/F 14 Chipperfield Park Road, Bloxham,
Single storey rear extension with associated landscaping works

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

- 23/02768/F Hillside Farm, Banbury Road, Bloxham,
Two single storey rear extensions, two first floor extensions, garage conversion, addition of a rooflight to the rear and two new garden walls
- 23/02773/TCA The Old Manor, Little Bridge Road, Bloxham,
T1 x Pine- Fell. We intend to replant a smaller, heritage apple tree in its place.
- 23/02552/F Coton Wood, Milton Road, Bloxham,
Single storey and first floor extensions to rear living accommodation

- 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) Cherwell District Council's Local Plan – Prior to the meeting, a draft response to the Local Plan had been circulated to the Parish Council.

Resolved that the response be approved and submitted to Cherwell District Council. **Action TG**

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- iv) Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council discussed updating the BNDP and the potential membership of a Working Group.

Resolved that Councillors Jo Barton and Steve Craggs to be members of the group and a meeting be arranged with those who had expressed an interest. **Action TG**

- v) Community Benefits List – Prior to the meeting, the Parish Council's Community Benefits List had been circulated to the Parish Council.

Resolved that the Community Benefits List be uploaded onto the Parish Council website. **Action TG**

- vi) Meetings with Developers – The Parish Council discussed its policy for meeting with developers, prior to submission of a planning application.

Resolved that each request from a Developer will be judged on its merits on a case by case basis.

100/23 Parish Council Matters

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

Resolved that Alex Harrison be co-opted onto the Parish Council. **Action TG**

- ii) Drop-In and Chat – The Chairman had produced a report following the last session and this was available on the Parish Council web site.

Councillor Joanna Barton and David Morris agreed to attend the session on 12 November 2023 and the Chairman would attend on 9 December 2023.

Resolved that the report and actions be noted.

101/23 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 6 November 2023.

Resolved that the bank reconciliation as at 6 November 2023 be noted.

- 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.

- iv) Internal Auditor – The Parish Council discussed appointing Auditing Solutions Ltd as the Internal Auditor for 2023/2024.

Resolved that Auditing Solutions Ltd be appointed as the Internal Auditor for 2023/2024. **Action TG**

- v) Cherry Tree Centre – The Parish Council discussed the 2024/2025 grant to the Cherry Tree Centre.

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Resolved that the Cherry Tree Centre be requested to complete an application form, with the supporting documents and the application be considered at the next meeting of the Parish Council. **Action TG**

102/23 Correspondence – There was no further correspondence.

103/23 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 4 December 2023
- Monday 8 January 2024
- Monday 5 February 2024
- Monday 4 March 2024
- Monday 8 April 2024
- Wednesday 24 April 2024 (Annual Parish Meeting)
- Monday 13 May 2024
- Monday 3 June 2024
- Monday 1 July 2024

104/23 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Investing Parish Council Funds
- Maintenance to Round Bench on The Green
- Electric Vehicle Microhubs
- Treasury Management Policy – Reserves and Investments
- Pay Award 2023
- Consultation- Application to record public footpaths Bloxham and Milton parishes, Ref 03609

(The meeting ended at 9.05pm)

Chairman – 6 November 2023