

Item	<p style="text-align: center;">88 BLOXHAM PARISH COUNCIL</p> <p style="text-align: center;">MINUTES of the meeting held on Monday 3rd December 2007 at 7.30pm in the Parish Rooms, Bloxham</p> <p><u>PRESENT</u></p> <p style="text-align: right;">David Chapman Chairman David Carr Stuart Cruickshank David Gibbard Jim Golby Alan Miller Annette Thomas</p> <p>There were also four residents present.</p>	Action By
2007/176	<p><u>APOLOGIES</u> Debbie Matthews (daughter's birthday); Philip Cavill (holiday); Paul Christmas (wife ill); Cllr E. Heath (ill); Cllr L. Thirzie Smart (meeting) and Cllr K Mitchell (meeting). <u>ABSENT</u>: Isobel Bonner.</p>	
07/177	<p><u>Residents' issues.</u> 1. A resident raised issue of the letter re <u>benches</u>. Clerk indicated that three different letters had gone out re three different sites. Most replies have indicated that they are not in favour of the proposed sitings of the 3 benches. Part of the reply of one resident on the corner of Barford Rd/Milton Rd was read out. He highlighted the speed of traffic and that there was no footpath on the side proposed. Residents of Chapel St were against the siting of the bench at that place due to looking into their window, and possible congregating of youths there. The suggestion of having it on the Ridgeway instead was not felt to be beneficial by residents present nor by Parish Council. It has also been suggested about having them on Jubilee Park or outside of Primary School. Letter to residents around Primary School site to be sent out. The proposed siting of bench at Jubilee Park to be kept in mind for later. A possible site on Barford Rd near to Gascoigne Way was also suggested. <u>Agreed</u>: To accept quote obtained by PCa To place bench on opposite corner to the one proposed of Barford Rd/Milton Rd i.e. left hand side going out of village instead of on right; To place bench in memory of Connie McCammon at bus stop at top of Cumberford Hill; (Already agreed) To repair benches at end of Winters Way and on Courtington Lane. For benches to be removed as soon as possible from David Gibbard's. 2. There had been no further development as yet from Charter Housing re <u>passageway from The Avenue to Winters Way</u>.</p>	Clerk
07/178	<p>Minutes of the Last Meeting of 5th November 2007 were agreed and signed by Chairman as a true record. Minutes of Extraordinary Meeting on 15th November re Trustees of Jubilee Park resigning – letter agreed as true record as minutes</p>	
07/179	<p><u>Matters Arising</u> 07/171 CDC: Annual Parish Meeting 7 Nov 2007: Notes of meeting received. Attended by BDC, AM and Clerk. Chairman felt that it was not a consultation but more being told what was CDC's views. Also: Closure of Post Offices: list for area to be released on 5 Feb – meeting provisionally arranged at Bodicote House for 14 Feb 2008 at 2.00pm for areas affected by proposed closures. CDC: Local Development framework bi-monthly meeting attended by PCa and Clerk.</p>	
07/180	<p><u>Award for Village</u> Plaque received for Village as Highly Commended in Calor Gas Competition for Oxfordshire Village of Year. All agreed that it should be placed in Post Office for display and for note to go in Broadsheet.</p>	Clerk

07/181	<p><u>Roads and Traffic</u> a. Flooding: Letters received from CDC chief Executive stating that the soakage trench off Courtington Lane has received little maintenance in past 15 years. To contact Tony Brumell at CDC with name of contact person at Bloxham School. She will also ensure that ditches on Tadmarton Road – though primarily a County Council responsibility – are not overlooked in the future. b. Bollard Request: Cumberland/S.Newington Rd – cost of £50.00 each. Agreed for this to be done. Issue of Bollards at junction of Milton Rd and Barford Rd was raised. To be discussed with Highways. c. A 361 Action Group: Minutes of meeting on 13th November received: Also enquiry made through Highways about map being given to drivers at Dover to use A361 to go north.</p>	Clerk Clerk Clerk
07/182	<p><u>Environment</u> <u>Benches :</u> Already discussed under Residents Issues. <u>Bulbs</u> 2000 Bulbs have been planted at various sites around the village, mainly at side of roads entering village. Agreed for people to be re-imbursed for their time. <u>The Square, Queen St</u> The clerk has been asked by a resident for an update on the developments re this area. He outlined the situation that Parish Council solicitor was to register the Parish Council’s interest. Clerk to follow this up. <u>Dog & Litter Bins</u> to be ordered.</p>	DM/Clerk Clerk Clerk
07/183	<p><u>Playing Fields</u> a. <u>Jubilee Park</u> i) Non-closure of Gate to play area been reported to Jacksons who will adjust it. ii) Parish Council noted the email from Chairman of JPMC, but felt that Parish Council could only nominate their own representative to JPMC. It was for the other organisations listed in Schedule 3 of agreement to nominate their own representatives. Clerk to contact DM re this and the issue of insurance for Trustees. <u>Recreation Ground.</u> No further developments to report but gate is in process of being replaced at A361 entrance, and also concrete base put down at foot of steps from Orchard Grove.</p>	Clerk
07/184	<p><u>Planning Applications</u> 07/02523/TPO: Felling of Cypress Tree for Temple Close Nursery. (There has been a previous application for Tree subject to Preservation Order to be felled. Any future ones to be noted. Also noted in the agreement that replacement tree to be planted.) 07/02276/CLUP: Certificate of Lawfulness for 28 Quarry Close: In principle no objection. <u>Decisions received from CDC</u> 07/01653/REM: Reserved Matters re Milton Rd development: Agreed subject to conditions. CDC to be contacted to ask about Traffic Calming measures and the issue of flooding. 07/02027/F: Replacement and extend conservatory for 18 Chipperfield Park Rd: Agreed subject to conditions 07/01836/LB: Replacement guttering etc for Killowen House: Agreed subject to conditions 07/01909/TPO: Felling of Horse Chestnut for Temple Close Nursery: Agreed subject to conditions (see Applications above) 07/01860/F:reconstruction of log store etc for Ells Farm: Agreed subject to conditions 07/02047/F: Retrospective Conservatory for 23 Crab Tree Close: Agreed subject to conditions 07/01613/F: Single storey extension for The nChursh House, Merrivales Lane: Agreed subject to conditions <u>Appeal:</u> Demolition of The Poplars, Banbury Road and replace with 3 dwellings : comments by 2nd January 2008: Original letter to be circulated to check if any further comments to be made.</p>	Clerk Planning sub group & Clerk
07/185	<p><u>Parish Plan and Strategy Group</u> Letter received from Rural Children’s Centre Project offering to provide feedback</p>	

notices on Playbus drop in service in area. – passed to Steering Group chairman.

07/186

Finance

a. Report from External auditor received. Has been displayed as requested on central notice board.

Parish Council noted that Annual Return has been approved and that it was accepted by Council.

External Auditor also comments made about Risk Assessment and the level of Fidelity Guarantee Cover as not being sufficient. Risk Management and Assessment had been circulated and to be commented on at January meeting.

With regard to Fidelity Guarantee Parish Council would look at this at its discussions on the Budget for the coming year, but in principle felt that £60,000 should be sufficient to cover any risk and so not appropriate to increase insurance cover.

b. New Hourly rates received for Clerk back dated to April 2007 (£10.778 per hour)

c. Budget 2007/8: Request for donation from Banbury Benefits Advice Project: Though in principle accepted as worthwhile project proposed by SC and seconded by DJC and agreed by all that it should be considered under next year's budget. Clerk to write.

d. Budget 2008/9 to be drawn up at January meeting. Tenders to be obtained from existing contractors and others, e.g. for grass cutting, etc.

Clerk

Clerk

07/187

Correspondence
Information

Ground Maintenance: Tender for urban grass cutting

Ramblers Association: Magazine Winter 2007 & Handbook

Shaw's: Book and Form lists

Police: Christmas Crime menu

Farming and Wildlife Advisory Group: Magazine Autumn/Winter 2007

Oxfordshire Community Land Trusts: Non-profit organisation to hold land on behalf of local people: Homes are kept affordable because the land is not included in any sale or rental of homes

Carers Centre: Caring Matters Winter 2007

Reek: 6 steps to a successful youth shelter

OALC: County Circular November 2007: Briefings include ones on: Revised Code of Conduct Guidance; Accounts & Audit Regulations; Timing Requirements and review of effectiveness of Internal Audit

Copy of letter from PWLB to Member of Parliament that the terms of loan re Jubilee Park are not renegotiable

OCVA: Calling all Volunteer Coordinators; Meeting at The Mill on Wednesday 5th December (£7.50)

ORCC: Review Autumn/Winter 2007

Oxfordshire Rural Housing Partnership

SLCC: Magazine The Clerk November 2007

CDC: Standards Committee minutes of 13th September and agenda for 22 November

Decision:

CDC: Portable Speed Indicators – update received

CDC: Parish Precept 2008/9: Taxbase to be approved 7th January 2008

Thames Valley NHS Primary Care Agency: Chemist to be established in vicinity of Church St, High St: Comments to be in by 22 December. Letter to be sent stating that if this proposal meant the closure of the pharmacy attached to the surgery then the Parish Council would object to it.

Clerk

07/188

Payment of Accounts (Agreed)

BT Line (by Direct Debit) £10.99

St Mary's Church: Maintenance of churchyard extension £440.00

Geoff Mollard: Plants for War Memorial: £30.99

Parkers Dutch Bulbs: £158.57

BDO Stoy Hayward LLP: (External Auditor) £370.13

Bloxham Parish Council (Gratuity for November) £26.27

Bloxham Parish Council (Gratuity Arrears April – Oct) £3.79

David Godfrey

Salary November £546.35

Arrears April – October £93.42

Expenses:

Broadband £17.13

07/189	<p><u>Risk Management:</u> As noted in the external auditor's letter we should have had a Risk Management assessment each year. Comments required on the suggestions - for decision at January Meeting.</p>	All
07/190	<p><u>Training</u> It has been suggested that since so many councillors are newish, then we could spend a certain amount of time at each meeting providing training for ourselves when there is not an external speaker. Such topics as Risk Management, Finance, etc have been mentioned. All, agreed and it was felt that the first one should be at February meeting beginning at 7.00pm and to consider the responsibilities of the Parish Council under new legislation. This section should also include report back on courses, etc.</p>	All
07/191	<p><u>Any other item</u> of urgent nature communicated to the Chairman before the start of the meeting. <u>Trees:</u> since there has been no reply from Tree Tops another letter to be sent stating that if he is unable to undertake it, then the Parish Council needs to approach someone else. <u>Dog Bins:</u> It has been suggested that there should be one on other side of Church St near to alley way by former Hawk & Partridge.</p>	Clerk Clerk
07/192	<p><u>Date and Time of Next Meeting</u> Friday 11th January 2008 at 7.30pm in Parish Rooms. Note there will be the need to finalise budget and precept at this meeting as well as determine Risk Assessment and Management. (<i>Parish Rooms not available on 14th as originally proposed.</i>)</p> <p><i>David Godfrey Parish Clerk 11 December 2007</i></p>	All