

BLOXHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 19 JANUARY 2021 AT 7.30PM

PRESENT: Chairman, Councillor Steve Craggs: Councillors David Bunn, Sophie Floate, Leonard Leigh, Mike Morris, Stephen Phipps, Nick Rayner and Heather Westbury.

ALSO IN ATTENDANCE: District Councillor Christine Heath and one member of the public.

APOLOGIES: Councillor Joanna Barton submitted her apologies because she was unable to connect to Zoom, the apologies were accepted and the absence was authorised

Councillor Gloria Lester-Stevens submitted her apologies because she was unwell, the apologies were accepted and the absence was authorised.

District Councillor Mike Bishop also submitted his apologies.

The Chairman welcomed everyone to the meeting and requested Councillors/members of the public to advise the Parish Council if they were recording the meeting, to enable this to be facilitated.

161/20 Declarations of Interest – There were no declarations of interest.

162/20 Minutes – Prior to the meeting, the minutes of the meeting held on 4 January 2021 had been circulated to the Parish Council and were taken as read.

Minute Number 150/20 – Works to Layby in Park Close – Councillor Stephen Phipps proposed that the final sentence of the resolution in this draft minute be removed. It was agreed that the resolution will now read:

Resolved that:

- 1) *the report be noted; and*
- 2) *Bloxham School be requested to find an alternative solution to reduce the impact of the deliveries and parking on residents of Little Bridge Road. **Action SC***

Resolved that the minutes of the meeting held on 4 January 2021 be approved and signed by the Chairman, with the above amendment. **Action TG**

163/20 Matters Arising

Minute Number 149/20, Open Forum, Dog Fouling Signs – Councillor Heather Westbury raised the issue of the temporary dog fouling signs being made permanent. It was agreed that the signs would not be formalised at the current time and they would be moved around the footpaths in the village, as and when required. The Chairman thanked Councillor Westbury for her work and advised that there had been positive feedback on them. **Action HW**

164/20 Chairman's Announcements

- The Clerk was requested to contact County Councillor Kieron Mallon to ask if he would be able to attend some of the Parish Council meetings. **Action TG**
- The Chairman confirmed with the Parish Council that its approach to resolving issues would be to work collaboratively with all stakeholders involved, including making suggestions formally and informally.

165/20 Open Forum – The member of the public did not wish to speak.

(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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166/20 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

District Councillor Christine Heath reported that planning matters were quiet at the moment and most applications appeared to be extensions to houses.

167/20 Planning

i) Planning Applications:

- 20/03242/F, 3 Gauntlets Close, Bloxham – The Parish Council considered an application for a front, side and part rear extensions with associated internal and external works.

Resolved that the Parish Council has no objections to application 20/03242/F, subject to confirmation from Cherwell District Council that: (1) the proposal is not an overdevelopment of the site, which would be contrary to Bloxham Neighbourhood Development Plan BL11a and (2) the neighbours do not have any objections which affect the amenity of their properties which would deem the proposal contrary to Bloxham Neighbourhood Development Policy BL9. **Action TG**

- 20/03653/F, Bloxham Plant Nursery, Chequer Tree Farm, Ells Lane, Bloxham - The Parish Council considered an application for a change of use and the erection of a tea room (resubmission of 19/02968/F).

Resolved that the Parish Council has no objections to application 20/03653/F subject to the County Council's approval of the Transport Plan. **Action TG**

- 20/03617/F, 3 Hyde Grove Bloxham Banbury - The Parish Council considered an application for a first floor rear and single storey side extensions.

Resolved that the Parish Council has no objections to application 20/03617/F, subject to confirmation from Cherwell District Council that the proposal is not an overdevelopment of the site, which would be contrary to Bloxham Neighbourhood Development BL11a. **Action TG**.

- 20/03584/F, 13 Chipperfield Park Road Bloxham - The Parish Council considered an application for an extension of a utility room (ground floor) on the back of garage and change the roof of the garage from flat to pitched, which would also encompass the new extension of the utility room; in the loft space above the garage and utility room, knock through from the upstairs bathroom to enlarge the family bathroom (2nd storey).

Resolved that the Parish Council has no objection to application 20/03584/F, subject to the applicant following the pre-application advice. **Action TG**

- ii) Millers Homes Site, Tadmarton Road, Bloxham – The Chairman reported that Tony Brummell from Cherwell District Council had advised that if the car park was to be tarmacked, he had a solution for the drainage system.

Resolved that the report be noted.

(Councillor Sophie Floate joined the meeting during this item)

168/20 Environment/Village Matters

- i) Biodiversity Areas in Bloxham – The Parish Council considered a proposal for biodiversity areas in the village for the planting of wild flowers.

Resolved that:

- 1) the report be noted;

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- 2) details on the membership of the Biodiversity Group be circulated to the Parish Council; **Action GLS**
 - 3) before the whole project is commenced, three trial sites be identified and those needed to be areas which avoided benches, any residents living close-by are consulted and they did not obstruct sightlines at junctions; **Action GLS**
 - 4) the Parish Council be advised of the three trial areas before planting or other work starts; **Action GLS**
 - 5) future maintenance plans for the sites be submitted to the Parish Council; and **Action GLS**
 - 6) the Biodiversity Group be asked if they will undertake the maintenance of the village planters on the A361. **Action GLS**
- ii) Village Footpaths – The Parish Council discussed the outcome of the meeting with Oxfordshire County Council’s Footpaths Officer regarding Hobb Hill and The Goggs.

Resolved that:

- 1) the residents who share a boundary with The Gogs footpath be advised that the Parish Council will be cutting back their trees, to the boundary line; **Action NR/TG**
 - 2) Cotefield Treecare be asked to provide a quote for this work; **Action NR/TG**
 - 3) Nigel Prickett be asked to provide a quote to clear the footpath and remove the decayed debris back to the tarmac; **Action NR**
 - 4) once the quotes have been obtained, the County Council be requested to meet the cost because this footpath is their responsibility; and **Action TG**
 - 5) a meeting be arranged with the Footpath Warden, Rodney Kane, to discuss a response to Bertie Facon regarding the issues along the footpath on Hobb Hill. **Action HW**
- iii) Flooding – The Parish Council received an update from the Chairman on the proposed plans in the event of flooding in the village.

Resolved that this item be deferred to the next meeting. **Action TG/SC**

169/20 Finance

- i) Accounts for Payment - The Clerk submitted to the Parish Council, the accounts for payment at 19 January 2021.

Resolved that the following accounts for payment be approved:

Payments	Amount
Peter Booth – Fence Repair to Play Area	£43.20
Haymarket Media Group Ltd – Planning Resource Subscription	£590.00
T Goss – Phone and keyboard	£11.00
Pixel Concepts – Web site maintenance, hosting and SSL certificate	£200.40
Mr S Craggs – Voucher for Residents who supplied electricity for Christmas Tree	£30.00
Viking – Ink for printer	£127.51

- ii) Section 106 Funds – The Parish Council reviewed the Section 106 funds allocated from developments in Bloxham, which were held at Oxfordshire County Council.

Resolved that contact be made with the Chief Executive of Oxfordshire County Council regarding this matter and County Councillor Kieron Mallon be made aware of the approach. **Action TG/SC**

170/20 Parish Council Matters

- i) Parish Council Representatives – There were no reports.
- ii) Parish Council Responsibilities – The Parish Council discussed the vacancies for a number of roles within the Parish Council.

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Resolved that the following roles and appointments be approved:

- Snow Warden – Defer to the next meeting
- Monitoring of the Defibrillator – Councillor David Bunn
- Monitoring of Trees – Defer to the next meeting

171/20 Correspondence – There was no further correspondence.

172/20 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 173/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

173/20 Jubilee Hall Project – The Chairman reported that there was a meeting scheduled for Wednesday 20 January 2021, with the agent who was handling the tender for the work to the roof.

Resolved that the report be noted.

(The public and press were invited back into the meeting at the conclusion of this item)

174/20 Meeting Dates – The Chairman reported that until further notice, Parish Council meetings would be held on Zoom. Residents are reminded that if they wish to attend, they should contact the Parish Clerk for the meeting details. The meetings would all commence at 7.30pm.

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

- Monday 1 February 2021
- Tuesday 16 February 2021
- Monday 1 March 2020
- Tuesday 16 March 2021
- Monday 12 April 2021
- Thursday 22 April 2021 (Bloxham Annual Parish Meeting)

175/20 Items for Future Agendas

- Dog Friendly Stiles
- Flooding
- Parish Council Responsibilities
- Annual Parish Meeting

(The meeting ended at 9.30pm)

Chairman – 1 February 2021