

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 4 OCTOBER 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors David Bunn, Mike Fenner, Sophie Floate, Daniel Goodwin, Stephen Phipps and Nick Rayner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and one member of the public.

APOLOGIES: District Councillor Adam Nell

Parish Councillor Agnes Balassa and Joanna Barton were not present.

141/21 Declarations of Interest

Minute Number 148/21 - 21/03258/F, Formerly The Bungalow, Cumberford Hill, Bloxham – Councillor Daniel Goodwin declared an interest because he knew the applicant.

Minute Number 148/21 - 21/02994/F & 21/02995/LB, Bloxham School, Banbury Road, Bloxham – Councillor Sophie Floate declared an interest because her husband was an employee at Bloxham School.

142/21 Minutes – Prior to the meeting, the minutes of the meeting held on 21 September 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 21 September 2021 be approved and signed by the Chairman.
Action LL/TG

143/21 Matters Arising

Minute Number 131/21 – Bloxham Biodiversity Group – Councillor Daniel Goodwin reported that he had attended an event during 'The Big Green Week' and it had been very informative and interesting. Councillor Goodwin also circulated information with regard to Town and Parish Councils tackling the climate emergency. The Group had asked for a Parish Councillor to be a representative on their Group. However due to the Parish Council having a number of vacancies, it was suggested that a representative from the Group applied to be co-opted onto the Parish Council.

144/21 Chairman's Announcements

- Planning Training – 14 October 2021 & 21 October 2021 at 6.30pm to 8pm
- Complaint about Graffiti – Following the receipt of a complaint about graffiti in the village, a resident had submitted a draft letter which he requested be sent to the secondary schools in the area. The Parish Council requested that a note be included in the Broadsheet about the graffiti and the secondary schools be advised of this course of action. **Action TG**
- Traffic Calming – Mike Wasley at Oxfordshire County Council had been contacted following the first meeting of the Traffic Calming Working Group.

145/21 Open Forum – A resident reported that the graffiti on Strawberry Terrace had been removed very quickly by Cherwell District Council. The resident also highlighted issues with street lighting on Strawberry Terrace and commented on the Bloxham School Information Sharing Group.

(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)

146/21 Reports from County and District Councillors – The County and District Councillors did not submit reports to the Parish Council. The Chairman agreed to write to the Councillors asking for a written report when they were unable to attend. **Action LL**

147/21 Village Matters

BLOXHAM PARISH COUNCIL

- i) Bloxham School Community Information Sharing Group – The Parish Council discussed the terms of reference for this Group and also the Parish Council representatives.

Resolved that:

- 1) the Parish Council supports the establishment of the Bloxham School Information Sharing Group;
- 2) the Parish Council representative on the Group be Councillor David Bunn and a reserve representative will be available if Councillor Bunn is unable to attend a meeting; and
- 3) one of the first items for discussion by the Group, should be how to increase resident participation.

Action LL/TG

148/21 Planning

- i) 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.

- ii) Planning Applications

- 21/02766/F & 21/02767/F, The Warriner School, Banbury Road, Bloxham - The Parish Council considered an application for a new build classroom block and an application for the removal of two temporary buildings and installation of new car park.

Resolved that the Parish Council has no objection to applications 21/02766/F & 21/02767/F, subject to a condition requiring a Design Statement and Landscaping Plan, which is to the satisfaction of the Local Planning Authority, in accordance with the Bloxham Neighbourhood Development Plan. **Action TG**

- 21/02994/F & 21/02995/LB, Bloxham School, Banbury Road Bloxham - The Parish Council considered an application for alterations to main access and associated alterations to pavement, removal of a section of boundary wall, provision of new car parking and drop off/pick up area, alterations to existing car park, landscaping and associated works.

Resolved that the Parish Council objects to applications 21/02994/F & 21/02995/LB because a Traffic Management Plan and a Landscaping Plan are not in place to support the applications. **Action TG**

Councillor David Bunn requested a recorded vote. Following a discussion, the following resolution was agreed:

Resolved that:

- 1) Standing Orders be suspended for this item only; and
- 2) the proposal for a recorded vote be withdrawn.

- 21/03258/F, Formerly The Bungalow, Cumberford Hill, Bloxham - The Parish Council considered an application for a variation of condition 2 (plans) and condition 24 (car parking) of 15/01090/F (driveway to be gravel instead of block paving).

Resolved that the Parish Council:

- 1) has no objection to application 21/03258/F condition 2; and
- 2) objects to application 21/03258/F condition 24 because it is contrary to Bloxham Neighbourhood Development Plan Policy BL9, due to the noise and impact on the neighbours of the gravel surface.

Action TG

BLOXHAM PARISH COUNCIL

- iii) Oxfordshire Plan 2050/Oxfordshire-Cambridge ARC – The Parish Council discussed the Oxfordshire Plan 2050 and the Oxfordshire-Cambridge ARC.

Prior to the meeting, Councillors Daniel Goodwin and Sophie Floate had circulated a draft response to the Oxfordshire Plan 2050. There were also details regarding the Oxfordshire-Cambridge ARC.

Resolved that:

- 1) the response be approved and be submitted to the County Council;
- 2) the response also be submitted to Cherwell District Council, the ONPA and County Councillor Kieron Mallon for their information; and
- 3) delegated authority be given to Councillors Daniel Goodwin and Sophie Floate and the Clerk, to submit a response from the Parish Council on the Oxfordshire-Cambridge ARC.

Action TG/DG/SF

149/21 Finance

- i) Income and Accounts for Payment - The Clerk submitted to the Parish Council, the income since the last meeting and the accounts for payment.

Resolved that the income since the last meeting be noted and the following accounts for payment be approved:

Theresa Goss – Salary and expenses for October 2021	
HMRC Payment October 2021	
Oxfordshire County Council – Clerk’s Pension for October 2021	
Unity Trust Bank - Cheque handling charge	£0.90
Unity Trust Bank - Service charge	£23.25
Eco Web Hosting – Email hosting	£5.99
Moore – External Audit for 2020/2021	£480.00
Cherwell District Council – Emptying Dog Waste Bins for Summer Period	£2680.62
Seckington and Whitehead – Jubilee Hall Works	£22,800
Starboard Systems Limited – Scribe Accounts Annual Fee	£777.60
Viking – Stationery Order	£77.83
Prysebros Limited – Weed Control	£576.00
Nigel Prickett – Grass Cutting	£774.00
Jubilee Park Management Committee – Room Hire	£8.00

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 4 October 2021

Resolved that the bank reconciliation as at 4 October 2021 be noted.

- iii) External Auditors Report 2020/2021 – The Parish Council considered the External Auditors Report for 2020/2021.

Resolved that the report be noted.

150/21 Parish Council Matters

- i) Vacancies – The Chairman reported that there were no applications for co-option onto the Parish Council.

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

BLOXHAM PARISH COUNCIL

151/21 Correspondence – Correspondence had been received from the Royal British Legion with regard to support it required for the Remembrance Day Parade due to its reduced number of members. The Chairman highlighted that the Parish Council was currently short on Councillors too and it was felt that the Parish Council did not have the capacity to undertake the required roles. It was suggested that Bloxham School be contacted to ask whether they had any capacity and also Banbury Town Council. **Action TG**

152/21 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 minute numbered 153/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

153/21 Jubilee Hall Project – Councillor David Bunn gave an update on the Jubilee Hall project.

Resolved that the report be noted.

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

154/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Tuesday 19 October 2021
- Monday 1 November 2021
- Tuesday 16 November 2021
- Monday 6 December 2021

155/21 Items for Future Agendas

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Traffic Calming WG Minutes
- Climate Emergency Bill (19.10.21)
- Cooption (16.11.21)
- Local Plan (01.11.21)

(The meeting ended at 9.50pm)

Chairman – 19 October 2021

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH
ROOMS, BLOXHAM ON TUESDAY 19 OCTOBER 2021 AT 8.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors Joanna Barton, Daniel Goodwin and Stephen Phipps.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and County Councillor Kieron Mallon.

APOLOGIES: Councillor Agnes Balassa submitted her apologies because she had another appointment, the apologies were accepted and the absence approved.

Councillor David Bunn submitted his apologies because an urgent matter had arisen, the apologies were accepted and the absence approved.

Councillor Mike Fenner submitted his apologies because he had another appointment, the apologies were accepted and the absence approved.

District Councillors Mike Bishop, Andrew McHugh and Adam Nell.

156/21 Declarations of Interest – There were no declarations of interest.

157/21 Minutes – Prior to the meeting, the minutes of the meeting held on 4 October 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 4 October 2021 be approved and signed by the Chairman.
Action LL/TG

158/21 Matters Arising

Minute Number 144/21, Chairman's Announcements - The Chairman reported that he would be meeting with Dave Catling from the County Council to discuss traffic calming in the village.

Minute Number 146/21, Reports from County and District Councillors – The Chairman reported that he had written to the County and District Councillors requesting that they submit a written report if they were unable to attend the Parish Council meeting.

159/21 Chairman's Announcements

- Planning training on 21 October 2021 630pm to 8pm on Zoom from Community First Oxfordshire.
- Nick Rayner and Sophie Floate had stepped down from the Parish Council and they were thanked for their work on the Parish Council.

160/21 Open Forum – There were no residents present.

(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)

161/21 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had submitted a report to the Parish Council.

County Councillor Kieron Mallon reported on a number of issues including that he was now a member of the Place Scrutiny Committee at the County Council and he was also a member of the Community Governance Committee at Cherwell District Council.

Councillor Mallon was thanked for his report.

162/21 Planning

BLOXHAM PARISH COUNCIL

- i) Cherwell District Local Plan Consultation – Prior to the meeting, the Parish Council had held a Local Plan workshop to discuss the Parish Council's response to the consultation.

Resolved that:

- 1) the Parish Council welcomes the general direction of the key themes in the Local Plan and the approach being taken to secure sustainability;
- 2) the Parish Council reaffirms key comments made in its previous response to Cherwell District Council (CDC) on 25 September 2020, namely:
 - a. Bloxham's retail, health and dental facilities are at capacity
 - b. The traffic system is now well over capacity particularly at school drop-off and pick-up times
 - c. The revised Local Plan needs to take into account, those villages that are now at capacity and that cannot take anymore new housing developments
 - d. We believe Bloxham fits into this category;
- 3) while recognising the need for affordable housing, the Parish Council notes that Bloxham has grown by around 20% since 2015, whilst Cherwell District as a whole has seen an increase of around 10% in households in the same period. It therefore considers that, for any future potential development to be acceptable, opportunities to strengthen Bloxham must clearly outweigh risks to its character, sustainability and viability as a community and place;
- 4) the Parish Council will therefore resist developments within the Parish Boundary or nearby which:
 - a. Narrows the gap between Bloxham and other communities (coalescence)
 - b. Impacts negatively on Bloxham's current spatial 'feel' as set out in the Neighbourhood Development Plan
 - c. Expands the accepted built-up boundary of Bloxham
 - d. Is likely to have a detrimental impact on infrastructure especially schools, shopping facilities and transport routes
 - e. Is larger than developments since 2015 (95 houses)
 - f. Is on greenfield site
 - g. Seeks development in key 'Valued Landscapes'ⁱ (Sor Brook Valley, the Slade, Hobbs Hill, Coates' Spinney Valley)
- 5) In line with the above, the Parish Council:
 - a. endorses the approach taken in the draft Local Plan response
 - b. agrees that these should now be finalised and signed off by the Chairman prior to submission to Cherwell District Council
 - c. requests the Clerk to highlight this resolution on the Parish Council and village web sites.

Action TG/DG

163/21 Finance

- iv) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment.

Resolved that the following accounts for payment be approved:

Wicksteed Leisure – Play area inspections at Bloxham Recreation Ground	£216.00
Green Scythe Limited – Grass cutting at Jubilee Park	£338.19
Came and Company – Insurance for Jubilee Hall Project	£448.80
Bloxham Biodiversity – Expenses for The Great Big Green Week	£80.00
Paul Lester – Maintenance of the village map	£140.00

- v) Bank Account Signatories – The Parish Council discussed adding another Councillor as a signatory onto the Parish Council bank account.

Resolved that Joanna Barton be added as a signatory on the Parish Council bank accounts. **Action TG**

164/21 Parish Council Matters

BLOXHAM PARISH COUNCIL

- ii) Climate and Ecological Emergency (CEE) Bill – The Parish Council discussed the Climate and Ecological Emergency Bill.

Resolved that the Parish Council broadly supports any initiative to stop degradation of the planet, however it can not support the text within the Climate and Ecological Emergency Bill as it stands.

165/21 Correspondence – The Chairman reported on an email from Charlie Little, Bursar at Bloxham School with regard to the Parish Council's objection to the planning application for the new entrance and car park at the school. It was agreed that no action be taken.

A resident had contacted the Parish Council with regard to a fallen tree at The Gogs, however, the Chairman had been unable to locate it.

The Clerk had received a voicemail message from a resident with regard to the proposed works to trees at The Gogs. The message had been very rude and unpleasant and the Clerk would not be responding.

166/21 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 minute numbered 167/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

167/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project.

Resolved that the report be noted.

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

168/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 1 November 2021
- Tuesday 16 November 2021
- Monday 6 December 2021
- Monday 10 January 2022 (only one meeting in January 2022)

169/21 Items for Future Agendas

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Traffic Calming WG Minutes
- Cooption (16.11.21)

(The meeting ended at 9.30pm)

Chairman – 1 November 2021

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH
ROOMS, BLOXHAM ON MONDAY 1 NOVEMBER 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors Agnes Balassa, Joanna Barton and Mike Fenner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell, Marie Jones, Warden at The Slade and one member of the public.

APOLOGIES: Councillor David Bunn submitted his apologies because he was unwell, the apologies were accepted and the absence approved.

Councillor Daniel Goodwin submitted his apologies because he was on holiday, the apologies were accepted and the absence approved.

Councillor Stephen Phipps submitted his apologies because he was unwell, the apologies were accepted and the absence approved.

District Councillors Mike Bishop and Andrew McHugh.

170/21 Declarations of Interest – There were no declarations of interest.

171/21 Minutes – Prior to the meeting, the minutes of the meeting held on 19 October 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 19 October 2021 be approved and signed by the Chairman.
Action LL/TG

172/21 Matters Arising – There were no matters arising.

173/21 Chairman's Announcements

- Two defibrillators at Warriner School were now available for use. One was available during school hours only and the other was in a locked cabinet, which had instructions advising how to access it.
- Civil Parking Enforcement was commencing in the Cherwell District area, including Bloxham.
- Planning Training Sessions – One session was held on 14 October 2021, but the second session scheduled for 21 October 2021 was postponed because there were not enough participants. This would be held again after the elections on 2022.
- Traffic Calming Meeting notes were in Drop Box for the information of Councillors.
- Meeting on Wednesday 10 November 2021 with residents to discuss tree works in The Gogs, which Cotefield Treecare would be attending, along with the Chairman and Vice-Chairman.

174/21 Open Forum – The resident did not wish to address the meeting.

(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)

175/21 Reports from County and District Councillors – Prior to the meeting, Councillor Andrew McHugh had circulated his report to the Parish Council.

Councillor Adam Nell reported on Cherwell District Council's budgets and the cash squeeze it was facing in the coming years. Cherwell DC would still be delivering its statutory services, but other non-statutory services might be withdrawn because they could not be fully funded.

Councillor Nell also reported on the Castle Quay Phase 2 development. Some of the facilities on the site had opened and others would be opening soon and he encouraged everyone to use it.

The Chairman thanked Councillor Nell for his report.

BLOXHAM PARISH COUNCIL

176/21 The Slade – The Chairman welcomed Marie Jones, Warden at The Slade, to the meeting. Prior to the meeting, Marie had circulated a report to the Parish Council. Marie gave additional details on the Friends of The Slade Working Group and the projects and activities which they had been involved in.

The Chairman thanked Marie for attending.

Resolved that the report be noted.

177/21 Environment/Village Matters

- i) Land on Barford Road, next to Bloxham Mill – The Parish Council discussed whether Miller Homes should be approached to discuss transferring ownership of their land between Milton Road and Barford Road (next to Bloxham Mill), to the Parish Council or whether the Parish Council could lease it.

Resolved that Miller Homes be approached to discuss whether their land between Milton Road and Barford Road (next to Bloxham Mill) could be transferred or leased to the Parish Council. **Action LL/TG**

- ii) New Dog Waste Bin in Bloxham Recreation Ground – The Parish Council discussed a request from the Bloxham Recreation Ground Trustees for the purchase of a new Retriever 35 litre dog waste bin at Bloxham Recreation Ground. This would replace a current dog waste bin which was in a poor condition.

Resolved that a Retriever 35 litre dog waste bin be purchased from Glasdon Uk Ltd for Bloxham Recreation Ground. **Action TG**

- iii) Bus Shelter – The Parish Council discussed replacing the wooden bus shelter on the A361, close to the junction with Strawberry Terrace.

Resolved that the quotes from Bus Shelters Limited for the Guildford shelter and the removal and disposal of the current shelter, be approved. **Action TG**

178/21 Planning

- iv) 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.

- v) Planning Applications

- 21/03196/F, The Warriner School, Banbury Road, Bloxham – The Parish Council considered an application for a new build classroom block.

Resolved that the Parish Council has no objections to application 21/03196/F. **Action TG**

- 21/03295/F & 21/0396/LB, Humber House, Humber Street, Bloxham – The Parish Council considered applications for various internal alterations, replacing the existing rooflights, installing a new rooflight, removing a window, a section of wall & high level glazing and installing a section of Crittall Windows glazing system and refurbishing six windows.

Resolved that the Parish Council has no objections to applications 21/03295/F & 21/0396/LB. **Action TG**

- 21/02789/F, 3 Hyde Grove, Bloxham – The Parish Council considered an application for a first floor rear and single storey side extensions (Resubmission of 20/03617/F).

Resolved that the Parish Council has no objections to application 21/02789/F. **Action TG**

BLOXHAM PARISH COUNCIL

- 21/02355/LB, Rectory Farm, Church Street, Bloxham – The Parish Council considered an application for a pod charger to the outside of a barn wall.

Resolved that the Parish Council has no objections to application 21/02355/LB. **Action TG**

- 21/03395/F, Seymour Cottage, Queens Street, Bloxham – The Parish Council considered an application for a single storey rear extension (resubmission of 21/00735/LB).

Resolved that application 21/03395/F be deferred to the next meeting of the Parish Council. **Action TG**

- 21/02962/LB, Little Bennetts, Rose Bank, Bloxham - The Parish Council considered an application for an installation of a standard SGN gas meter unibox at ground level on the outside wall of the garage.

Resolved that the Parish Council has no objections to application 21/02962/LB. **Action TG**

- iii) Local Plan Webinar – The Parish Council considered a report from the Chairman regarding his attendance at Cherwell District Council's Local Plan webinar.

Resolved that the report be noted.

179/21 Finance

- vi) Accounts for Payment and Income - The Clerk submitted to the Parish Council, the accounts for payment and the income since that last meeting.

Resolved that the income since the last meeting be noted and the following accounts for payments be approved:

Theresa Goss – Salary and Expenses for November 2021	
HMRC – Payment for November 2021	
Oxfordshire County Council – Pension for November 2021	
Field and Lawn – Christmas Light 2021	£11,172.00
Greenways and Partners Ltd – RIBA Stage 5&6 Jubilee Hall Project	£660.00
Seckington and Whitehead – Jubilee Hall Project (Valuation 3)	£24,464.28

- vii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 1 November 2021

Resolved that the bank reconciliation as at 1 November 2021 be noted.

180/21 Parish Council Matters

- iii) Vacancies – The Chairman reported that there were no applications for co-option onto the Parish Council.

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

- ii) Drop-In and Chat Sessions, Parish Council Meetings and Planning Applications – The Parish Council reviewed the Drop-in and Chat sessions, the frequency of Parish Council meetings and how the Parish Council considers planning applications.

Resolved that:

- 1) Drop-In and Chat sessions be suspended until May 2022, unless there are significant co-options in the near future;

BLOXHAM PARISH COUNCIL

- 2) Parish Council meetings be held once a month, on the first Monday (or the second Monday if there is a bank holiday);
- 3) planning applications be considered by the Parish Council by email until May 2022, unless they are contentious and then they will be included on the Parish Council agendas for a decision; and
- 4) Standing Orders be amended as necessary to give the Clerk the delegated authority to submit Parish Council comments on Planning applications, to Cherwell District Council.

Action TG

181/21 Correspondence – The Clerk reported that the Christmas lights were due to be installed on 29 November 2021.

182/21 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 183/21, 184/21 & 185/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

183/21 Bloxham Recreation Ground, Play Equipment – The Parish Council considered quotes from Wicksteed Leisure to replace the swings and repair the rocking elephant and spinning pole in Bloxham Recreation Ground.

Resolved that the quotes be accepted.

184/21 Jubilee Park, Play Equipment – The Parish Council considered a quote from Kompan to repair to the rope swing.

Resolved that this item be deferred to the next meeting. **Action TG**

185/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project.

Resolved that the report be noted.

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

186/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 6 December 2021
- Monday 10 January 2022
- Monday 7 February 2022
- Monday 7 March 2022

187/21 Items for Future Agendas

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Cooption
- Delegated Powers to the Clerk
- Rope Swing in Jubilee Park

(The meeting ended at 8.30pm)

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL,
BARLEY CLOSE, BLOXHAM ON MONDAY 6 DECEMBER 2021 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors Joanna Barton, David Bunn and Mike Fenner, Daniel Goodwin and Stephen Phipps.

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

APOLOGIES: County Councillor Kieron Mallon and District Councillors Mike Bishop and Andrew McHugh.

Parish Councillor Agnes Balassa was not present.

188/21 Declarations of Interest

Minute Number 195/21 (i) – Planning Applications, 21/03861 Side Acre, Queen Street, Bloxham & 21/03278/F Formerly The Bungalow, Cumberford Hill, Bloxham – Councillor Daniel Goodwin declared an interest in these planning applications because he knew the builders working on the sites.

Minute Number 196/21 (iii) Grant Applications, Budget and Precept 2022/2023 – Councillor Stephen Phipps declared an interest because his wife was a member of Bloxham Flower Club.

Minute Number 195/21 (i) – Planning Applications, 21/03861/F Side Acre, Queen Street, Bloxham - Councillor Mike Fenner declared an interest in this application because he knew the applicant's agent.

189/21 Minutes – Prior to the meeting, the minutes of the meeting held on 1 November 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 1 November 2021 be approved and signed by the Chairman.
Action LL/TG

190/21 Matters Arising

Minute Number 173/21 – Chairman's Announcements, Traffic Calming – Councillor Stephen Phipps requested a copy of the minutes of the Traffic Calming Working Group which was held in October 2021. **Action TG**

The Chairman advised that he would contact Oxfordshire County Council with regard to progress on the traffic calming matters agreed at that meeting. **Action LL**

191/21 Chairman's Announcements

- A letter had been sent to Victoria Prentis MP with regard to the unsatisfactory position of Parish Councils being unable to meet on-line, should the Government bring in Covid-19 restrictions again. A reply was awaited.
- Cherwell District Council was undertaking a Community Governance Review due to the need for 850 houses to be built in the Banbury area, mainly in Banbury and Bodicote. The Chairman suggested that the Parish Council made no observations because the review did not affect Bloxham.
- Before Councillors step down in May 2022 for the elections, the Chairman asked Councillors to consider collating a list of priorities for the new Parish Council to ensure that important items did not get overlooked, should there be a number of new Councillors.
- Leaflets supplied by Thames Valley Police, had been placed on the windscreens of vehicles parked either dangerously or blocking the footpath, on A361 outside The Loft. Further leaflets would be distributed around the village, where necessary.

192/21 Open Forum – A resident addressed the Parish Council and expressed his thanks for the leaflets which had been attached to vehicles which were parking inconsiderately or dangerously.

The resident also asked when the white lining on the A361 would be completed. The Clerk would contact County Councillor Kieron Mallon for an update. **Action TG**

BLOXHAM PARISH COUNCIL

The resident was 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)

193/21 Reports from County and District Councillors – Prior to the meeting, Councillor Andrew McHugh had circulated his report to the Parish Council.

Councillor Adam Nell reported that the Cherwell District Council's budget was currently being consulted on and he encouraged the Parish Council to respond. The Clerk highlighted the tight deadline for Parish Councils to respond as information on the consultation had only been received that day and the deadline was 4 January 2022.

Councillor Nell also reported on the Community Governance Review and confirmed that Bloxham was not affected by any of the proposals.

There were also a number of Holiday Hubs for children over the Christmas holidays and free school meals were available for those who were entitled to them.

The Chairman thanked Councillor Nell for his report.

194/21 Environment/Village Matters

- i) St Mary's Church, Burial Ground – The Parish Council discussed the issue of available grave space St Mary's Church yard.

Resolved that the further information be obtained with regard to the Parish Council owning and managing a Cemetery. **Action TG/LL**

- ii) No Dog Fouling Signs – The Parish Council considered a request for 'No Dog Fouling' signs on the green in Gascoigne Way and also along the footpath which runs across the land next to Bloxham Mill, from Milton Road to Barford Road.

Resolved that the request for no dog fouling signs be approved, with appropriate wording so it is clear that owners should pick up any mess left by their dogs. **Action TG**

195/21 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:

20/03351/F Land Adjacent Ells Lane Ells Lane Bloxham
Erection of two agricultural buildings

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 and approved that, objections had been made by the Parish Council in respect of the following planning applications/works to trees:

21/03278/F Formerly The Bungalow, Cumberford Hill, Bloxham
Erection of building to form one bedroom apartment, additional to previously approved application ref. 15/01090/F

21/03395/F Seymour Cottage, Queens Street, Bloxham
Single storey rear extension - re-submission of 21/00734/F

BLOXHAM PARISH COUNCIL

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

- 21/03861/F Side Acre, Queen Street, Bloxham,
Design changes following approval 21/01265/F - Renovation and change of appearance of the existing dwelling, creation of front gable extension, new entrance porch rear extensions and extension to existing outbuilding to form a proposed garage. Replacement of existing roof covering with natural slates. Creation of external stone walls and integrated gates.
- 21/03664/F 29 Schofields Way, Bloxham
To install a new front door and side window to the existing porch and to replace part of the existing flat roof that spans the front of the house and garage with an angled roof
- 21/03773/F Lynton, Banbury Road, Bloxham
Single storey rear extension to form kitchen, diner and snug; first floor to be extended to enlarge bedroom and create dressing area and en-suite - re-submission of 21/02209/F
- 21/03919/TCA High House, High Street, Bloxham
Tree works
- 21/03865/LB Cumberford Cottage, Cumberford, Bloxham
Single storey rear extension
- 21/03990/NMA Bloxham Plant Nursery, Chequer Tree Farm, Ells Lane, Bloxham
Amendment to the internal layout to one section of the Tea Room (proposed as nonmaterial amendment to 20/03653/F)
- 21/03960/NMA The Stables at Bloxham Nursery, Ells Lane, Bloxham
Minor amendment to the internal layout (proposed as non-material amendment to 20/03653/F)

- 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) 21/02994/F & 21/02995/LB, Bloxham School, Banbury Road, Bloxham – The Parish Council discussed the applications and review the Parish Council’s response regarding alterations to main access and associated alterations to pavement, removal of a section of boundary wall, provision of new car parking and drop off/pick up area, alterations to existing car park, landscaping and associated works.

Resolved that the Parish Council has no further comments on these planning applications and formed its opinion as a statutory consultee, based on the information which had been presented to it and it is now a matter for the Local Planning Authority to determine. **Action TG**

196/21 Finance

- viii) Accounts for Payment and Income - The Clerk submitted to the Parish Council, the accounts for payment and the income since that last meeting.

Resolved that the income since the last meeting be noted and the following accounts for payments be approved:

Theresa Goss – Salary and Expenses for December 2021	
--	--

BLOXHAM PARISH COUNCIL

HMRC – Payment for December 2021	
Oxfordshire County Council – Pension for December 2021	
N Prickett – Grass Cutting	£822.00
Pixel Concepts – Web Site Hosting	£178.80
Ian Harban Consulting – Jubilee Hall Works	£2700.00
Glasdon UK – Dog Waste Bin	£270.80
Green Scythe Ltd – Grass Cutting Jubilee Park	£338.19
Cotefield Treecare – Trees Works at The Gogs	£2701.80
Ellen Hinde Hall – Annual Rent for Storage	£125.00
Alan Griffin – Annual Grant for Church Clock Maintenance	£150.00

- ix) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 6 December 2021

Resolved that the bank reconciliation as at 6 December 2021 be noted.

- x) Grant Applications, Budget and Precept 2022/2023 – The Parish Council considered the grant applications for 2022/2023 and the Budget and Precept for 2022/2023.

Resolved that:

- 1) the following applications for grants and community donations for 2022/2023 be approved:

Bloxham Biodiversity Group	£335.00
Bloxham Boys Brigade	£1,000.00
Friends of Bloxham Primary School	£700.00 (Subject to the receipt of the financial information)
Ellen Hinde Hall	£2,000.00 (To be drawn down when the project starts and spent by 31 March 2023)
Bloxham Pre School	£1,800.00
Table Tennis Club	£1,500.00
Flower Club	£300.00
Cherry Tree Centre	£6000
St Mary's Thursday Club	£5000
Alan Griffin (Maintenance of the Church Clock)	£150.00
Royal British Legion	£400.00
Bloxham Christmas Lunch	£370.00
Bloxham Funday	£2000.00
Bloxham Recreation Ground	£2500.00

- 2) the budget for 2022/2023 be approved; and
 3) the Precept for 2022/2023 be agreed at £99,092.90.

197/21 Parish Council Matters

- iv) Vacancies – The Chairman reported that there were no applications for co-option onto the Parish Council.

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

BLOXHAM PARISH COUNCIL

- v) Delegated Powers to the Clerk and Responsible Financial Officer – The Parish Council discussed delegating its authority to the Clerk and Responsible Financial Officer should physical Parish Council meetings not be permitted, due to the Covid-19 pandemic and further Government restrictions.

Resolved that:

- 1) in response to the Covid-19 situation, if the Government restrictions prevent physical meeting being held, the Parish Council agrees to grant the Clerk and Responsible Financial Officer, in consultation with the Chairman and Vice-Chairman, delegated authority to make decisions on behalf of the Parish Council, preferably following a Parish Council meeting held on-line;
 - 2) the delegation does not extend to matters expressly reserved to the Parish Council in legislation or in its Standing Orders or Financial Regulations;
 - 3) any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first physical meeting of the Parish Council, or upon changes to Government legislation, whichever is the soonest; and
 - 4) Standing Orders be amended to include the above as a permanent delegation in circumstances where Parish Council meetings cannot be held for any reason. **Action TG**
- iii) Co-option Procedure/Procedure for Election 2022 – The Parish Council considered a Co-option Policy and a procedure for raising awareness in the village, of the Parish Council Elections in May 2022.

Resolved that:

- 1) the Co-option Policy be adopted and approved, with minor amendments; and
 - 2) procedure for raising awareness in the village, of the Parish Council Elections in May 2022 be adopted and approved.
Action TG
- xi) Staffing Committee – The Parish Council reviewed the membership of the Staffing Committee.

Resolved that the members of the Staffing Committee be confirmed as the Chairman, Vice-Chairman and Councillors Joanna Barton and Daniel Goodwin.

- xii) Civility and Respect Project – Prior to the meeting, the Parish Council had received information on the new national Civility and Respect Project.

Resolved that:

- 1) the Parish Council supports the Civility and Respect Project; and
- 2) consideration of the anti-bullying and harassment statement be deferred to the next meeting. **Action TG**

198/21 Correspondence – The Clerk reported on a quote which had been received from Paul Lester to paint four bus stop posts on High Street. The quote was accepted and as it could be a difficult job, it would be suggested to Mr Lester that he paints the two posts outside and opposite Bloxham Museum first and if the work was successful, then this would be followed by the posts outside and opposite, the Ex-Servicemen's Hall. **Action TG**

199/21 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 200/21, 201/21 and 202/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

BLOXHAM PARISH COUNCIL

200/21 Jubilee Park, Play Equipment – Councillor Stephen Phipps reported that he had not yet received the quote from Kompan to repair to the rope swing.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action TG**

201/21 Bloxham Recreation Ground Pavilion – The Parish Council considered quotes for works to Bloxham Recreation Ground Pavilion with regard to plumbing and tiling in the changing rooms and toilets and also works to the roof.

Resolved that:

- 1) the report be noted;
- 2) a decision on appropriate works to the pavilion roof and the appointment of a contractor be deferred to Jan 2022;
- 3) the plumbing and tiling works to the changing rooms and toilets be approved;
- 4) the quotes from Brian Curran (plumbing) and A Luker (tiling and plastering) be accepted; and
- 5) the works be funded by Section 106 funds from the Oak Farm development in Milcombe (as per the S106 agreement).

202/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project. Phase 1 of the project was complete as per the works specified in the tender. However there were some snagging issues and additional works which were required. Quotes for this work were awaited.

Phase 2 of the project was due to start on Monday 10 January 2022.

Resolved that:

- 1) the report be noted;
- 2) the Clerk and Responsible Financial Officer, in consultation with the Chairman, Vice-Chairman and Councillor Stephen Phipps be given delegated authority to accept the quotes for the additional work to enable phase 1 of the project to be completed; and
- 3) an update on the funding of the project be submitted to the next meeting of the Parish Council.

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

203/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 10 January 2022
- Monday 7 February 2022
- Monday 7 March 2022

204/21 Items for Future Agendas

- Parish Council Responsibilities/Appointments to Other Bodies
- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Rope Swing in Jubilee Park
- Respect and Civility Project

(The meeting ended at 9.50pm)

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL,
BARLEY CLOSE, BLOXHAM ON MONDAY 10 JANUARY 2022 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors David Bunn, Mike Fenner, Daniel Goodwin and Stephen Phipps.

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

APOLOGIES: Councillor Joanna Barton submitted her apologies because she was unwell, the apologies were accepted and the absence authorised.

County Councillor Kieron Mallon and District Councillors Andrew McHugh and Mike Bishop.

Parish Councillor Agnes Balassa was not present.

205/21 Declarations of Interest – There were no declarations of interest.

206/21 Minutes – Prior to the meeting, the minutes of the meeting held on 6 December 2021 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 6 December 2021 be approved and signed by the Chairman.
Action LL/TG

207/21 Matters Arising

Minute Number 191/21, Chairman's Announcements – A letter had been sent to Victoria Prentis MP and a reply was awaited.

Minute Number 191/21, Chairman's Announcements – The Clerk and Chairman had obtained advice from Cherwell District Council regarding new burial grounds and this was being progressed. The Law Society had also been contacted, but they had not yet responded.

Minute Number 191/21, Chairman's Announcements - Councillor Daniel Goodwin suggested that Parish Council priorities could be discussed at the Annual Parish Meeting.

208/21 Chairman's Announcements

- Dave Catling, Highways Officer at the County Council had advised that the traffic issues which had been highlighted by the Traffic Calming Working Group, would not be actioned until the spring and he would revert to Parish Council at this time.
- The Clerk highlighted the County Council's consultation regarding disabled parking bays. The Parish Council requested that the informal disabled parking bay outside of the Post Office on High Street and a new disabled parking bay outside the Ex-Servicemen's Hall, also on High Street, be included within the County Council's next round of consultations, in approximately eight months' time. **Action TG**
- John Wyatt was thanked for providing the village Christmas tree and for his staff assisting with planting of it on the Green.

209/21 Open Forum – A resident attended the meeting and thanked the Parish Council for supporting his planning application.

The resident highlighted a numbers of issues regarding trees in the village and it was agreed that the Chairman would arrange to meet the resident on site and report back to the Parish Council. **Action LL**

Councillor Daniel Goodwin raised an issue regarding recycling and whether items should be segregated on collection. Councillor Goodwin clarified that the resident who had contacted him had requested that new litter bins should be purchased to replace the current ones in the village and they would also like the new litter bins to allow

BLOXHAM PARISH COUNCIL

for recycling to be separated. District Councillor Adam Nell advised that this matter should be raised with Cherwell District Council.

The Clerk reported that a resident had contacted the Parish Council with regard to verges which he currently cuts in The Avenue. Now that Cherwell District Council were charging for brown bins to be emptied, the resident asked whether the Parish Council would cover this cost. Councillors didn't feel that it would be appropriate to cover the costs of emptying the brown bins, but suggested that contact be made with the Parish Council's grass cutting contractor to find out if a solution could be found. The Parish Council very much appreciated residents taking pride in their surroundings and would encourage this wherever possible. **Action TG**

Councillor Stephen Phipps asked when the food waste collection service would be starting in the Cherwell area. Councillor Adam Nell advised that it was hoped it would start on 1 March 2022.

Councillor David Bunn reported that Old Bridge Road had become a rat run for vehicles trying to avoid the centre of the village and asked whether it would be possible to close the road permanently. The Chairman advised that this would be investigated by the Traffic Calming Working Group. **Action LL/DB**

The resident was 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)

210/21 Reports from County and District Councillors – Councillor Adam Nell reported that District Councillors had been asked to encourage as many people as possible to get the Covid-19 vaccination.

Councillor Nell also reported that the District Council's budget consultation came to an end on 4 January 2022 and he had asked officers whether the process could be extended, but it could not. However, there would be other opportunities to comment on CDC's budget later in the process.

Councillor Nell highlighted the local Cycling/Walking Investment Plan, which was funding to enable new schemes to be designed, so that when funding became available, schemes were ready to be implemented. There would also be a consultation process on new cycle routes, starting in the near future.

Councillor Nell was thanked for his reports.

There was no report from County Councilor Kieron Mallon.

211/21 Environment/Village Matters

- i) Tree Works in Walsingham Close Amenity Area – The Parish Council discussed two complaints which had been received in respect of tree works carried out at Walsingham Close amenity area. A resident had also requested that the Parish Council replanted a hedge to screen his property.

Resolved that:

- 1) the complaints be noted and in future, residents be advised prior to works being carried out at the Walsingham Close Amenity area;
 - 2) residents in Walsingham Close be encouraged to form a Residents Committee to agree between them how this area could be managed and this be fed back to the Parish Council; and **Action TG/LL**
 - 3) a meeting be arranged between the Chairman and the Walsingham Close resident who requested that a hedge be replanted to screen his property. **Action TG/LL**
- ii) Repairs to the Footpaths at The Gogs/Greenhills Park – The Parish Council discussed completing repairs to the footpaths at The Gogs and Greenhills Park.

Resolved that contact be made with the County Council to request that maintenance works are carried out to the footpaths at The Gogs and Greenhills Park. **Action TG**

BLOXHAM PARISH COUNCIL

- iii) Dog Waste Bin on Footpath next to Bloxham Mill – The Parish Council discussed a request for a dog waste bin on the footpath.

Resolved that the purchase of the dog waste bin on Barford Road at the end of the footpath (next to Bloxham Mill) be approved. **Action TG**

- iv) Bloxham Annual Parish Meeting (APM) – The Chairman reported that the APM would be held on Wednesday 23 March 2022 at Jubilee Hall. It was hoped that the APM would be physical meeting, however it would depend on Government Guidance at the time.

Resolved that an informal meeting be arranged for Councillors to discuss the format of the APM. **Action TG/LL**

- v) The Queen's Platinum Jubilee Beacons – The Parish Council discussed this event to mark HM The Queen's Platinum Jubilee in June 2022.

Resolved that information be distributed around the village highlighting the Platinum Jubilee, asking residents to contact the Parish Council if they would like to be involved in any events. **Action TG**

212/21 Planning

- iv) 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:

- | | |
|--------------|--|
| 21/03861/F | Side Acre, Queen Street, Bloxham,
Design changes following approval 21/01265/F - Renovation and change of appearance of the existing dwelling, creation of front gable extension, new entrance porch rear extensions and extension to existing outbuilding to form a proposed garage. Replacement of existing roof covering with natural slates. Creation of external stone walls and integrated gates. |
| 21/03664/F | 29 Schofields Way, Bloxham
To install a new front door and side window to the existing porch and to replace part of the existing flat roof that spans the front of the house and garage with an angled roof |
| 21/03919/TCA | High House, High Street, Bloxham
Tree works |
| 21/03865/LB | Cumberford Cottage, Cumberford, Bloxham
Single storey rear extension |
| 21/03990/NMA | Bloxham Plant Nursery, Chequer Tree Farm, Ells Lane, Bloxham
Amendment to the internal layout to one section of the Tea Room (proposed as nonmaterial amendment to 20/03653/F) |
| 21/03960/NMA | The Stables At Bloxham Nursery, Ells Lane, Bloxham
Minor amendment to the internal layout (proposed as non Material Amendment to 20/03653/F) |
| 21/03868/F | Chequer Tree Farm, Ells Lane, Bloxham
RETROSPECTIVE - Toilet building |

BLOXHAM PARISH COUNCIL

- 21/04071/TPO The Chantry, Church Street, Bloxham
Tree works
- 21/03873/F Wooden Hill Farm, Barford Road, Bloxham
Replacement of extant barn conversion for two dwellings with a single new dwelling
(replacing approved scheme 19/01744/F)
- 21/03958/LB Dovecote Cottage, 15 Bradford Court, Bloxham,
Replace four existing wooden sash windows with four identical wooden double glazed
sash windows

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:

- 21/03773/F Lynton, Banbury Road, Bloxham
Single storey rear extension to form kitchen, diner and snug; first floor to be extended to
enlarge bedroom and create dressing area and en-suite - re-submission of 21/02209/F

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

- 21/04065/TCA Stone Hill House, Stone Hill, Bloxham
Tree works
- 21/04182/TCA Old Park Farm, Stone Hill, Bloxham
Tree works
- 21/04069/F 22 The Avenue, Bloxham
Erect a two storey extension to the rear of the property, a porch to the front and internal
alterations.

- v) 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.

213/21 Finance

- xiii) 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 uncashed payments be noted and the following accounts for payments be approved:

Theresa Goss – Salary and Expenses for January 2022	
HMRC – Payment for January 2022	
Oxfordshire County Council – Clerks Pension for January 2022	
Arthur Gallaher Insurance – Jubilee Hall Project Insurance	£860.81
Jubilee Park Management Committee – Room Hire	£30.00
N Prickett – Works to Hedges	£580.80
Greenways and Partners – Consultancy for Jubilee Hall Project	£660.00
Auditing Solutions Ltd – Internal Audit, Interim Report 2021/2022	£270.00
Green Scythe Ltd – Grass Cutting at Jubilee Park	£99.50
Cotefield Treecare – Tree Condition Report	£3000.00

BLOXHAM PARISH COUNCIL

Royal British Legion – Annual Community Donation	£400.00
Stephen Phipps – Hand dryer at Jubilee Hall	£178.19
P Lester – Repair to Noticeboard	£26.00
Glasdon UK Ltd – Ground fixing Unit for Dog Waste Bin	£188.99
Clement Wyatt – Christmas Tree	£144.00

- xiv) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 10 January 2022.

Resolved that the bank reconciliation as at 10 January 2022 be noted.

- xv) Internal Audit 2021/2022, Interim Report – Prior to the meeting, the interim report from the Internal Auditor had been circulated to the Parish Council.

Resolved that the report be noted.

- xvi) Budget Monitoring – Prior to the meeting, the budget monitoring report from April 2021 to January 2022 had been circulated to the Parish Council.

Resolved that the budget monitoring report from April 2021 to January 2022 be noted.

214/21 Parish Council Matters

- i) Tree Condition Report – The Parish Council considered the Tree Condition report from Cotefield Treecare.

Resolved that:

- 1) the Tree Condition Report be noted;
- 2) Cotefield Treecare Ltd be requested to provide a three year maintenance schedule for the trees detailed within the report. **Action TG**

- ii) Civility and Respect Project – Prior to the meeting, the Parish Council had received information on the new national Civility and Respect Project.

Resolved that the anti-bullying and harassment statement be adopted and published on the Parish Council web site. **Action TG**

215/21 Correspondence – There was no further correspondence.

216/21 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 217/21, 218/21, 219/21, 220/21 & 221/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

217/21 Tree Condition Report Quotes – The Parish Council considered the quotes for works to trees on Parish Council owned land, as recommended by Cotefield Treecare Ltd.

Resolved that:

- 1) the quote from Cotefield Treecare Ltd for the works to two trees in Painters Close (T019) and Greenhill Park (T002) and be accepted; and **Action TG**
- 2) a quote for the appropriate works to the trees in Jubilee Park be requested. **Action TG**

BLOXHAM PARISH COUNCIL

218/21 Jubilee Park, Play Equipment – The Parish Council considered a quote from Kompan to repair to the rope swing and replace the toddler slide.

Resolved that the quote from Kompan to repair to the rope swing and replace the toddler slide be accepted.
Action SP/TG

219/21 Grass Cutting at Jubilee Park – The Parish Council considered a quote for the grass cutting contract at Jubilee Park from Green Scythe Ltd for either a one or three year contract.

Resolved that:

- 1) the quote for a three year contract with Green Scythe Ltd be accepted;
- 2) Green Scythe Ltd be asked to confirm that they will continue to remove the cuttings for the play area, as this is not stated in their quotes;
- 3) Bloxham Football Club be asked to confirm the number of cuts required between March and October each year to enable to Parish Council to budget properly for the grass cutting; and
- 4) at the end of the three year contract, three quotes be obtained for future contracts. **Action TG**

220/21 Bloxham Recreation Ground Pavilion – The Clerk reported that quotes for works to Bloxham Recreation Ground Pavilion with regard to the works to the roof were still awaited.

Resolved that this item be deferred to the next meeting. **Action TG**

221/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project.

Resolved that:

- 4) the report be noted;
- 5) a request be made that the works to create the access hatches and the 'boxing in' in the shower rooms are completed as gesture of goodwill at no cost to the Parish Council. **Action DB/TG**

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

222/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 7 February 2022
- Monday 7 March 2022
- Wednesday 23 March 2022 (Annual Parish Meeting)
- Monday 4 April 2022

223/21 Items for Future Agendas/Items of Information

- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- The Queen's Platinum Jubilee Beacons
- Bloxham Recreation Ground Pavilion

(The meeting ended at 9.30pm)

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL,
BARLEY CLOSE, BLOXHAM ON MONDAY 7 FEBRUARY 2022 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors Joanna Barton, David Bunn, Mike Fenner, Daniel Goodwin and Stephen Phipps.

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

APOLOGIES: District Councillors Mike Bishop and Andrew McHugh.

223/21 Declarations of Interest

Minute Number 231/21 – Planning Application 22/00168/F, Side Acre, Queen Street, Bloxham – Councillor Daniel Goodwin declared an interest in this item because the builder working at this site was known to him.

224/21 Minutes – Prior to the meeting, the minutes of the meeting held on 10 January 2022 had been circulated to the Parish Council and were taken as read.

With regard to Minute number 209/21, Councillor Daniel Goodwin clarified that the resident who had contacted him had requested that new litter bins should be purchased to replace the current ones in the village and they would also like the new litter bins to allow for recycling to be separated.

Resolved that the minutes of the meeting held on 10 January 2022 be approved and signed by the Chairman, with the above amendment. **Action LL/TG**

225/21 Matters Arising

Minute Number 209/21, Open Forum – Councillor Daniel Goodwin reported that further to his amendment to the minutes, the design of litter bins in the village should be addressed and businesses could be asked to sponsor them. It was agreed that this would be included in the list of priorities for the new Parish Council, which was being considered at the Annual Parish Meeting on 23 March 2022.

Minute Number 211/21 – Tree Works in Walsingham Close Amenity Area – The Chairman reported that he had met with the residents of Walsingham Close who had requested a new hedge be planted following the works in the amenity area. However, it was agreed that this would not be progressed until they had spoken to their neighbours and then they would advise the Parish Council accordingly about the hedge and how the residents would like the amenity area to be maintained in future.

Minute Number 211/21 – Dog Waste Bin on Footpath Next to Bloxham Mill – The Chairman reported that the location for the dog waste bin had been agreed and an order had been placed.

Minute Number 211/21 – Bloxham Annual Parish Meeting – This would be a physical meeting at Jubilee Hall on Wednesday 23 March 2022 at 7.30pm.

Minute Number 214/21 – Civility and Respect Project – The anti-bullying statement would be published on the Parish Council web site.

226/21 Chairman's Announcements

- Traffic Calming Working Group – A meeting date was yet to be arranged and it would stay in abeyance until Dave Catling had provided an update on the matters which had been highlighted to him.
- The Biodiversity Group would be interested in helping with the maintenance of land in Queen Street.

227/21 Queen Street Land – The Parish Council discussed maintenance of the Queen Street land and as a number of residents were in attendance for this item, it was agreed to allow them to contribute to the debate.

BLOXHAM PARISH COUNCIL

A resident reported that there was a Queen Street Residents Group who wanted to continue to maintain the two pieces of land and keep them tidy and manageable.

There was a lengthy discussion about the future maintenance and there were a range of views about how this could be achieved. There was also a report that rats had been sighted but this had been addressed by Cherwell District Council's pest control service. There were also concerns about the state of both the entrance and the footpath which leads to Greenhills Park and how to protect wildlife, in particular hedgehogs.

Following the discussion, residents agreed that they would produce a Land Management Plan for both pieces of land and they would present the Plan to the Parish Council at its meeting on 7 March 2022. A meeting with residents would be arranged and the Parish Council's contractor, Nigel Prickett would also be invited.

Resolved that a Land Management Plan be submitted to the Parish Council by the Queen Street residents on 7 March 2022, with a view to agreeing the future maintenance of both pieces of land. **Action Queen Street Residents/TG**

The residents were thanked for addressing the Parish Council and for their work in Queen Street.

228/21 Open Forum – A resident addressed the Parish Council with regard to the roads in Oxfordshire and he felt that many of them were in need of maintenance works, especially addressing the number of potholes. District Councillor Adam Nell offered to liaise with County Councillor Kieron Mallon on this matter. **Action AN/KM**

The resident was 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)

229/21 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council.

Councillor Adam Nell reported that Cherwell District Council had held an extraordinary Council meeting that evening with regard to splitting its services from the County Council.

Councillor Nell also reported that the budget consultation process had ended and the only disagreement was with regard to the funding of CCTV in Banbury town centre. However this had been resolved following a suggestion that it be monitored by artificial intelligence which would save on staffing costs.

Councillor Nell was thanked for his report.

230/21 Environment/Village Matters

vi) Walsingham Close Amenity Area – The Parish Council received an update on the meeting between the Chairman and the resident who requested a hedge be planted in Walsingham Close, between his property and the amenity area

Resolved that the matter be deferred until Walsingham Close residents who requested the hedge, have spoken to their neighbours and then they would advise the Parish Council accordingly about the hedge and how the residents would like the amenity area to be maintained in future.

vii) Bloxham Annual Parish Meeting (APM) – The Chairman reminded the Parish Council that the APM would be held on Wednesday 23 March 2022 at Jubilee Hall, Bloxham at 7.30pm. Prior to the meeting, a draft agenda and draft priorities list had been circulated to the Parish Council.

Resolved that:

1) the report be noted;

BLOXHAM PARISH COUNCIL

- 2) the Annual Parish Meeting will agree the top ten priorities for the new Parish Council to focus on, after the elections in May 2022; and
 - 3) residents be invited to add items on the APM agenda. **Action TG**
- viii) The Queen's Platinum Jubilee Beacons – The Clerk reported that no one from the community had been in contact with regard to organising a village event to mark HM The Queen's Platinum Jubilee in June 2022.

Resolved that the report be noted.

- ix) The Gogs Footpath – The Parish Council discussed a request from the County Council to remove a barrier from the Gogs footpath.

Resolved that the Parish Council has no objection to the removal of the barrier and it be requested that the extended footpath be tarmacked with a non-slip material. **Action TG**

- x) Vandalism to Bloxham School Fence – The Parish Council discussed the vandalism which had occurred to the Bloxham School fence where pedestrians were gaining access to the School's playing field from Greens Garth, however, the playing field was not open to the public to use.

Bloxham School had completed the repair and residents would again be requested to respect the countryside and if vandalism continued to occur, then permissive footpaths in the village could be lost.

Resolved that:

- 1) the report be noted; and
 - 2) a note be included in the Broadsheet highlighting the issue of this vandalism and the potential impact it could have on the availability of permissive footpaths around the village. **Action TG**
- xi) Grass Verges – The Parish Council discussed the issue of grass verges being damaged by vehicles and pedestrians and the Chairman advised that signage had already been located in a couple of verges in the village.

Resolved that:

- 1) the report be noted; and
 - 2) new signs, asking drivers not to park their vehicles on the grass verge, be purchased and located, where necessary, in the village. **Action DB/TG**
- xii) Burial Ground – The Parish Council discussed the need and process to identify land for a new burial ground in the village.

Resolved that Consultants be contacted to acquire quotes and information on the services they offer with regard to new burial grounds. **Action TG/JB/DG**

231/21 Planning

- vi) 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:

21/04069/F 22 The Avenue, Bloxham
Erect a two storey extension to the rear of the property, a porch to the front and internal alterations

21/04065/TCA Stone Hill House, Stone Hill, Bloxham

BLOXHAM PARISH COUNCIL

Tree works

21/04182/TCA Old Park Farm, Stone Hill, Bloxham
Tree works

21/04258/F Ells Farm, Ells Lane, Bloxham,
Conversion of an agricultural barn into a family dwelling with a separate residential boundary.
Part of the existing farmhouse will become part of the new dwelling. Conversion of adjoining
stables to become part of the dwelling

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 that the Parish Council is considering the following planning applications/works to trees:

21/04236/F Bredon House, Courtington Lane, Bloxham
Demolition of existing conservatory. Single storey and two storey front extensions. Render and cladding to entire dwelling. New windows and doors. Garage conversion. Rear pergola. Lean-to timber shed along side elevation. Solar panels to rear elevation.

22/00168/F Side Acre, Queen Street, Bloxham
New single storey annexe and triple garage to be created in the rear garden

22/00252/NMA 11 South Newington Road, Bloxham
Non-material amendment to 20/00912/F - change wall material to rear single storey lean to from facing bricks to natural stone to match existing

22/00166/TCA Oak Lodge, Courtington Lane, Bloxham,
Tree works

22/00169/DISC Side Acre, Queen Street, Bloxham
Discharge of condition 3 (cotswold stone sample) and 4 (slate sample) of 21/03861/F

21/03773/F Lynton, Banbury Road, Bloxham
Single storey rear extension to form kitchen, diner and snug; first floor to be extended to enlarge bedroom and create dressing area and en-suite - resubmission of 21/02209/F

21/04162/F Oak Tree Farm, Tadmarton Road, Bloxham
Creation of farm access and installation of 2 no x 15ft gates - re-submission of 21/02190/F

- vii) 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.

- viii) Planning Application 22/00168/F, Side Acre, Queen Street, Bloxham – The Parish Council considered an application for a new single storey annexe and triple garage to be created in the rear garden.

Resolved that the presently agreed planning application (21/03861/F) has approval for a garage in the garden, to which the Parish Council had no objection. This removed vehicles from the very narrow Queen Street. However the same approval, more than doubled the footprint of the existing house increasing the

BLOXHAM PARISH COUNCIL

bedrooms from three to four, with ensuite facilities. The ground floor now has twice as much living space and there is also a basement.

This new proposal will make three garages but positioned in the same place and again removes vehicles off the road to which there is no objection.

However the application for this site was originally to build two houses on the plot, which the Parish Council and neighbours objected to. Bearing in mind the present extensive development of the property with living accommodation, it will effectively put two dwellings on this plot.

Therefore, Bloxham Parish Council objects to application 22/00168/F on the following grounds:

1. The Parish Council has concerns for the neighbours in that their living conditions may be harmed by this over development being on the boundary. (BNDP Policy BL9a)
 2. The Parish Council also has concerns that the proposal would restrict the turning of vehicles onsite and will remove the benefit of onsite parking from the narrow congested Queen Street.
 3. The annexe will also over develop the plot and the property as a whole, will not relate in scale and massing to surrounding houses. (BNDP BL11).
 4. The annexe would be development in a residential garden (BDNP Policy BL12c) which would not usually be permitted.
- ix) Review of the Bloxham Neighbourhood Development Plan (BNDP) – The Parish Council discussed reviewing the BNDP and District Councillor Nell gave an update on the consultation process for Cherwell District Council's Local Plan.

Resolved that the review of the Bloxham Neighbourhood Development Plan be highlighted as a priority for the new Parish Council from May 2022 onwards. **Action TG**

232/21 Finance

- xvii) 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 uncashed payments be noted and the following accounts for payments be approved:

Theresa Goss – Voucher for Residents of Woodbine Cottage for power to Christmas tree	£40.00
Eco Web Hosting - Email Hosting	£5.99
David Andrews – St Mary's Church Lighting	£117.00
David Andrews – Christmas Tree Light	£193.20
Broxap – Three Dog Waste Bins	£783.60
Cotefield Treecare – Tree Work in Painters Close and Greenhills Park	£1046.40
Wicksteed Leisure Ltd – Play Equipment at Bloxham Recreation Ground	£165.00
Viking – Stationery for Clerk	£107.34
Community First Oxfordshire – Annual Subscription	£76.00
John Groves – BNDP Domain Name	£8.99
Jubilee Park Management Committee – Room Hire	£25.00
Theresa Goss – Salary and Expenses for February 2022	
HMRC – Payment for February 2022	
Oxfordshire County Council – Clerks Pension for February 2022	
St Mary's Parish Rooms – Room Hire	£150.00

BLOXHAM PARISH COUNCIL

Paul Lester – Installing Dog Waste Bins	£225.00
---	---------

- xviii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 7 February 2022.

Resolved that the bank reconciliation as at 7 February 2022 be noted.

- xix) Budget Monitoring – Prior to the meeting, the budget monitoring report from April 2021 to February 2022 had been circulated to the Parish Council.

Resolved that:

- 1) the budget monitoring report from April 2021 to February 2022 be noted; and
- 2) advice and investigations into the Parish Council's Money Management be included as a priority for the new Parish Council after May 2022. **Action TG**

233/21 Correspondence – There was no further correspondence.

234/21 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 235/21 & 236/21 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

235/21 Quote for Tree Works at Jubilee Park – The Parish Council considered a quote from Cotefield Treecare Ltd for works to trees at Jubilee Park

Resolved that the quote from Cotefield Treecare for the specification in Job C, be accepted. **Action TG**

236/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project.

Resolved that the report be noted.

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

237/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held in St Mary's Parish Rooms, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 7 March 2022
- Wednesday 23 March 2022 (Annual Parish Meeting)
- Monday 4 April 2022

238/21 Items for Future Agendas/Items of Information

- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Bloxham Recreation Ground Pavilion
- Queen Street Land Management Plan

(The meeting ended at 8.50pm)

BLOXHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL,
BARLEY CLOSE, BLOXHAM ON MONDAY 4 APRIL 2022 AT 7.30PM

PRESENT: Chairman, Councillor Leonard Leigh; Councillors David Bunn, Mike Fenner and Stephen Phipps.

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

APOLOGIES: Parish Councillor Joanna Barton submitted her apologies because she was at work, the apologies were accepted and the absence authorised.

District Councillor Andrew McHugh.

254/21 Declarations of Interest – There were no declarations of interest.

255/21 Minutes – Prior to the meeting, the minutes of the meeting held on 7 March 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 7 March 2022 be approved and signed by the Chairman.

256/21 Matters Arising

Minute Number 244/21, Reports from County and District Councillors – The Chairman advised that the Local Cycling and Walking Infrastructure Plan consultation been delayed.

Minute Number 245/21 (iii), Village Matters – The Chairman had contacted the resident of Dursley on Banbury Road and they had no issues with the bus shelter on Banbury Road being replaced or the removal of the ivy on their fence, which might need to be cut back during the works.

Minute Number 251/21, Jubilee Hall Project – The Chairman advised that a response had been sent to the Jubilee Park Management Committee and a further letter had since been received. This correspondence would be dealt with later in the meeting.

257/21 Chairman's Announcements

- Parish Council Elections – The Parish Council elections were being held on 5 May 2022 and the deadline for nomination papers was Tuesday 5 April 2022 at 4pm.
- Ability Transport Service – Ability Transport Service was a community enterprise and a not-for-profit organisation. It was an on-demand bus service and was directed to individuals for free or a modest fee. The organisation had indicated that they would like to address the Parish Council about the service. The Clerk was asked to make contact with the organisation and invite them to a future meeting. **Action TG**

258/21 Open Forum – A resident addressed the Parish Council with regard to 'No Mow in May' and asked that the Parish Council supported the initiative again this year. Residents were also being asked to show their support by not mowing their own gardens in May too. These initiatives would increase biodiversity for wildlife and flowers etc.

It was suggested that the grass cutting contractor could be asked to only cut around the edges of the verges to ensure they still looked tidy during 'No Mow in May'.

Bloxham Biodiversity Group would be meeting on 27 April 2022 at St Mary's Church and a representation from Wild Oxfordshire would be making a presentation.

It was also suggested by the resident that there could be wild flower patches outside Jubilee Hall and the flowers would be in bloom in time for Bloxham Fun Day.

Councillor David Bunn advised that he had raised this suggestion with the Jubilee Park Management Committee, however Councillor Stephen Phipps advised that the Committee was unable to support the request. The Chairman

BLOXHAM PARISH COUNCIL

suggested that the resident should liaise directly with the Jubilee Park Management Committee on this matter if she wished to discuss it further.

The resident was 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)

259/21 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council.

District Councillor Adam Nell reported that the Local Cycling and Walking Plan consultation had been delayed and it was unlikely to take place until after the Elections on 5 May 2022.

Cherwell District Council had obtained seven large military houses in Bicester and these would be used to house refugees from Afghanistan. Councillor Nell agreed to send the link to the County Council web site for more information on the 'Homes for Ukraine' Scheme. **Action AN**

There would also be consultations relating to Public Spaces Protection Orders and a Domestic Abuse Strategy for Oxfordshire.

It was also confirmed that District Councillor Andrew McHugh was not standing for re-election at the local elections in May 2022.

Councillor Nell was thanked for his report.

Resolved that:

- 1) the reports be noted; and
- 2) thanks be passed to District Councillor McHugh for all his hard work in the village as the Councillor for Bloxham. **Action TG**

260/21 Environment/Village Matters

xiii) Queen Street Land – The Parish Council considered a quote from Cotefield Treecare Ltd for works to trees on the land in Queen Street. A quote from Nigel Prickett was also considered for works on the highway. The Clerk advised that the County Council had yet to respond to the request for permission for the works on the highway.

Resolved that:

- 1) the report be noted;
 - 2) the quote from Nigel Prickett be accepted for the works to the highway, subject to permission from the County Council for the works to go ahead; and **Action TG**
 - 3) the quote from Cotefield Treecare Ltd be accepted. **Action TG**
- xiv) 'No Mow in May' – The Parish Council considered a request from Bloxham Biodiversity Group not to mow grass verges in the village during May 2022.

Resolved that:

- 1) the report be noted;
- 2) the 'No Mow in May' be supported and the verges be cut around the edges only to ensure they appeared tidy;
- 3) the 'No Mow in May' not be extended further into June and July 2022 and it be a decision for the new Parish Council whether mowing should not be carried out in May/June/July 2023; and
- 4) the three wild flower areas in Hawke Lane/Painters Close/Winters Way not be mowed and these be managed by Bloxham Biodiversity Group.

BLOXHAM PARISH COUNCIL

- xv) Traffic Calming – The Chairman reported that an application had been submitted to the County Council for 20mph speed restrictions in Bloxham, with the support of County Councillor Kieron Mallon. A survey for residents to give their views on the proposal had been published on the Survey Monkey web site and the link had been published on social media and on the Parish Council web site. A paper version would be published in the May 2022 edition of the Broadsheet.

Resolved that:

- 1) the report be noted; and
- 2) the Traffic Calming Working Group consider locating a sign, restricting parking times, on the corner of Stone Hill and the A361. **Action LL**

261/21 Planning

- x) 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:

22/00403/TCA Pitts Orchard, Cumberford, Bloxham,
Tree works

22/00454/DISC Stone Hill House, Stone Hill, Bloxham
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings) of 21/01476/LB

22/00469/DISC Stone Hill House, Stone Hill, Bloxham
Discharge of conditions 3 (slate sample), 4 (timber cladding schedule), 5 (rooflights, doors and windows) & 6 (electricity or gas supply meter housings details) of 21/01505/F

22/00477/F Land Adj To Warriner Game Court, The Warriner School, Banbury Road, Bloxham
Proposed water tank, pump room plant and associated enclosure

22/00632/F Firs Hill, Tadmarton Road, Bloxham
New single storey rear extension with flat roof, new former windows to roof and modest adjustments to existing fenestration

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 that the Parish Council is considering the following planning applications/works to trees: None

- xi) 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.

262/21 Parish Council Matters

- (i) Parish Council Priorities – The Parish Council discussed how to complete a wider consultation on the Parish Council priorities for 2022-2026. The Chairman reported the priorities would be published in the June 2022 edition of the Broadsheet for consultation with residents.

BLOXHAM PARISH COUNCIL

Resolved that:

- 1) the report be noted; and
- 2) if possible, the consultation on the Parish Council priorities also be published in Survey Monkey and advertised on-line. **Action TG**

263/21 Finance

- xx) 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 uncashed payments be noted and the following accounts for payments be approved:

Eco Web Hosting - Email Hosting	£5.99
Theresa Goss – Salary for April 2022	
HMRC – Payment for April 2022	
Oxfordshire County Council – Clerks Pension for April 2022	
Paul Lester – Maintenance of Bus Stops	£615.00
Upton Construction – Maintenance to the access road to Dewey Hall and Jubilee Hall	£85.00
Seckington and Whitehead – Valuation 5 for Works at Jubilee Hall	£10, 242.64
Nigel Prickett – Tidying Up Queen Street Land	£168.00
Cherwell District Council – Emptying Dog Waste Bins for Winter Period	£1338.48
Terry Eden - Materials for the Slade	£274.16
Jenkins Heating and Plumbing Maintenance - Isolating and draining hot water pipework and removing dead leg	£80.00
Jubilee Park Management Committee – Room Hire	£71.00
CPRE – Annual Subscriptions	£36.00
Adderbury Parish Council – Contribution to Clerks SLCC Membership	£52.00
Broxap – Dog Waste Bin for Milton Road/Barford Road Footpath	£286.80
Oxfordshire Association of Playing Fields – Annual Subscriptions	£56.00
Milcombe Parish Council – Fees for Survey Monkey	£106.00
Tax Assist Accounts – Payroll fees for 2022/2023	£293.32
Stephen Phipps – Ink Cartridges	£39.99
Paul Lester – Installation of Dog Waste Bin	£85.00

- xxi) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 4 April 2022.

Resolved that the bank reconciliation as at 4 April 2022 be noted.

264/21 Correspondence – The Chairman reported that a request had been received from St Mary's Church to consider a grant for 2021/2022 as their application had been overlooked by their Treasurer and was not submitted at the correct time, which was in October 2021. It was agreed that a grant application could not be considered outside of the usual process and the Parish Council could consider moving St Mary's Church to the Community Donations section of the budget setting process.

265/21 Exclusion of the Public and Press

BLOXHAM PARISH COUNCIL

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 266/21 & 267/21 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

266/21 Jubilee Hall Project – The Chairman gave an update on the Jubilee Hall project and reported on a letter which had been received from the Jubilee Park Management Committee (JPMC).

Resolved that:

- 1) the report and letter be noted;
- 2) it be noted that the JPMC will be covering the cost of the lighting in the roof void;
- 3) consideration of the request for a meeting between the JPMC and the Parish Council be deferred to a future meeting, from May 2022 onwards, when the new Parish Council has been elected;
- 4) Harbans be asked to clarify when the warranties on the work carried out by KEM commence; and **Action TG**
- 5) the Chairman to visit Aplins Solicitors to review the original lease between the JPMC and the Parish Council.
Action LL/TG

267/21 Bloxham Recreation Ground Play Equipment – The Parish Council discussed a quote from Wicksteed for repairs to the Log World multi-play unit at Bloxham Recreation Ground.

Resolved that:

- 1) the report be noted; and
- 2) the quote from Wicksteed for the repairs to the Log World multi-play unit, be approved. **Action TG**

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

268/21 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held at Jubilee Hall, Barley Close, Bloxham. The meeting would commence at 7.30pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 9 May 2022
- Monday 6 June 2022
- Monday 4 July 2022
- Monday 1 August 2022

269/21 Items for Future Agendas/Items of Information

- Bench in Gascoigne Way
- Condition of the footpath next to Warriner School
- 'Good Neighbour' Leaflet
- Bloxham Recreation Ground Pavilion
- Ability Transport Service

(The meeting ended at 9.00pm)

Chairman – 9 May 2022