

BLOXHAM PARISH COUNCIL – ENVIRONMENT COMMITTEE

MINUTES OF THE ENVIRONMENT COMMITTEE MEETING HELD AT BLOXHAM PRIMARY SCHOOL, BLOXHAM ON THURSDAY 7 JUNE 2018 AT 7.30PM

PRESENT: Chairman, Nick Rayner, Vice-Chairman, Councillor Steve Craggs; Councillors David Bunn and Gloria Lester-Stevens.

ALSO IN ATTENDANCE (non-voting): Patricia Hopkins, Warden at The Slade Marie Jones and Theresa Goss (Clerk & Responsible Financial Officer).

APOLOGIES: Parish Councillor Mike Hawtin submitted his apologies because he had another appointment, the apology was accepted and the absence authorised.

Parish Councillor Mary Groves submitted her apologies because she had another appointment, the apology was accepted and the absence authorised.

Des Jones, Footpath Warden also submitted his apologies.

1/18 APPOINTMENT OF CHAIRMAN 2018/2019 – Councillor Nick Rayner asked for nominations for the position of Chairman of the Committee for 2018/019. Councillor Nick Rayner was proposed and seconded.

Resolved that Councillor Nick Rayner be appointed as Chairman for 2018/2019.

2/18 APPOINTMENT OF VICE-CHAIRMAN 2018/2019 – The Chairman Nick Rayner asked for nominations for the position of Vice-Chairman of the Committee for 2018/019. Councillor Steve Craggs was proposed and seconded.

Resolved that Councillor Steve Craggs be appointed as Vice-Chairman for 2018/2019.

3/18 DECLARATIONS OF INTEREST – There were no declarations of interest.

Members were reminded that advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice could not be given to Councillors at Committee meetings.

4/18 MINUTES - The minutes of the meetings held on 15 February 2018 were taken as read and duly adopted.

Resolved that the minutes be approved and signed by the Chairman.

5/18 MATTERS ARISING – There were no matters arising.

6/18 THE SLADE – Marie Jones, Warden at The Slade, attended the meeting and reported that since the last meeting on 15 February 2018, there had been five work parties and the following tasks had been completed:

- Attached chicken wire to all remaining boardwalk surfaces;
- Continued re-building the northern culvert headwall;

BLOXHAM PARISH COUNCIL – ENVIRONMENT COMMITTEE

- Constructed additional length of boardwalk and installed existing sleepers along end of Willow Walk;
- Finished off the fencing around culvert entrances;
- Cut back vegetation and overhanging branches from pathways; and
- Collected den building branches for Bloxham Family Fun Day.

Other Activities - In response to the receipt of the Natural England logo file, Marie had requested that a local business made the final amendments to the information sign graphic. She had received quotes from Fitzpatrick Woolmer and Banbury Litho for printing of the graphic onto a tamper/graffiti proof aluminium board. The lead time for Banbury Litho was four days. If they also made a wooden frame, the cost would increase to £800, but the board alone would probably be sufficient.

Marie had been approached by a local resident who would like to run a Woodcraft Folk group using The Slade as a base. This would be for toddler aged children accompanied by parents and would not involve fire lighting. Marie recommended that the Parish Council encouraged this and other local groups to utilise this valuable resource.

David Yates and Marie would be manning a Slade information-giving gazebo at the Bloxham Family Fun Day on Saturday 9 June 2018. Marie would also be running mini-beast hunts and den building activities for children. The intention would be to raise awareness, promote the opening event and recruit more volunteers.

2018 Planning - The next two work parties would be on 10 June and 8 July 2018. The opening event would be on Sunday 15 July 2018 at 2pm. Councillor Stephen Phipps had forwarded a list of people who were involved with the TOE2 bid process who would be invited. No refreshments would be provided.

Marie suggested that there could be a guided walk with the TOE2 representatives and the Chairman of the Parish Council could declare it open. There would also be some activities for children.

The Meadow Cut family event would be held on Wednesday 25 July 2018. Marie would be promoting this on the Broadsheet Facebook page and asking for volunteers to help out with the children's activities on the day.

Planned expenditure: Information sign £150, Austrian scythes £200 and fuel for machinery £50.

Recommended that:

- 1) the report be noted;
- 2) the quote of £143.00 from Banbury Litho be accepted for the sign at The Slade;
- 3) Marie Jones to investigate the cost of the noticeboard for the sign; **Action MJ**
- 4) Woodcraft Folk Group be authorised to use The Slade as a base; and
- 5) when the Slade is officially opened, this will include a guided walk; and **Action MJ**

BLOXHAM PARISH COUNCIL – ENVIRONMENT COMMITTEE

- 6) David Tyrrell be asked if land at the Recreation Ground can be used for disabled parking during the official opening event. **Action TG**

7/18 FOOTPATHS IN BLOXHAM – The Footpath Warden, Des Jones was not present at the meeting however it was reported that there had been some vandalism to the signage on the Circular Walk.

Following a discussion, it was felt that a note should be put in the Broadsheet asking walkers to respect the land and the footpaths and this be incorporated with the information about the opening of The Slade.

Recommended that a note be included in the Broadsheet asking people to respect the signage, land and stiles on the Circular Walk. **Action TG**

8/18 AREAS OF RESPONSIBILITY – Prior to the meeting, the areas of responsibility had been circulated to the Parish Council. These were the specific areas of the village which were monitored by Councillors for issues with street furniture, the highway etc.

It was highlighted that the land at the rear of 64 Winters Way needed to be cut back and trimmed and Nigel Prickett would be asked to complete this work.

It was also reported that the front garden at a property on Tadmarton Road needed to be tidied up and the vegetation was encroaching over the footpath.

Recommended that:

- 1) the areas of responsibility be reviewed so they can be considered at the next Parish Council meeting; **Action NR**
- 2) Nigel Prickett be requested to tidy the land at the rear of 64 Winters Way; and **Action TG**
- 3) Sanctuary Housing be advised of the work required to the front garden of the property on Tadmarton Road and if they do not complete the work, it be referred to the County Council. **Action TG**

9/18 CHRISTMAS TREE/LIGHTING – Councillor Steve Craggs reported that Amey was happy to go ahead with the work to the infrastructure for the Christmas lights, however he was now having difficulties getting a response from his contact.

Following a discussion, it was highlighted that there was still a need for an external plug at Ex-Serviceman's Hall and Councillor Craggs or the Chairman would make contact with Robert Aplin.

Recommended that the report be noted.

10/18 GRITTING PROCESS AND GRIT BINS – The Clerk reported that there had been requests for a new grit bin on Golby Road (the new Bovis development) and an extra grit bin on Winters Way, by the steps.

BLOXHAM PARISH COUNCIL – ENVIRONMENT COMMITTEE

The Committee felt that although Paul Wilson at the County Council had agreed to install a grit bin on Golby Road, it should be the responsibility of either Bovis or the Management Company for the estate to arrange this.

With regard to the request for an extra grit bin in Winters Way, the Committee felt that because there was already a grit bin on Winters Way and because it would be difficult to fill a bin at this location by the steps, an additional bin should not be installed.

Recommended that grit bins on Winters Way and Golby Road not be installed by the Parish Council.

- 11/18 WALSINGHAM CLOSE AMENITY AREA** – Councillor Steve Craggs reported on some suggested ideas for the amenity area in Walsingham Close. He had also been in contact with a resident, following the letters sent by the Clerk.

Following a discussion, it was felt that Councillor Craggs should contact local businesses and obtain some design ideas and costings for the Committee to consider at its next meeting.

Recommended that further information be submitted to the next meeting of the Committee.
Action SC

- 12/18 COMMUNITY EMERGENCY PLANNING** – The Clerk reported that Carol MacKay had attended the Annual Parish Meeting in Adderbury and the information which was presented was very informative and useful to the Parish Council and the village. In particular, there were a number of useful leaflets advising how communities could help themselves in an emergency and also how the Parish Council could develop a Community Emergency Plan.

Recommended that Carol MacKay be invited to attend the meeting of the Parish Council on 3 September 2018. **Action TG**

- 13/18 BENCH SURVEY** – Councillor Steve Craggs reported that he had been unable to progress the bench survey and Councillor David Bunn volunteered to take responsibility for the survey, from Councillor Craggs.

Recommended that a progress report on the bench survey be submitted to the next meeting of the Committee. **Action TG/DB**

- 14/18 ENVIRONMENT BUDGET 2018/2019** – Prior to the meeting, the Clerk had circulated to the Committee, the budget from 1 April 2018 to 7 June 2018.

Recommended that the report be noted.

- 15/18 DATE OF NEXT MEETING** – To be confirmed.

(The meeting ended at 9.00pm)