

# BLOXHAM PARISH COUNCIL

WEDNESDAY 20 MARCH 2019

Clerk & Responsible Financial Officer  
Theresa Goss  
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13 March 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Wednesday 20 March 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 4 March 2019. **(Attached)**  
**7:35pm – 7:40pm**
5. **Matters Arising** - To discuss any issues arising from the minutes of 4 March 2019.  
**7:40pm – 7:50pm**

6. **Chairman's Announcements**

- Meeting with Oxfordshire County Council with regard to the proposed footpath between Greenhills Park and Queen Street
- Withdrawal of the School Bus Service from the Astons to Warriner School in September 2019

**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) To consider the following planning application:

- 19/00289/ADV, Motor Fuel Ltd, Bloxham Service Station, South Newington Road, Bloxham – Synergy forecourt signage: Pump livery x 8, "Blade" pump spreader x 3, "Koala" signs x 4
- 19/00308/LB, The Web Church Street Bloxham - Replacement of 5 No existing windows, 3 No lintels and front door
- 18/01852/F, Dewey Sports Centre Barley Close Bloxham - External security lights to the car park and building at The Dewey Sports Centre

ii) Bloxham Service Station:

- To discuss the outcome of the meeting with Matthew Chadwick at Cherwell District Council; and
- Review the response to the forthcoming appeal lodged by MFG 18/01113/F for New recessed forecourt canopy lights - Retrospective

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) Baptist Church Meeting – To note the report following a meeting with the Baptist Church. **(Report to follow)**

ii) Water Lane Bridleway – To note the report following a meeting with Tim Seton from Bloxham School about signage on the Bridleway. **(Report to follow)**

**8:40pm – 8:50pm**

11. **Parish Council Matters**

i) Twice Monthly Parish Council Meetings – To complete a review of the twice monthly Parish Council meetings. **(Report to follow)**

ii) Reports from Parish Council Representatives – To receive reports from the Parish Council's Representative on other bodies.

- Rural Police Meeting held on 6 March 2019 at Deddington Fire Station. **(Report to follow)**

iii) Traffic Calming Working Group – To note the minutes of the meeting held on 11 March 2019. **(Report to follow)**

- iv) Drop-In and Chat – To receive a report from the Drop-in and Chat session held on 16 March 2019. **(Report to follow)**
- v) Councillors Training Courses – The following training courses are available to Councillors:

Date	Subject	Half/full day	location
Thursday March 21 <sup>st</sup>	The Clerks Year, essential tasks on a month by month basis	Full day	Warwick Hall, Burford OX18 4RY
Wednesday April 17 <sup>th</sup>	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 <sup>th</sup>	Allotment management for parish councils	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday June 19 <sup>th</sup>	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Saturday 6 <sup>th</sup> 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 <sup>th</sup>	Chairmanship skills	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday September 18 <sup>th</sup>	Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 <sup>nd</sup>	Budgeting and financial management for councillors	Half/ morning	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	VAT for clerks (and councillors)	Half/ afternoon	

**8:50pm – 9:10pm**

**12. Financial Matters**

- i) Accounts for Payment - To approve the accounts for payment. **(Report to follow)**
- ii) Members' Allowances Scheme 2019/2020 – To note the report of the Independent Parish Remuneration Panel and agree Members' Allowances for 2019/2020. **(Report to follow)**
- iii) Section 106 Projects - To receive progress reports on:
- the project at Jubilee Hall;
  - the project at Ex-Servicemen's Hall; and
  - the proposed new project at the Recreation Ground.
- (Reports to follow)**

**9:10pm – 9:20pm**

- 13. Correspondence** - Items of correspondence will be circulated to members. **9:20pm**

14. **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:

- 1 April 2019
- 25 April 2019 (Annual Parish Meeting)
- 13 May 2019
- 10 June 2019
- 1 July 2019

**9:20pm**

17. **Items for Future Agendas/Items of Information**

**9:20pm**

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](http://www.bloxhamparishcouncil.co.uk)