

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT JUBILEE HALL, BARLEY CLOSE, BLOXHAM ON MONDAY 7 NOVEMBER 2022 AT 7.30PM

PRESENT: Chairman, Councillor David Bunn; Councillors Russell Avens, Joanna Barton, Richard Boyce and Mike Fenner.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Adam Nell and two members of the public.

103/22 Apologies – District Councillor David Hingley submitted his apologies.

Resolved that the apologies be noted.

104/22 Declarations of Interest – There were no declarations of interest.

105/22 Minutes – Prior to the meeting, the minutes of the meeting held on 3 October 2022 had been circulated to the Parish Council and were taken as read.

Resolved that the minutes of the meeting held on 3 October 2022 be approved and signed by the Chairman.

106/22 Matters Arising

Minute Number 93/22 - Open Forum – The Chairman reported that he had contacted the Primary School with regard to the Lollypop Lady, but he had not yet received a reply. This would be followed up again by the Chairman.
Action TG

107/22 Chairman's Announcements

- Remembrance Sunday 2022 – The Chairman would laying a wreath on behalf of the Parish Council at the Bloxham Remembrance Sunday Service on 13 November 2022 at 1030am at the War Memorial.
- Meeting with Matthew Barber, Police and Crime Commissioner for Oxfordshire – The Chairman would attend the meeting on Wednesday 16 November 2022 at 7.30pm at Milcombe Village Hall and issues with drug dealing in Bloxham would be highlighted.
- Parish Liaison Meeting (Virtual) – All Councillors encouraged to attend this event, being run By Cherwell District Council on Thursday 17 November 2022.
- Code of Conduct Training – This was being held on Wednesday 23 November 2022 at Cherwell District Council, Bodicote House, Bodicote, Banbury and all Councillors were encouraged to attend.

108/22 Open Forum – A resident addressed the Parish Council with regard to parking around the village when Bloxham School held rugby matches on a Saturday afternoon. The parking was spilling over onto the surrounding roads and footpaths on Courtington Lane, particularly opposite junction on Little Bridge Road and there were examples of dangerous and inconsiderate parking of vehicles. The issue would be raised with Bloxham School. **Action DB/TG**

A developer of a proposed site for housing on Ells Lane had circulated information to the village. The Parish Council had been invited to meet with the developer to obtain further information, but Councillors did not feel it was appropriate. The developer would be advised accordingly. **Action TG**

Another resident reported that the drains from the Courtington Lane junction with the A361 up towards the Primary School were blocked and she had concerns about localised flooding should there be heavy rainfall. The resident had reported this to 'Fix My 'Street' and the Clerk would also highlight this to the Highways Officer. **Action TG**

(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)

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109/22 Reports from County and District Councillors – District Councillor Adam Nell reported that the County Council had launched a new initiative on road safety, 'Zero Vision' and a summit was being held on 24 November 2022. The aim was to reduce road accidents to zero by 2040. Councillor Nell would report back to the Parish Council on the outcomes from the summit at the next meeting.

Councillor Nell also advised on a number of initiatives which Cherwell District Council had launched with regard to supporting residents through the cost of living crisis.

It was also likely that in the November Budget, District Councils would find that their funding would decrease and as a result, there would be cuts to services in the District.

Councillor Nell was thanked for his report.

Prior to the meeting, District Councillor David Hingley had contacted the Chairman and Clerk with an update on a number of actions, including the air quality review and the Parish Council had been asked to confirm where on High Street the readings should be taken. **Action DB/TG**

Resolved that the reports be noted.

110/22 Environment/Village Matters

- i) Burial Ground – The Clerk provided an update on the discussions with the PCC and the consultants, The CDS Group. The CDS Group had suggested that the grave digger should be contacted to establish whether he felt that the land in the proposed new burial ground could be dug, given the amount of rock in the ground. Once this had been established, further work would continue to either pursue this option, which was land next to St Mary's Church or other land owners in the area would be approached, if they owned land suitable for a burial site. The CDS Group would work with the Parish Council on whichever option was pursued.

Resolved that:

- 1) the report be noted; and
 - 2) Councillor Joanna Barton, the Clerk and Responsible Financial Officer and Daniel Goodwin, be authorised to continue to investigate this matter on behalf of the Parish Council.
- ii) Community Speed Watch Scheme – The Parish Council discussed the Community Speed Watch Scheme and the Chairman provided an update on the progress and that Thames Valley Police were not replying to his emails.

The Chairman had downloaded information from the VAS' in the village and presented some of the data for the information of Councillors. The Chairman also suggested that a mobile VAS be purchased for use by the Community Speed Watch volunteers.

Resolved that:

- 1) the report be noted;
 - 2) a portable VAS be purchased to be moved around the village for £3189.00 plus VAT, which includes the collection of data;
 - 3) it be established whether there are Section 106 funds available for the purchase of the mobile VAS; and
 - 4) contact be made with Adderbury Parish Council and Milton Parish Meeting with regard to a joint Community Speed Watch Scheme, covering all three villages, which will include the sharing of equipment. **Action TG**
- iii) Emergency Bleed Pack – The Parish Council considered purchasing an emergency bleed pack to accompany the defibrillator at the Ex-Servicemen's Hall.

Resolved that:

- 1) the Emergency Bleed Pack be purchased to be located at Ex-Servicemen's Hall with the defibrillator;

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- 2) authority be delegated to Clerk, in consultation with the Chairman and Vice-Chairman to purchase a cabinet if one is required for the bleed pack; and
- 3) if a cabinet is required, permission first be sought from Ex-Servicemen's Hall Trustees for it to be sited at the Hall.

Action TG

- iv) Anti-Social Behaviour – The Parish Council discussed the anti-social behaviour at Jubilee Hall car park and District Councillor Adam Nell reported that the matter was County Lines related and was an issue in other areas of the District too.

Resolved that a letter be sent to Thames Valley Police regarding the drug issues in the village. **Action TG**

- v) Jubilee Park Play Equipment – The Parish Council discussed whether the graffiti should be cleaned off the swing seat in the play area or a new cradle should be purchased.

Resolved that:

- 1) further cleaning of the swing seat be undertaken at a cost of approximately £400.00; and
- 2) contact be made with Warriner School with regard to the letters of apology from the pupils who had undertaken the graffiti.

Action TG

- vi) Galliford Try – The Parish Council discussed an offer from Galliford Try, the contractors of the highways works for the SEN School, to support charities/volunteer groups in the village. Currently, Galliford Try had installed on Bloxham Grove Road, a defibrillator, cycle repair station, a picnic table for workers and a new dog waste bin.

Resolved that contact be made with Galliford Try for further information and this be circulated to appropriate groups in the village. **Action TG**

- vii) New Bench – The Parish Council discussed replacing the damaged bench located on the Donkey Field footpath. The Chairman also advised that the WI had also requested permission from the Parish Council to buy a bench and locate it on the Jubilee Park Playing Field.

Resolved that:

- 1) a Lowther bench be purchased from Glasdon UK Ltd to replace the damaged bench on the Donkey Field footpath; and
- 2) the request from the WI for a new bench on the Jubilee Park Playing Field be approved and clarification on the future maintenance be sought from the WI and Jubilee Park Management Committee. **Action TG**

111/22 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no objections had been made by the Parish Council in respect of the following planning applications/works to trees:

22/02806/TCA Great Hall, Bloxham School, Banbury Road, Bloxham,
Tree works

22/02803/F 12 Darby Close, Bloxham,
Conversion of existing double garage to create new kitchen/diner, living room, utility and storage

22/02744/F Ellen Hinde Memorial Hall, Chapel Street, Bloxham

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Single storey rear extension - re-submission of 18/00042/F

- 22/02981/F 32 Greenhills Park, Bloxham
Side and rear extensions along with a garage conversion to provide a larger family kitchen diner and provide an en-suite and dressing room to the master bedroom
- 22/03012/TCA Hornton Barn, Painters Close, Bloxham
Tree works
- 22/02967/F 28 Colegrave Road, Bloxham
Garage conversion with roof windows and rear extension - re-submission of 22/02176/F
- 22/03066/TPO The Coach House, Bloxham Grove Farm, Bloxham Grove Road, Bloxham
T1 (Sycamore) - dead wood removal and light crown clean removing crossing branches and light internal thin. Selective reduction on extended limbs on north east face of crown. Reducing tip growth by 1.5-2m of branching over greenhouse - subject to TPO 1/2007
- 22/03051/F The Stables At Bloxham Nursery, Ells Lane, Bloxham,
Single storey rear extension
- 22/03107/TCA Holmgard Corporate Finance, Lydstep, 1 Old Bridge Road, Bloxham
T1 x Spruce - Removal to ground level to enable increased light to surrounding properties
- 22/03068/TCA The Knoll, Little Bridge Road, Bloxham
Tree works

Resolved that, it be noted and approved that, objections had been made by the Parish Council in respect of the following planning applications/works to trees: None

Resolved that, it be noted that the Parish Council is considering the following planning applications/works to trees:

- 22/03164/DISC Bloxham Grove Academy, Banbury Road, Bloxham,
Discharge of Conditions 12 (Architectural Detailing), 15 (Renewable Energy (PVs) and 19 (Thames Water) of 19/00617/F
- 21/02767/F The Warriner School, Banbury Road, Bloxham
New build classroom block
- 22/02222/F Micklegate, Little Bridge Road, Bloxham
Tree works
- 22/03193/F Ferndown House, 13 Milton Road, Bloxham
Alterations and single storey rear extension
- 22/03240/F 1 Old Bridge Road, Bloxham,
Internal alterations and extensions to provide new entrance hall, snug/tv room with bedroom 3 over and renovation of external walls – Retrospective
- 22/03203/F The Croft, Little Bridge Road, Bloxham
Side extension over existing garage and single storey rear extension to provide granny annexe accommodation

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22/02664/F Chequer Bloxham Plant Nursery, Ells Lane, Bloxham
Erection of 14m x 10m Agricultural Polytunnel

- ii) Results of Planning Applications – The Parish Council noted decisions made by Cherwell District Council since the last meeting of the Parish Council.

Resolved that the report be noted.

112/22 Parish Council Matters

- i) Vacancies – The Clerk reported that there were no applications for co-option onto the Parish Council.

Resolved that the seven vacancies continue to be advertised. **Action TG**

- ii) Drop-In and Chat – The Drop-In and Chat held on 8 October 2022 had been very successful with a good turnout from the village. It was felt that the new reporting template would be helpful to advise on how matters raised at the session were dealt with and these reports would also be uploaded onto the web site each month.

Resolved that the report be noted.

113/22 Finance

- i) Accounts for Payment/Uncashed Payments and Income - The Clerk submitted to the Parish Council, the accounts for payment, uncashed payments and the income since that last meeting.

Resolved that the income since the last meeting and the uncashed payments be noted and the following accounts for payments be approved:

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|---|----------|
| Eco Web Hosting - Email Hosting | £5.99 |
| Theresa Goss – Salary for November 2022 | |
| HMRC – Payment for November 2022 | |
| Oxfordshire County Council – Clerks Pension for November 2022 | |
| Cherwell District Council – Emptying Dog Waste bins for Summer Period | £3076.90 |
| Viking – Stationery Order | £127.63 |
| Broxap – Litter Bin for Stone Hill | £337.20 |
| Green Scythe Ltd – Grass Cutting for Jubilee Park | £588.00 |
| Moore – External Audit 2021/2022 | £960.00 |
| Field and Lawn – Christmas Lights 2022/2023 | £8675.40 |
| Nigel Prickett – Grass Cutting for September 2022 | £774.00 |
| Jubilee Park Management Committee – Room Hire | £45.00 |
| Paul Lester – Litter Bin Installation on Stone Hill | £45.00 |
| Prysebros Ltd – Weed Control in Bloxham | £648.96 |

- ii) Bank Reconciliation – The Parish Council considered the bank reconciliation for the Unity Trust Bank accounts as at 7 November 2022.

Resolved that the bank reconciliation as at 7 November 2022 be noted.

- iii) Budget Monitoring – The Parish Council considered the budget monitoring report from April to November 2022.

Resolved that the budget monitoring report from April to November 2022 be noted.

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- iv) Cherry Tree Centre – The Parish Council discussed the Community Donation to the Cherry Tree Centre from 2024/2025 onwards.

Resolved that:

- 1) the report be noted; and
- 2) contact be made with the Cherry Tree Centre requesting financial information including their current financial position, future funding requirements and other sources of income. **Action TG**

- v) Conclusion of External Audit 2021/2022 – Prior to the meeting, the conclusion of the External Audit for 2021/2022 and the External Auditor's report were circulated to the Parish Council.

Resolved that the conclusion of the external audit for 2021/2022 be noted and approved.

- vi) Grant Applications, Budget and Precept 2023/2024 – The Parish Council considered grant applications, a draft budget and discussed the precept figure for 2023/2024.

Resolved that the grant applications, budget and precept setting for 2023/2024 be deferred to the next meeting. **Action TG**

114/22 Correspondence – There was no further correspondence.

115/22 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 116/22 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

116/22 Burial Ground – Prior to the meeting, two quotes had been received from The CDS Group and had been circulated to the Parish Council

Resolved that the Clerk and Responsible Financial Officer, in consultation with the Chairman and Vice-Chairman be authorised to accept the most appropriate quote from The CDS Group to progress this project, following feedback from the grave digger and further advice from The CDS Group. **Action TG**

117/22 Meeting Dates – The Chairman reported that the next Parish Council meetings would be held at Jubilee Hall, Barley Close, Bloxham, commencing at 7.00pm.

Resolved that it be noted that, future meeting dates for Bloxham Parish Council are as stated below.

- Monday 7 November 2022
- Monday 5 December 2022
- Monday 9 January 2023

118/22 Items for Future Agendas/Items of Information

- Traffic Calming Working Group
- Queen Street Land
- Energy Crisis
- Grant applications, Budget and Precept 2023/2024

(The meeting ended at 9.30pm)

Chairman – 5 December 2022

BPC Minutes 07.11.22