

# BLOXHAM PARISH COUNCIL

MONDAY 5 AUGUST 2019

Clerk & Responsible Financial Officer  
Theresa Goss  
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30 July 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 5 August 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/Recording of Meetings** – To welcome Councillors and the public to the meeting and advise on the procedure for the recording of meetings.  
**7:30pm**

2. **Apologies for absence** - To receive any apologies for absence from the meeting.

*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.*

**7:30pm**

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 16 July 2019. **(Attached)**  
**7:35pm – 7:40pm**

5. **Matters Arising** - To discuss any issues arising from the minutes of 16 July 2019. **7:40pm – 7:50pm**

6. **Chairman's Announcements**

- Progress with the installation of the three new benches
- Graffiti in the Village
- Disabled Access to the Circular Walk

**7:50pm – 8:00pm**

7. **Open Forum** - Residents of the village 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**

i) Planning Applications - To consider the following planning applications:

- 19/01167/F, 95 Courtington Lane Bloxham, First floor front extension. New windows and timber cladding. New front canopy. **(Information Previously Circulated)**
- 19/01156/LB, Stone Hill House Stone Hill Bloxham, Internal Alterations - Removal of an internal wall and associated alterations. **(Information Previously Circulated)**

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

ii) Gladman Developments Limited, Proposed Planning Application on South Newington Road, Bloxham – To consider the request from Gladman Developments Limited for a meeting to enable to Parish Council to be briefed on their proposed development concerning 95 houses on South Newington Road, Bloxham. **(Information Previously Circulated)**

iii) Local Transport and Connectivity Plan – To make comments on the Local Transport and Connectivity Plan. **(Information Previously Circulated)**

**8:20pm – 8:40pm**

10. **Environment/Village Matters**

i) Consultation A361 Pelican Crossing & Shared Cycle Way – To make comments on the consultation document. **(Information Previously Circulated)**

ii) Drop-in and Chat – To note the issues brought to the attention of the Parish Council at the Drop-in and Chat held on 13 July 2019. **(Report to follow)**

iii) Relocation of Village Planters – To discuss the relocation of the village planters, currently located on the A361 by Ells Lane/Bloxham Grove Road. **(Information Previously Circulated)**

iv) Scarecrow Festival – To discuss a Scarecrow Festival for the village. **(Report to follow)**

**8:40pm – 9:00pm**

11. **Parish Council Matters**

i) Parish Council Vacancy – To consider any applications for co-option onto the Parish Council

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

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

date	subject	Half/full day	trainer	location
Wednesday September 18 <sup>th</sup>	13. Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 <sup>nd</sup>	14. Budgeting and financial management for councillors  15. VAT for clerks (and councillors!)	Half/ morning  Half/ afternoon	Steve Parkinson	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
Thursday 21 <sup>st</sup> November	16. Planning – How local councils fit into the planning system and effective responses to planning applications	Half/ morning	Phil Shaw	West Oxfordshire District Council, Witney, OX28 1NB

**9:00pm – 9:05pm**

**12. Financial Matters**

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(Report to follow)**
- ii) Jubilee Hall, Section 106 Project – To approve the quotes for the kitchen and canopies at Jubilee Hall and agree an amendment to the lease between the Parish Council and the Jubilee Park Management Committee. **(Report to follow)**

**9:05pm – 9:10pm**

**13. Correspondence** – Items of correspondence will be circulated to members. **9:10pm**

**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:

- 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) **9:10pm**

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

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 Session:** Saturday 10 August 2019 (Councillors Joanna Barton and Gloria Lester-Stevens)  
All reports and minutes are available on the Parish Council website [www.bloxhamparishcouncil.co.uk](http://www.bloxhamparishcouncil.co.uk)