

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST MARY'S PARISH ROOMS, HIGH STREET, BLOXHAM ON MONDAY 2 MARCH 2020 AT 7.30PM

**PRESENT:** Chairman, Councillor Steve Craggs; Councillors Joanna Barton, Amanda Baxter, Sophie Floate, Gloria Lester-Stevens, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Kirsty Rose.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk & Responsible Financial Officer), District Councillor Christine Heath, Marie Jones (Warden at The Slade), Jennifer Ballinger (Cherwell District Council's Conservation Officer) and eight members of the public.

**APOLOGIES:** Councillor David Bunn submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

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

Councillor Mike Bishop also submitted his apologies.

The Chairman welcomed everyone to the meeting and also reminded the Councillors and the public that recording of the meeting was permitted. However, he asked that should anyone wish to record the proceedings, could they please advise the Parish Council so that this could be facilitated.

### **271/19 Declarations of Interest**

Minute Number 279/19, Planning Application 20/00272/F, Bloxham School, Banbury Road, Bloxham

Councillor Mike Morris declared an interest in this application because he was an employee of Bloxham School.

Councillor Kirsty Rose declared an interest in this application because she was an employee of Bloxham School.

Councillor Sophie Floate declared an interest in this application because her husband was an employee at Bloxham School.

**Resolved** that the interests be noted.

**272/19 Conservation Area Re-Appraisal** – Jennifer Ballinger, Cherwell District Council's Conservation Officer attended the meeting to discuss the Bloxham Conservation Area Re-Appraisal. Part of the discussion included reference to Article 4 of the Town and Country Planning (General Permitted Development) Order 1995.

Jennifer advised on the changes which had been made to the previous Appraisal, including amendments which reflected changes to the village. There had also been tweaks to the boundary since the previous appraisal in 2007. Jennifer encouraged the Parish Council to make reference to the Appraisal when making comments on planning applications.

The deadline for comments on the consultation process was 23 March 2020 and the Chairman advised that this matter would be discussed at the meeting on 17 March 2020. The Parish Council's comments would then be submitted to Cherwell District Council.

The Chairman raised the issue of the use of Article 4 of the Town and Country Planning (General Permitted Development) Order 1995. Jennifer advised that if the Parish Council wished to use Article 4, which involved the removal of permitted development rights, it could be handled as a separate consultation. Article 4's had not yet been designated anywhere in the District but a request could be made for Bloxham in the feedback on the consultation process. However Jennifer emphasised that if Article 4 was applied to Bloxham, it would not stop

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permission being granted for changes to buildings in the Conservation Area, it would mean that permission for changes usually allowed under permitted development rights, would now involve making a planning application for them, in the usual way. If the Parish Council supported the application of Article 4, there could be a referendum in the village to establish whether or not this was supported by residents.

Jennifer confirmed that the Appraisal cross-referenced with the Bloxham Neighbourhood Development Plan and if the Parish Council declared a climate emergency, this could also be included in the Appraisal.

Jennifer was thanked for attending the meeting and left that this point.

**Resolved** that the report be noted.

**273/19 Minutes** – Prior to the meeting, the minutes of the meetings held on 18 February 2020 had been circulated to the Parish Council and were taken as read.

**Resolved** that the minutes of the meetings held on 18 February 2020 be approved and signed by the Chairman.

### **274/19 Matters Arising**

Minute Number 257/19, Matters Arising, 'No Parking' Signs – The Chairman advised that he would pass the signs to Geoff Mollard to be placed in grass verge at the end of Kings Road. Councillor David Bunn had also spoken to the contractors who had been working at a property in Little Bridge Road and works to reinstate the grass verge outside the Joiners Arms, would be undertaken once the project had been completed.

Minute Number 257/19 Matters Arising, Miller Homes – The Chairman reported that he was still following up with Cherwell District Council, all of the outstanding issues at the site.

Minute Number 257/19 Matters Arising, Resurfacing of A361 – The Clerk and Councillor Stephen Phipps had both contacted County Councillor Kieron Mallon with regard to the resurfacing of the A361 from Strawberry Terrace to Warriner School, but were yet to receive a response. **Action SC**

Minute Number 259/19, Open Forum, 75<sup>th</sup> Anniversary of VE Day – Councillor Stephen Phipps reported that the Jubilee Hall Management Committee had considered holding an event at the Hall. However, the Hall was already booked on 8 May 2020 and because it was so close to Bloxham Funday, the Committee did not have the resources to organise an additional event.

Minute Number 266/19, Correspondence, Dog Mess in Kings Road – The Chairman reported that he had contacted the resident who had been keen to see the Parish Council take action on this matter, inviting him to take forward new initiatives to address this issue. The Chairman was awaiting a response.

**275/19 Chairman's Announcements** – No items.

**276/19 Open Forum** – A resident addressed the Parish Council with regard to her concerns relating to climate issues and supported the Parish Council's consideration of declaring a climate emergency.

A resident also addressed the Parish Council with regard to the recommendations of the Warden at The Slade, that there should only be one entrance to the Local Nature Reserve, which was via the Recreation Ground.

*(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)*

**277/19 Reports from County and District Councillors** – There was no report from County Councillor Kieron Mallon.

District Councillor Christine Heath reported that the planning application for the food waste machine at Bloxham School would probably be approved by Cherwell District Council. Councillor Heath had spoken to Cherwell District Council planning officers about the screening and the colour of the shed.

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With regard to application 19/02849/F at Brickhouse Farm, Bloxham Road, Milton, information from Milton Parish Meeting had been forwarded to the Parish Council.

Councillor Heath also advised that she had received a report from a resident with regard to work which had been completed at the entrance to Bloxham Nursery in Ells Lane. Councillor Heath did not believe that permission had been obtained for these works and she would contact Cherwell District Council about the matter. The Clerk was also asked to contact the Planning Officer for the original application and ask for confirmation as to whether the changes which had been made were approved within that application, or whether a new application was required.

### **Action TG**

Councillor Heath was thanked for her reports.

**Resolved** that the reports be noted.

### **278/19 Planning**

i) Planning Applications:

- 20/00272/F, Bloxham School, Banbury Road, Bloxham - The Parish Council considered a retrospective application for the installation of an environmentally friendly food waste machine to the north of the main school kitchen, set within a wooden shed and landscaping and associated works.

**Resolved** that the Parish Council has no objection to application 20/00272/F, subject to the structure being painted green to ensure it complements the surrounding buildings and landscapes and the shrubs which shield the structure, must be retained. **Action TG**

- 19/02849/F, Brickhouse Farm, Bloxham Road, Milton – The Parish Council considered an application for the change of use of land and three agricultural buildings to a D1 Training Use.

**Resolved** that Bloxham Parish Council has no objection to application 19/02849/F. **Action TG**

### **279/19 Environment/Village Matters**

i) Replacement Benches – Prior to the meeting, the Parish Council had received a report with regard to replacing two benches in the village.

**Resolved** that:

- 1) two new benches be purchased and quotes be obtained; **Action DB/TG**
- 2) one bench be located at the junction of Station Road and Queens Street; and
- 3) authority be delegated to the Chairman and Councillor David Bunn to decide where the other bench will be located. **Action SC/DB**

ii) Fencing/Access Points to The Slade – Prior to the meeting, the Parish Council had received a report with regard to the access points to The Slade and also the fencing between The Slade and the Miller Homes Country Park.

**Resolved** that:

- 1) it be confirmed that there is only one access to the Slade from Bloxham Recreation Ground and there be no additional access from the Country Park on the Miller Homes site;
- 2) a quote be obtained for new fencing around The Slade to ensure there is no access between Country Park and The Slade, to protect the environment; **Action TG**
- 3) the third gate around the balancing pond be locked; and **Action KR/SC**
- 4) contact be made with David Peckford with regard Miller Homes not completing the fencing between the site and The Slade. **Action SC**

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- iii) Bloxham Annual Parish Meeting – The Parish Council noted that the Annual Parish Meeting was being held on Thursday 16 April 2020 and all residents were invited to attend.

**Resolved** that:

- 1) the report be noted; and
- 2) Bloxham WI be asked to provide the refreshments for the meeting. **Action TG**

- iv) Declaring a Climate Emergency – The Parish Council discussed whether or not it should declare a climate emergency in Bloxham and prior to the meeting, the Chairman had circulated a report.

**Resolved** that a climate emergency be declared in Bloxham and this be progressed at future meetings.  
**Action SC/TG**

### 280/19 Parish Council Matters

- i) Drop-In and Chat – Prior to the meeting, a report on the Drop-In and Chat held on 8 February 2020 had been circulated to the Parish Council.

**Resolved** that:

- 1) the report be noted; and
- 2) Bloxham School be contacted to alert them to the fact that the drain under the Deer Park, is potentially blocked. **Action TG**

- ii) Parish Council Representatives – Prior to the meeting, Councillor Gloria Lester-Stevens had circulated a report on the meeting with residents with regard to the Queen Street land.

Councillor Nick Rayner advised the Parish Council that he would be forwarding to Dave Harrison at Oxfordshire County Council, the initial list of potential traffic calming measures which the Parish Council would like to be introduced in the village.

**Resolved** that the reports be noted.

- iii) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

**Resolved** that the report be noted.

### 281/19 Finance

- i) Accounts for Payment & Bank Reconciliation - The Clerk submitted to the Parish Council, the accounts for payment

**Resolved** that the bank reconciliation be noted and the following accounts for payment be approved:

Payments	Amount	Cheque No.
Theresa Goss – Salary for March 2020	£940.78	1670
Theresa Goss – Expenses for March 2020	£42.51	1670
HMRC Payment for March 2020	£345.14	1671
OCC Pension Fund – Clerk’s Pension Payment for March 2020	£355.21	1672
Oxfordshire Association of Local Councils – Annual Subs	£724.27	1673
Oxfordshire Playing Field Association – Annual Subs	£53.00	1674
St Mary’s Parish Rooms – Room Hire	£90.00	1675
Theresa Goss – Drop Box Annual Renewal	£95.88	1676

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Theresa Goss – Camera for The Slade	£231.87	1677
Viking – Stationery	£37.42	1678
S. Craggs – Locks for gates at the Miller Homes balancing pond	£341.96	1679

**282/19 Correspondence** – There was no further correspondence.

### **283/19 Exclusion of the Public and Press**

**Resolved** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 284/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**284/19 Section 106 Project, Jubilee Hall** – The Chairman and Councillor Stephen Phipps gave an update on the project at Jubilee Hall, the issues which were still outstanding and the progress which had been made.

**Resolved** that the report be noted.

### **285/19 Meeting Dates**

**Resolved** that it be noted that, future meeting dates for Bloxham Parish Council are as stated below. They would all commence at 7.30pm (unless stated otherwise) in St Mary's Parish Rooms, Bloxham, and reference should be made to the agenda prior to the meeting:

- Tuesday 17 March 2020
- Monday 6 April 2020 (Only one meeting in April 2020)
- Thursday 16 April 2020 (Annual Parish Meeting at Warriner School Hall)
- Monday 4 May 2020
- Wednesday 20 May 2020 (At Bloxham Primary School)
- Monday 1 June 2020
- Tuesday 16 June 2020
- Monday 6 July 2020
- Tuesday 14 July 2020
- Monday 3 August 2020 (Only one meeting in August 2020)
- Monday 7 September 2020
- Wednesday 16 September 2020 (At Bloxham Primary School)
- Monday 5 October 2020
- Tuesday 20 October 2020
- Monday 2 November 2020
- Tuesday 17 November 2020
- Monday 7 December 2020 (Only one meeting in December 2020)

### **286/19 Items for Future Agendas**

- Bloxham Conservation Area Re-Appraisal Comments, including Article 4
- Fencing at The Slade
- Dog Friendly Stiles
- Queen Street legal advice
- Kissing gates
- VE Day Celebrations & Parish Council Funding
- Oxfordshire County Council's Fix My Street Super Users
- Lamp post in Barford Road

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(The meeting ended at pm)

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Chairman – 17 March 2020