

BLOXHAM PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 1 APRIL 2019 AT 7.30PM

PRESENT: Chairman, Councillor Jenny Yates; Councillors Joanna Barton, Amanda Baxter, David Bunn, Steve Craggs, Sophie Floate, Mary Groves, Gloria Lester-Stevens, Leonard Leigh, Nick Rayner and Stephen Phipps.

ALSO IN ATTENDANCE: Theresa Goss (Clerk & Responsible Financial Officer) and District Councillor Christine Heath.

APOLOGIES: Councillor Mike Morris submitted his apologies because he had another appointment, the apologies were accepted and the absence authorised.

Apologies for absence were also received from County Councillor Kieron Mallon and District Councillors Mike Bishop and Andrew McHugh.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, she asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

180/18 DECLARATIONS OF INTEREST

Minute Number 186/18 (v) Motor Fuel Ltd, Bloxham Service Station, South Newington Road, Bloxham - Councillors Joanna Barton and Amanda Baxter declared an interest because they were neighbours to the site of the Service Station.

181/18 MINUTES – Prior to the meeting, the minutes of the meeting held on 20 March 2019 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 20 March 2019 be approved and signed by the Chairman.

182/18 MATTERS ARISING -

Minute Number 171/18 Open Forum – The Chairman asked whether the name of the resident who was hit by the hockey ball could be passed to the Parish Council. Councillor David Bunn advised that he wasn't able to provide those details, but he would advise the Clerk on the date and time of the incident. **Action DB**

183/18 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported on the receipt of an email from the Mid-Cherwell Neighbourhood Planning Group. All 26 of the Parishes who had adopted Neighbourhood Plans, had been invited to a meeting to discuss the best way to influence the Oxfordshire Plan 2050. The available dates were 27 April 2019, 4 May 2019 or 11 May 2019. Councillors were available to attend on 27 April or 4 May 2019. **Action JY**

184/18 OPEN FORUM – Councillor David Bunn reported that it had been brought to his attention the new signs on the permissive paths and public right of way (PROW) on the Circular Walk asking for dogs to be kept on leads, were not entirely correct. He advised that on permissive footpaths, signs could state that dogs must be kept on a lead, but on a PROW, dogs had to be under control but did not have to be on a lead. The Clerk was asked to confirm this advice with Oxfordshire County Council. **Action TG**

If this advice was correct, the signs on the PROW would need to be amended. A local farmer had also raised the issue regarding dog fouling and waste not being collected by owners, as dogs that had not been correctly wormed

could infect sheep and this would cause a loss to his business. The Clerk was asked to put a note in the Broadsheet about this matter and additional signage would be investigated. **Action TG/DB**

It was also reported that a number of people had commented on the good work which Mr Facon had undertaken on the permissive footpath on Hobb Hill.

Councillor David Bunn also reported that there was a 'Good Neighbour Scheme' meeting being held on 16 April 2019 and he would provide more details after 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)

185/18 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – There was no report from the County Councillor.

Councillor Christine Heath reported that Nicky Wells, Environmental Health Protection Officer from Cherwell District Council (CDC) would be objecting to the Motor Fuel Group's (MFG) application for lights on the Londis shop at Bloxham Service Station. The application would possibly be considered by CDC's Planning Committee on 18 April 2019, but if not, it would be considered at the Planning Committee in May 2019.

Councillor Heath also reported that Matthew Chadwick had written to MFG confirming the hours that the Londis lights should be switched on, but he had not received any reply, not even an acknowledgement. Councillors Amanda Baxter and Joanna Barton confirmed that they would address CDC's Planning Committee at whichever meeting it was considered.

Councillor Heath was thanked for her report.

186/18 PLANNING

i) Planning Applications

- 19/00326/F, The Brewhouse Bloxham, Grove Farm, Bloxham Grove Road, Bloxham – The Parish Council considered a retrospective application for the creation of three flower beds and the levelling of gravel area to include the replenishment of existing gravel upon completion of the beds.

Resolved that the Parish Council is unable to make comments on retrospective application 19/00326/F because the ownership of the land and the access rights are not clear. **Action TG**

- 19/00414/F, Dunedin, Courtington Lane, Bloxham – The Parish Council considered a retrospective application for a single storey canopy extension.

Resolved that the Parish Council had no objection to application 19/00414/F. **Action TG**

- 19/00405/F, 21 Greenhills Park, Bloxham – The Parish Council considered an application for a garden renovation, including construction of raised decking.

Resolved that the Parish Council has no objection to application 19/00405/F. **Action TG**

- ##### ii) Consultation – A361 (Banbury to Chipping Norton) – Prior to the meeting, information had been circulated to the Parish Council with regard to proposals for speed limit changes on the A361 from Banbury to Chipping Norton.

Resolved that the Parish Council makes the following comments to the changes to the speed limit on the A361 from Bloxham to South Newington:

With regard to stretch of the A361 from Banbury to Bloxham, there is no need to extend the 30mph past where it is now at the Bloxham Vale roundabout. The limit should be 40mph from this roundabout, down to Wykham crossroads continuing onto Bloxham, where the limit then changes to 30mph as drivers enter the village.

The Parish Council would also request that consideration be given to reducing the speed limit to 20mph through Bloxham, from Bloxham Grove Road to South Newington Road. **Action TG**

- iii) Bloxham Neighbourhood Development Plan (BNDP) Working Group – Prior to the meeting, the minutes of the meeting held on 13 March 2019 had been circulated to the Parish Council.

Resolved that the minutes be noted.

- iv) Warriner School Bus Services – Prior to the meeting, the Parish Council had received a report on the Pupil Transport meeting held on 27 March 2019 at Warriner School.

Resolved that the report be noted.

- v) Bloxham Service Station, Motor Fuel Group (MFG):

- Prior to the meeting, a draft response to the Planning Inspectorate in respect of the Appeal by MFG regarding the retrospective planning application 18/01113/F for the new recessed forecourt canopy lights that had been refused by Cherwell District Council, had been circulated to the Parish Council.

Resolved that the draft response to the appeal be approved. **Action JY/TG**

- The Chairman reported that the Parish Council had sought advice with regard to the process for applying for a review of the 24 hour licence to sell alcohol at Bloxham Service Station.

Resolved that the Parish Council will give consideration to the review of the 24 hour licence to sell alcohol, following the meeting with MFG on Monday 8 April 2019. **Action TG**

187/18 ENVIRONMENT/VILLAGE MATTERS

- i) Walsingham Close Amenity Area – Councillor Nick Rayner advised that he had attended a meeting with regard to the Walsingham Close amenity area and would report back at the next meeting of the Parish Council.

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

- ii) Queen Street – Prior to the meeting, the Parish Council had received a report with regard to the ownership of land in Queen Street.

Resolved that the report be noted and a meeting be arranged between interested parties with regard to the ownership of the land. **Action TG/JY/NR**

- iii) Defibrillator for the Village – Prior to the meeting, the Parish Council had received a report with regard to the proposal for a defibrillator in the village.

Resolved that the report be noted and it be noted that the Bloxham WI has kindly volunteered to contribute to the cost of a defibrillator. **Action DB**

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Wednesday 17 April 2019

- iv) Annual Parish Meeting, 25 April 2019 – The Chairman reminded the Parish Council that the Annual Parish Meeting started at 7pm and Councillors were asked to arrive for 630pm to help set up. Councillor Nick Rayner agreed to take the notes, in the absence of the Clerk.

Resolved that the report be noted.

- v) Scarecrow Festival – Prior to the meeting, the Parish Council had received a report with regard to a proposal for a Scarecrow Festival for the village.

Resolved that the Scarecrow Festival be supported and Councillor Amanda Baxter to liaise with the Funday Committee, with a view to the Festival being held around October 2019. **Action AB/MG**

- vi) Christmas Lights Switch-On – Prior to the meeting, the Parish Council had received a report with regard to the organisation of a Christmas Lights Switch-On for Christmas 2019.

Resolved that Christmas Lights Switch-On be supported and a further report be submitted to the next meeting of the Parish Council. **Action AB/TG**

- vii) Proposed New Footpath – Prior to the meeting, the Parish Council had received information with regard to the proposed modification to Bloxham's Public Rights of Way, to include a new footpath from Greenhills Park to Queen Street.

Resolved that the creation of the footpath from Greenhills Park to Queen Street be supported. **Action TG**

- viii) 'Purple for Polio' – The Chairman reported that if the Parish Council wished to purchase 4000 corms for 'Purple for Polio' from the Rotary Club, the cost would be £106.00. It was suggested that they should be planted on the triangle by Bloxham Primary School. The Chairman also reported that the Boys' Brigade had kindly agreed to plant the corms on behalf of the Parish Council. In support of this charity, it was agreed to order additional corms to be used throughout the village.

Resolved that 8000 corms be purchased from the Rotary Club, for a cost of £212.00 **Action TG**

188/18 PARISH COUNCIL MATTERS

- i) Reports from Parish Council Representatives – Prior to the meeting, reports on Bloxham Funday and Oxfordshire County Council's Peer Review meeting held on 21 March 2019 had been circulated to the Parish Council.

Resolved that the reports be noted.

- ii) Parish Council Meeting Dates – Prior to the meeting, the Parish Council had received a report with regard to meeting dates for 2019.

Resolved that the report be noted and meeting dates be approved, with one amendment which is the removal of the meeting on 18 December 2019.

- iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

Resolved that the report be noted.

189/18 FINANCE

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

Resolved that the following accounts for payment be approved:

Payments	Amount	Cheque No.
Theresa Goss – Salary for April 2019	£1091.27	1491
Theresa Goss – Expenses for April 2019	£75.73	1491
HMRC – Payment for April 2019	£503.43	1492
OCC Pension Fund – April 2019	£425.45	1493
Joanna Barton – Travel expenses to Role and Responsibilities training	£32.85	1494
St Mary’s Parish Rooms – Room Hire for February and March 2019	£40.00	1495
Malcolm Timms – Tender documents and spec for EX-SH project	£534.50	1496
Broxap – Litter and Dog Bins	£608.40	1497
Eton College – Licence fee for Circular Walk	£1.00	1499
Cherwell District Council – Emptying Dog Bins for Winter Season	£960.96	1500
Walker Graham Architects – Jubilee Hall	£660.00	1501
OCC Pension Fund – Unpaid pension contributions from 2018/2019	£108.01	1502
RIBI – Bulbs for the village	£212.00	1503

- ii) Section 106 Project at Jubilee Hall – Councillor David Bunn reported that the foundations had been laid and the project at the Hall was going well.

Resolved that the report be noted.

190/18 CORRESPONDENCE – Councillor Steve Craggs reported that the County Council had agreed that the tree next to a property in Greenhills Park, which was causing damage to the driveway and garage, was their responsibility. The County Council would be arranging for the necessary work to be undertaken, but there was currently no start date for this.

191/18 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 192/18 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

192/18 TREE MANAGEMENT TENDER – Prior to the meeting, the Parish Council had received a report with regard to a brief for a tree management tender.

Resolved that the brief for the tree management tender be approved. **Action NR/SC/TG**

193/18 MEETING DATES

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below. They would all commence at 7.30pm (unless stated otherwise) in St Mary’s Parish Rooms, Bloxham, and reference should be made to the agenda prior to the meeting:

- 17 April 2019
- 25 April 2019 (Annual Parish Meeting) at Jubilee Hall at 7pm
- 13 May 2019
- 21 May 2019

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Wednesday 17 April 2019

- 3 June 2019
- 19 June 2019
- 1 Jul 2019
- 16 July 2019
- 5 August 2019
- 21 August 2019
- 2 Sept 2019
- 17 Sept 2019

194/18 ITEMS FOR THE FUTURE AGENDAS

- Section 106 Funding – Proposed project at Bloxham Recreation Ground
- Christmas Lights Switch-On
- Walsingham Close Amenity Area
- Bloxham Service Station, Motor Fuel Group (MFG) – Review of 24 hour licence to sell alcohol
- Parish On Line Subscription

(The meeting ended at 9.25pm)

Chairman – 17 April 2019