

BLOXHAM PARISH COUNCIL

MONDAY 3 SEPTEMBER 2018

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

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

28 August 2018

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 3 September 2018 at 7.00pm** 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. **7:00pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting. **7:00pm**
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

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.
7:00pm – 7:05pm

4. **Presentation On Emergency Planning** – To receive a presentation from Carol MacKay, Oxfordshire County Council's Emergency Planning Officer.
7:05pm – 7:35pm
5. **Minutes** - To confirm the minutes of the meetings held on 6 August 2018 (**Attached**)
7:35pm – 7:40pm
6. **Matters Arising** - To discuss any issues arising from the minutes of 6 August 2018.
7:40pm – 7:50pm

7. **Chairman's Announcements**

- Update on Bloxham Service Station and the meeting held on 28 August 2018 at Cherwell District Council
- Community Infrastructure Fund Meeting – Wednesday 5 September 2018 at 7pm at Jubilee Hall for all Councillors and village organisations interested in receiving more information on the Fund
- Strategic Plan Meeting – Thursday 13 September 2017 at 7.30pm at Godswell Park for all Councillors
- Cherry Tree Centre Meeting – Monday 17 September 2018 at 1.30pm at Bloxham Primary School for the Chairman, Vice-Chairman, Clerk and County Councillor Kieron Mallon
- Oxfordshire County Council's 'Commitment to Thriving Communities' event - Thursday 4 October 2018 at Banbury Town Hall, 1 Bridge Street, Banbury from 6 to 9pm for all Councillors

7:50pm – 8:00pm

8. **Open Forum** – Members of the public are invited to raise any items which concern the Parish.

8:00pm – 8:10pm

9. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.

8:10pm – 8:20pm

10. **Planning** - To discuss any planning items, not covered within the minutes of the Planning Committee (item 12i)

8:20pm – 8:25pm

11. **Village Matters**

- i) Parish Council's Storage Container at Jubilee Park – To discuss the removal of the container stored at Jubilee Park before work on the Hall commences.

8:25pm – 8:30pm

12. **Parish Council Matters**

- i) Committee Minutes and Recommendations. If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting

- Environment Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting is scheduled for Monday 24 September 2018 at 7.30pm at Bloxham Primary School.
- Resources Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting is scheduled for Thursday 15 November 2018 at 1730pm.
- Planning & Strategy Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting is scheduled for Monday 10 September 2018 at 7.30pm at Bloxham Primary School.
- Staffing Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council

ii) Parish Council Reports

- Drop-In and Chat – Report from the Drop-In and Chat held on Saturday 11 August 2018. The next session at the Ex-Servicemen's Hall is being held on Saturday 8 September 2018.

iii) Councillors Training Courses – The following training courses are available to Councillors:

- Code of Conduct – Thursday 12 September 2018 at 5pm at Cherwell District Council, Bodicote House, Bodicote, Banbury for all Councillors, especially new Councillors

- Roles & Responsibilities – Wednesday 19 September 2018 at Civic Hall, Britwell Road, Didcot for new and less experienced councillors (full day)
- GDPR, Progress on Implementation – Wednesday 17 October 2018 at Civic Hall, Britwell Road, Didcot for all Councillors (half day)
- Planning, How Town and Parish councils fit into the planning system and how to make effective responses to planning applications – Thursday 15 November 2018 at Committee Rooms 1 and 2, Woodgreen Office, West Oxfordshire District Council, Witney (half day)

8:30pm – 8:40pm

13. **Finance**

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(To follow)**
- ii) Section 106 Funds - To receive an update on the progress with the following projects:
 - Jubilee Hall;
 - Ex-Serviceman's Hall; and
 - Phase two of the two play equipment projects;
- (iii) Internal Audit 2018/2019 – To appoint Arrow Accounting to complete the Internal Audit for 2018/2019.

8:40pm – 8:50pm

14. **Correspondence** - Items of correspondence will be circulated to members. **8:50pm**

15. **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 items numbered 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information. **8:50pm**

16. **Queen Street Maintenance Work** – To approve the quotes for the works to the land in Queen Street and to the footpath from Queen Street to Greenhills Park. **8:50pm – 8:55pm**

17. **Christmas Lights** – To discuss the quote for the Christmas lights. **8:55pm – 9:10pm**

18. **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 October 2018
- 5 November 2018
- 3 December 2018

9:10pm

19. **Items for the Next Agenda/Items of Information 9:10pm**

Parish Council 'Drop-in and Chat' Sessions are 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 Session: Saturday 8 September 2018 at the Ex-Servicemen's Hall, Bloxham
All reports and minutes are available on the Parish Council website
www.bloxhamparishcouncil.co.uk**