

# BLOXHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING (ADVISORY) HELD ON ZOOM ON WEDNESDAY 19 MAY 2021 AT 7.30PM

**PRESENT:** Chairman Councillor Leonard Leigh: Councillors David Bunn, Steve Craggs, Sophie Floate, Daniel Goodwin and Stephen Phipps.

**ALSO IN ATTENDANCE:** Four members of the public.

**APOLOGIES:** Councillor Joanna Barton submitted her apologies because she was at work, the apologies were accepted and the absence authorised.

Councillor Mike Morris submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

Councillor Nick Rayner submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Theresa Goss (Clerk and Responsible Financial Officer) submitted her apologies because she was unwell.

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

### 19/21 **Declarations of Interest**

Minute Number 25/21 – 21/00777/F Beehive Cottage, Church Street, Bloxham

Councillor Sophie Floate declared an interest in this item because the site of the application was a neighbouring property to her own.

**20/21 Minutes** – Prior to the meeting, the minutes of the meeting held on 5 May 2021 had been circulated to the Parish Council and were taken as read.

**Recommended** that the minutes of the meeting held on 5 May 2021 be approved and signed by the Chairman.  
**Action LL/TG**

**21/21 Matters Arising** – There were no matters arising.

### 22/21 **Chairman's Announcements**

- The Chairman deferred Minute 26/21 (ii) to a future meeting because the proposal was still being worked on.
- The Chairman alerted Councillors to the Community Payback scheme, where people under community orders could be deployed for tasks which did not result in taking paid work from others, such as litter picking. The Chairman asked Councillors to consider whether this was of any interest for Bloxham. **Action ALL**

**23/21 Open Forum** – A resident addressed the Parish Council with regard to the recently published Bloxham School Masterplan and asked for clarification on the Parish Council's position on it. The Chairman explained that the Parish Council's statutory role was as a consultee on planning applications, but because the Plan had general relevance to the village it would be discussed at a future meeting, to enable Councillors the opportunity to digest the long document.

A resident asked whether the Parish Council would be taking a position on the cricket nets at Bloxham School. The Chairman stated that this would be considered as part of the normal planning process when the Parish Council was consulted by the Local Planning Authority and the planning application would then be on an agenda.

Councillor David Bunn advised the Parish Council that some residents had questioned the statement by Edgars in the Masterplan document regarding the "generous assistance and dialogue with...Bloxham Parish Council". The

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Chairman clarified that the implication in this statement of the Parish Council's involvement was untrue and he would be formally writing to Edgars on this matter. **Action LL**

*(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)*

**24/21 Reports from County and District Councillors** – There was no report from County Councillor Kieron Mallon and no reports from the District Councillors.

### 25/21 Planning

#### i) Planning Applications

- 21/00777/F Beehive Cottage, Church Street, Bloxham – The Parish Council considered an application for a replacement porch/canopy with green oak structure to be tiled with slate. Existing Dwarf wall to be replaced with new stone Dwarf wall. Damaged/shot bricks to front of property to be removed or repaired with like for like. Approx. 60 bricks in total to be replaced/repared and repointed.

**Recommended** that Bloxham Parish Council has no objections to application 21/00777/F. **Action TG**

- 21/01249/F, 10 Crab Tree Close, Bloxham – The Parish Council considered a retrospective application for a partial conversion of garage to a family garden room and storage.

**Recommended** that Bloxham Parish Council has no objections to application 21/01249/F. **Action TG**

- 21/01232/F & 21/01233/LB, The Old Manor, Little Bridge Road, Bloxham – The Parish Council considered an application for the re-modelling of a single storey rear corridor extension; conversion of store to create artists studio; replacement of existing garage/workshop.

**Recommended** that Bloxham Parish Council has no objections to applications 21/01232/F & 21/01233/LB. **Action TG**

- 21/01265/F, Side Acre, Queen Street, Bloxham – The Parish Council considered an application for the renovation and change of appearance of the existing dwelling, creation of front gable extension, new entrance porch, rear extensions and extension to existing outbuilding to form a proposed garage. Replacement of existing roof covering with natural slates. Creation of external stone walls and integrated gates.

**Recommended** that Bloxham Parish Council has no objections to application 21/01265/F. **Action TG**

### 26/21 Environment/Village Matters

#### i) Street Furniture – The Parish Council discussed the following matters regarding street furniture:

- A request for a new bench in Gascoigne Way.

**Recommended** that this item be deferred to enable Councillor Steve Craggs to discuss the proposal with the resident who had made the request. **Action TG/SC**

- New dog waste bins and litter bins for Bloxham Grove Road

**Recommended** that the proposals be approved, subject to the Clerk confirming that the District Council will empty the proposed bins and that any increase in collection costs, can be addressed in the budget. **Action TG**

- A quote for new litter bin at bus stop outside the Ex-Servicemen's Hall.

**Recommended** that the quote be accepted. **Action TG**

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- ii) Signage for Bovis Estate – The Parish Council discussed new road signage for the Bovis estate (off Barford Road), following a request from residents.

**Recommended** that this item be deferred for more information. **Action TG/LL**

- iii) Footpaths – The Parish Council discussed the following matters regarding footpaths in the village:

- The condition of the footpath next to Warriner School – The Chairman advised that the Parish Council was awaiting more information from the County Council's Footpath Officer on this matter.

**Recommended** that the report be noted.

- The Public Right of Way (PRoW) which crosses the Miller Homes land on Milton Road/Barford Road (next to Bloxham Mill) - The Chairman confirmed that Miller Homes plan to leave the open areas in a semi-wild state and was happy to engage with the Parish Council on biodiversity proposals.

**Recommended** that:

- 1) the report be noted; and
- 2) the narrow entrance to the PRoW from Barford Road be reported to Miller Homes and Beth Rutterford, the County Council's Footpath Officer. **Action TG/DB**

- iv) Climate Change 'The Great Big Green Week' – The Parish Council discussed whether the Parish Council should support the 'The Great Big Green Week' being held in September 2021.

**Recommended** that if any village groups and/or residents are interested in this project and wish to form a Committee/Working Group, the Parish Council will ask for a Councillor to volunteer to act as a liaison for any relevant items, such as any requests for access to parish funds. **Action SC**

### 27/21 Finance

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

**Recommended** that the following accounts for payment be approved:

Oxfordshire Association of Local Councils – Councillor Training	£360.00
Theresa Goss – Leaving Gift for Christine Heath	£40.95
Green Scythe - Jubilee Park Grass Cutting	£97.80
Bloxham Senior Citizen's Club – Grant 2021/2022	£300.00
Ex-Servicemen's Hall - Grant 2021/2022	£500.00
Ellen Hinde Hall - Grant 2021/2022	£2000.00
Bloxham Pre-School - Grant 2021/2022	£1560.00
First Bloxham Scout Group - Grant 2021/2022	£1250.00
Bloxham Recreation Ground – Community Donation 2021/2022	£2000.00
St Mary's Thursday Club – Community Donation 2021/2022	£5000.00
Cherry Tree Centre – Community Donation 2021/2022	£6000.00
Bloxham Bowls Club - Grant 2021/2022	£500.00
St Mary's Church - Grant 2021/2022	£1000.00

- ii) Governing 'Levelling up' Funds – The Parish Council discussed how the Parish Council could access the Community Renewal Fund, the Levelling Up Fund and the Community Ownership Fund for the benefit of the village or make the village aware this funding is available.

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Councillor Daniel Goodwin reported that he was in discussions with Emily Schofield, Head of Strategy at the County Council, to discuss opportunities

**Recommended** that the report be noted.

### **28/21 Parish Council Matters**

- i) Vacancies – The Chairman reported that there were three applications for co-option onto the Parish Council, however none of the applicants were in attendance. Therefore the candidates would be invited to the next meeting to provide some verbal information about themselves.

**Recommended** that this item be deferred to the next meeting. **Action TG/LL**

- ii) Parish Council Responsibilities/Appointments to Other Bodies – The Parish Council reviewed the Parish Councillor responsibilities.

**Recommended** that Councillors Sophie Floate and Daniel Goodwin to take responsibility for the Oxford 2050 and the remaining positions be deferred to the September 2021 meeting of the Parish Council. **Action TG/SF/DG**

- iii) Gigaclear – The Parish Council discussed the request for permission from Gigaclear to install fibre broadband equipment on Parish Council land in Gascoigne Way.

**Recommended** that the request from Gigaclear be approved. **Action TG**

- iv) Parish Council Equipment – The Parish Council discussed the storage of its equipment, currently stored at Bloxham Recreation Ground.

**Recommended** that this item be deferred.

**29/21 Correspondence** – An email had been received from a resident containing accusations with regard to a recent planning application. The Chairman would respond formally to deny any wrongdoing. **Action LL/TG**

### **30/21 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 31/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**31/21 Jubilee Hall Project** – The Chairman and Councillor Stephen Phipps gave an update on the project at the Hall and that a meeting with Ian Harban would be held on 25 May 2021 to discuss the tenders which had been received.

**Resolved** that:

- 1) the report be noted;
- 2) the Chairman, Clerk and Councillor Stephen Phipps be authorised to progress the project as necessary.

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

**32/21 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 7 June 2021
- Tuesday 22 June 2021

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- Monday 5 July 2021
- Tuesday 20 July 2021

### 33/21 Items for Future Agendas

- Goggs Tree works for Monday 6/9/2021
- Co-option Procedure (Sept 2021)
- Vehicle Activated Sign (VAS) A361
- Parish Council Responsibilities/Appointments to Other Bodies
- Replacement swings at Bloxham Recreation Ground
- Bloxham School Masterplan
- Bench in Gascoigne Way
- Signage for Bovis Estate
- Condition of the footpath next to Warriner School

(Note: In accordance with Parish Council minute number 262/20 (ii), *'the Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline'* the Clerk and Responsible Financial Officer, confirms all of the decisions made during the advisory Parish Council meeting held on 19 May 2021).

(The meeting ended at pm)

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Chairman – 7 June 2021