

BLOXHAM PARISH COUNCIL

MONDAY 1 APRIL 2019

Clerk & Responsible Financial Officer
Theresa Goss
3 Tanners Close
Middleton Cheney
Banbury, OX17 2GD

(01295) 710965
bloxhampc@aol.com
www.bloxhamparishcouncil.co.uk

25 March 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 1 April 2019 at 7.30pm** in **St Mary's Parish Rooms, Bloxham**, to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Christine Heath, Mike Bishop and Andrew McHugh and County Councillor Kieron Mallon are also invited to attend.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – To welcome the Councillors and the public to the meeting. **7:30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting. **7:30pm**
Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
3. **Declarations of Interest**
 - (a) *To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*
 - (b) *To consider any Dispensation Requests received by the Parish Clerk and not previously considered.*

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
7:30pm – 7:35pm
4. **Minutes** - To confirm the minutes of the meetings held on 20 March 2019. **(Attached)**
7:35pm – 7:40pm
5. **Matters Arising** - To discuss any issues arising from the minutes of 20 March 2019.
7:40pm – 7:50pm
6. **Chairman's Announcements**
7:50pm – 8:00pm

7. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.
8:00pm – 8:10pm
8. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.
8:10pm – 8:20pm
9. **Planning Matters**
- i) Planning Application - To consider the following planning applications:
- 19/00326/F, The Brewhouse Bloxham Grove Farm Bloxham Grove Road Bloxham - RETROSPECTIVE - Creation of 3 No flower beds and the leveling of gravel area to include the replenishment of existing gravel upon completion of the beds
 - 19/00414/F, Dunedin, Courtington Lane, Bloxham - Retrospective single storey canopy extension.
 - 19/00405/F, 21 Greenhills Park Bloxham - Garden renovation including construction of raised decking
- ii) Consultation – A361 (Banbury to Chipping Norton) – To discuss the proposed speed limit changes. **(Information previously circulated)**
- iii) Bloxham Neighbourhood Development Plan (BNDP) Working Group – To note the minutes of the meeting held on 13 March 2019. **(Report to follow)**
- iv) Warriner School Bus Services – To receive a report on the Pupil Transport meeting held on 27 March 2019. **(Report to follow)**
- v) Bloxham Service Station, Motor Fuel Group (MFG):
- To approve the response to MFG 18/01113/F for the new recessed forecourt canopy lights (retrospective). **(Report to follow)**
 - To discuss the review of the 24 hour licence to sell alcohol.

Plans can be viewed at <https://www.cherwell.gov.uk/info/115/planning/443/see-or-comment-on-a-planning-application23as>

8:20pm – 8:40pm

10. **Environment/Village Matters**

- i) Walsingham Close Amenity Area – To receive a progress report on the proposed works to the Walsingham Close Amenity Area. **(Report to follow)**
- ii) Queen Street – To discuss the ownership of the land in Queen Street. **(Report to follow)**
- iii) Defibrillator for the Village – To receive an update on the proposal for a defibrillator in the village. **(Report to follow)**
- iv) Annual Parish Meeting, 25 April 2019 – To discuss the final arrangements for the Annual Parish Meeting.
- v) Scarecrow Festival – To discuss a Scarecrow Festival for the village. **(Report to follow)**
- vi) Christmas Lights Switch-On – To discuss organising a Christmas Lights Switch-On for Christmas 2019. **(Report to follow)**

vii) Proposed New Footpath – To discuss the proposed modification to Bloxham’s Public Rights of Way to include a new footpath from Greenhills Park to Queen Street. **(Information previously circulated)**

viii) ‘Purple for Polio’ – To discuss the purchase of bulbs for 2019. **(Information to follow)**
8:40pm – 9:00pm

11. **Parish Council Matters**

- i) Reports from Parish Council Representatives – To receive reports from the Parish Council’s Representative on other bodies:
 - Report from Oxfordshire County Council’s Peer Review meeting held on 21 March 2019
 - Bloxham Funday
- ii) Parish Council Meeting Dates – To discuss the meeting dates for 2019.
- iii) Councillors Training Courses – The following training courses are available to Councillors:

Date	Subject	Half/full day	location
Wednesday April 17 th	Risk Management for parish councils	Half/morning	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
	Strategic Planning. Where is your council going? Thinking more strategically about serving your community	Half/afternoon	
Wednesday May 15 th	Allotment management for parish councils	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday June 19 th	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Saturday 6 th July	Roles and Responsibilities for new councillors and clerks	Full day note 9.30am start	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday July 17 th	Chairmanship skills	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday September 18 th	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 nd	Budgeting and financial management for councillors	Half/ morning	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	VAT for clerks (and councillors)	Half/ afternoon	

9:00pm – 9:10pm

12. **Financial Matters**

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment. **(Report to follow)**

- ii) Section 106 Project – To receive a progress report on the project at Jubilee Hall. **(Report to follow)**
9:10pm – 9:20pm
13. **Correspondence** - Items of correspondence will be circulated to members. **9:20pm**
14. **Public and Press** - To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 15 on the grounds that it could involve the likely disclosure of private and confidential information.
9:20pm
15. **Tree Manager** – To discuss the brief for the appointment of a Parish Council Tree Manager. **(Report to Follow)**
9:20pm - 9:30pm
16. **Meeting Dates** - Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.30pm in St Mary's Parish Rooms, Bloxham, unless stated otherwise:
- 17 April 2019
 - 25 April 2019 (Annual Parish Meeting)
 - 13 May 2019
 - 21 May 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
 - 7 Oct 2019
 - 16 Oct 2019
 - 4 Nov 2019
 - 19 Nov 2019
 - 2 Dec 2019 (Only one meeting in December 2019)
- 9:30pm**
17. **Items for Future Agendas/Items of Information**
- Section 106 Funding – Projects at Bloxham Recreation Ground & the Ex-Servicemen's Hall
- 9:30pm**

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety, and Human Rights.

Parish Council 'Drop-in and Chat' Sessions are usually held on second Saturday of the month, at the Ex-Serviceman's Hall from 10.30am to 11.30am. Residents are invited along to meet their Parish Councillors and discuss any items affecting the village.

Next Sessions: Saturday 13 April 2019 (**Councillors Amanda Baxter and Leonard Leigh**) and 11 May 2019 (Councillors Steve Craggs and David Bunn)
at the Ex-Servicemen's Hall, Bloxham

All reports and minutes are available on the Parish Council website

www.bloxhamparishcouncil.co.uk