

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Monday 2 March 2015

BLOXHAM PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD AT ST MARY'S PARISH ROOMS, BLOXHAM ON MONDAY 2 FEBRUARY 2015 AT 7.30PM

PRESENT: Councillor Geoff Mollard (Chairman); Councillors Robert Giles, Mary Groves, Patricia Hopkins, Gloria Lester-Stevens, Stephen Phipps, Nick Rayner, Andrew Taplin, Susan Slater and Jenny Yates.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Christine Heath, County Councillor Kieron Mallon and John Groves.

APOLOGIES: Apologies for absence were received from Councillors Caroline Hone and Jim Golby and these were accepted. Apologies for absence were also received from District Councillor Lynda Thirzie-Smart.

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

114/14 DECLARATIONS OF INTEREST

Minutes Number 120/14 Planning 14/02147/F - Gloria Lester-Stevens declared an interest under the code of conduct as family lived near to the site of the application.

Resolved that the interests be noted.

115/14 WARRINER SCHOOL, MULTI-SPORTS FACILITY – Esther Rolls from Warriner School was due to attend the meeting to give a presentation on the proposal for a multi-sports facility but had been unable to attend.

Resolved that the report be noted and Esther Rolls be invited to attend the meeting on 2 March 2015.
Action TG

116/14 MINUTES - The minutes of the meeting held on 5 January 2015 were taken as read and duly adopted and signed by the Chairman, with the following amendment:

108/14 – Bloxham Neighbourhood Development Plan – The following sentence be amended to read 'The Plan and any additional comments would then be submitted to Cherwell District Council for forwarding to an examiner'

Resolved that the minutes be approved with the amendment.

117/14 MATTERS ARISING FROM THE MINUTES 5 JANUARY 2015 – There were no matters arising from the minutes.

Resolved that the reports be noted.

118/14 RESIDENTS' ISSUES

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Dog Fouling – The Chairman reported that dog owners were allowing their dogs to use green play areas in the village as latrines and not clearing the pavements in a number of areas in the village, especially in the Cumberford, Queen Street, Kings Road, The Avenue, Courtington Lane, Rose Bank and Little Bridge Road leading into Unicorn Street

The Chairman met with Cherwell District Councils' Environment Enforcement Manager, Mark Harmon, and they walked around the village and the amount of dog mess was excessive in a number of areas, including the Church yard.

Mr Harmon had suggested that signage could be erected around the village and the Chairman showed some examples to the Parish Council. A number of areas around the village could also be kept under surveillance by Cherwell District Council (CDC) officers. If residents saw people letting their dogs foul but were not then prepared to be a witness, there would be less chance of a successful prosecution. However, there would be prosecutions if the CDC Officers witnessed this happening.

There would be a number of patrols carried out by Cherwell District Council and Councillor Jenny Yates suggested that the Parish Council could pay CDC to increase that number.

The Chairman stated that a CDC Dog Warden lived in Bloxham and it had been suggested that he could come and speak to the PC, if necessary.

Councillor Stephen Phipps reported that dog fouling was also a problem in The Slade and that there had been reports that cattle were getting diseases from dog mess, as well as it putting children at risk too.

The Council felt that there should be a campaign in the village to address the issue before it got any worse.

Parking in Gascoigne Way - Councillor Nick Rayner reported that parking on the green play area on Gascoigne Way would be discussed at the next Environment Committee.

Bovis Development on Barford Road - Councillor Mary Groves reported that there was a lot of mud on Barford Road coming from the Bovis development, as well parking issues caused by the contractors. A Barford Road resident had spoken to the site manager but the problems had not yet been resolved.

Councillor Stephen Phipps encouraged all residents and Councillors to register the problems on 'fix my street' which was available on Oxfordshire County Councils' web site.

Councillor Gloria Lester-Steven reported the grill on the ditch outside of the primary school had not been rectified so needed to be corrected as soon as possible as it was being unblocked almost daily by residents. OCC were already aware of this issue but it had not been rectified.

Resolved that:

- 1) the report be noted;
- 2) an article be included in the Broadsheet asking residents to clear up after their pets, also stating that surveillance will be undertaken in the village; **Action TG**
- 3) CDC to complete surveillance in the village; **Action TG**
- 4) parking issue in Gascoigne Way be included on the next Environment Committee agenda; and **Action TG/KMills**

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- 5) the grill on the ditch outside the school which needs to be repaired, be reported to Gordon Kelman again asking if it to be corrected. **Action TG**

119/14 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS - Prior to the meeting, District Councillor Lynda Thirzie-Smart and County Councillor Kieron Mallon had circulated their reports to the Parish Council.

Councillor Stephen Phipps asked Councillor Kieron Mallon who was in overall charge if the County Council Chief Executive was not being replaced. Councillor Mallon reported that Peter Clark, Head Solicitor, would probably oversee these matters. Wiltshire County Council had worked without a Chief Executive, so OCC would be trailing this to establish if it was effective.

Councillor Phipps also asked for clarification about the services a Unitary Council would offer and how it worked. Councillor Mallon reported that one Council would offer all services rather than having a two tier system which was currently operated in Oxfordshire.

Councillor Jenny Yates asked why a unitary authority had not been implemented a few years ago when it was previously proposed and what had changed now. Councillor Mallon stated that these issues goes in cycles, all District Councils in Oxfordshire would have to agree for a unitary authority to be formed. If one of those District Councils did not agree, then it wouldn't happen. It also had a lot to do with potential savings and this had to be investigated.

Councillor Yates asked how other unitary authorities had performed. Councillor Mallon stated that there had been varying degrees of success across the country,

Councillor Phipps highlighted that the Local Transport Plan issued by OCC cabinet and was now out for consultation and the Parish Council needed to respond.

District Councillor Christine Heath reported that she would be requesting that the application on the site of Yeomans Garage be called into the Planning Committee and would provide further updates in due course.

Councillor Heath also reported that when the right of way had been granted to Bloxham School to access Dewey Hall, across land at Jubilee Park, the agreement had included a condition that the School installed two street lamps. Also as part of the agreement, Bloxham School was required to fence Jubilee Hall car park, but it had never been carried out because the Jubilee Park Management Committee at the time, did not want it to be completed.

Councillor Heath would also check the issue with regard to the ownership of the small piece of land at the west end of Sycamore Terrace and report back to the Chairman.

The Councillors were thanked for their report.

Resolved that the reports be noted.

120/14 PLANNING

- i) Planning Applications - Councillor Jenny Yates reported on the planning applications which had been considered by the Parish Council's Planning Committee since the last meeting.

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It was reported that the application on the site of Yeomans Garage involved its demolition and the erection of five dwellings with associated landscaping, however, the application did not show the flooding impact on the dwellings. Residents of that area had attended the Parish Council's Planning Committee to speak on the matter.

Councillor Christine Heath would be requesting that the application be called into CDC's Planning Committee and it was hoped there would also be a site visit. Bats had been seen frequently flying in that area, as were swifts. The Parish Council would be objecting to this application.

Resolved that the planning applications be noted.

- ii) Results of Planning Applications - Councillor Jenny Yates reported to the Parish Council on results of applications which had been determined by Cherwell District Council's Planning Committee.

Resolved that the results of the planning applications determined by Cherwell District Council, be noted.

- iii) Planning Matters – An update was received on the following items:

- OCC Section 106 monies available to the village – A meeting was needed with OCC to discuss Section 106 monies available to Bloxham, following the recent meeting on the outstanding issues in the village.

Councillor Stephen Phipps asked for the Section 106 monies to be on the agenda for the next meeting of the Resources Committee.

Resolved that:

- 1) the report be noted.
 - 2) Section 106 monies be added to the agenda for the next meeting of the Resources Committee. **Action TG/KMills**
- Meeting with Adrian Colwell at Cherwell District Council – Councillor Sue Slater reported that along with Councillors Jenny Yates, Stephen Phipps and BNDP Co-ordinator John Groves, she had attended a meeting with Adrian Colwell. Adrian reported that he was confident the Local Plan would be accepted and part 1 of the Plan would be adopted in May, despite the elections. CDC would provide a formal response to the Parish Council about the issues which it had raised at the public examination of the Local Plan and these should be with the Parish Council in a few days time.

Adrian expected Bloxham to remain a sustainable village and repeated assurances that when it came to the Local Plan part 2, any work undertaken would be carried out jointly with the Parish Council and CDC would look at sustainability in a more detailed way. It would not be a tick box exercise and would include detailed work on sustainability for future planning applications too.

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If the BNDP had been adopted before the Local Plan part 2 had been adopted, then the BNDP and any evidence gathered as part of the Plan would be used by CDC to inform part 2 of the Plan.

Adrian would be having a further meeting with John Groves before CDC gave its formal response to the Draft BNDP.

At the meeting, John expressed his frustration that there had been very little support and guidance from CDC on the BNDP.

There would be a discussion on the draft Plan and the possible amendments and additions etc, at the next Steering Group meeting on Monday 9 February 2015.

There had also been a brief discussion with Adrian about settlement boundaries.

Resolved that the report be noted.

- Thames Water – There had been a meeting on Friday 30 January 2015 with regard to the plan to install a trunk main from the pump station on Milton Road to other side of Sturdy's Castle. Information on this proposal had been circulated to the Parish Council prior to the meeting. Works could potentially start in July 2015 and could take up to 2 years to complete.

The Councillors had advised Thames Water of water pressure issues and vulnerability of sewers in the village and asked whether they could spend some money on these matters which also affected Adderbury and Deddington, because they too were having a number of new houses built. Thames Water had noted the comments and would reply in due course.

Resolved that the report be noted.

- Litter Picking – Councillor Stephen Phipps reported that Keith Bennett had volunteered to be the Parish Council's litter picker and had collected a vast amount of litter around the village and had done a very good job. He had incurred expenses for gloves and a litter picker at £18.27. Councillor Jenny Yates stated that there were also other litter pickers in the village and it demonstrated that there were a lot of volunteers willing to help in the village and it was good to see their support.

Resolved that the report be noted and Keith Bennett be reimbursed for his expenses.

Action TG

- Bovis Homes, Miller Homes and Mintondale – The reserved matters for the Bovis planning application on Barford Road had been approved by Officers at Cherwell District Council. The Parish Council was currently engaged in a dialogue with Caroline Ford because approval had been given for works to commence, before all necessary documents had been submitted to the planning authority. There was a long list of queries relating to that development which had not yet been answered.

With regard to the Miller Homes development on Tadmerton Road, again there was a long list of queries for that development which had not been answered.

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With regard to the Mintondale development on Milton Road, currently no building work had commenced because a builder had not yet committed to the site.

Resolved that the report be noted.

- Development for Bloxham Post Office – Mr Kumar attended the Planning Committee to discuss his plans for the Post Office, but did not have any firm proposals. The Committee asked him to come back when he had finalised what his proposals would be.

It was suggested that he could contact John Wyatt about selling some of his plants from the Post Office.

Resolved that the report be noted.

The Chairman thanked Councillor Yates and the other Councillors for their reports on the planning matters.

121/14 BLOXHAM NEIGHBOURHOOD DEVELOPMENT PLAN (BNDP) – John Groves reported to the Parish Council that the BNDP was about half way through its pre-consultation process. So far, there had not been many replies and none of the statutory bodies had replied either. John asked all the Councillors to look at the Plan and make their comments and also encourage others to complete it too.

John reported that he felt the meeting at CDC with Adrian Colwell had been very useful and Cherwell District Council had made some suggested on the presentation of the Plan.

John also reported Bloxham School was not happy about the green spaces which had been allocated in the Plan. There was another meeting with the School this week to discuss this and it was hoped the BNDP Steering Group representatives and the School could find some common ground at that meeting to agree on.

John reported that Sustrans had completed their work on connectivity relating to the footpaths and cycleways in the village. They had sent back a map and the report would be ready at the end of the week. It showed that the footpaths and cycleways around the village were not very effective

There would also be a meeting with Western Power distribution which John would be attending with Sir Tony Baldry MP and Councillor Jenny Yates.

The next 'drop-in and chat' would be held on Saturday 14 February 2015 from 1030am to 12.30pm and John would be attending to discuss the Plan.

John was thanked by the Parish Council for all his hard work on the Plan.

Resolved that the report be noted.

122/14 PARISH COUNCIL MATTERS

- i) Committees

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Monday 2 March 2015

- 1) Environment Committee – The Chairman reported that there had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting was being held on 12 February 2015.

Resolved that the report be noted.

- 2) Resources Committee – The Chairman reported that there had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting was being held on 17 February 2015.

Resolved that the report be noted.

- 3) Planning Committee – Prior to the meeting, the minutes of the meeting held on 8 January and had been circulated to the Parish Council.

With regard to Bovis Homes, the Chairman asked Councillor Yates to clarify what advice Cherwell District Council had given to the Parish Council with regard to the enhanced LAP for this development and the sum of money for the LEAP, which was now going to the Parish Council to enhance recreation in the village.

Councillor Yates advised that the LAP would indeed be enhanced and the sum of money which the Parish Council would be receiving, was instead of a LEAP being installed on the development. This was in the region of £50,000 and it was hoped that this money could be used at Jubilee Hall.

This had been made possible because CDC had paid for a deed of variation with Bovis Homes. It had been discussed with CDC that this course of action would be pursued with the Mintondale application on Milton Road, having first been informed that this was not CDC Policy, but as the Mintondale application had not yet been started, CDC took the action with Bovis.

However, the Parish Council would be pursuing this arrangement for the LAPS and LEAPS on the Miller Homes development and also the Mintondale development, once a builder had been found.

The Chairman asked about the reference to OCC requesting a meeting with regard to transport and planning in Bloxham. This had followed on from a previous meeting with Lisa Michelson, Sue Scans and Maurice Sheehan. All the developments in the village, should have travel plans relating to them before building had commenced, however none had been completed.

The Chairman referred to the list of outstanding issues which had been discussed with the County Council on 20 January 2015. This had been circulated to the Parish Council prior to the meeting.

Councillor Stephen Phipps advised that OCC now had a reactive rather than proactive service because they did not have the funds to react to every issue which was raised. All issues relating to the highway should be referred to the County Council through 'fix my street' on Oxfordshire County Council web site.

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Councillor Jenny Yates also highlighted that there was no schedule for cleaning gullies in the village.

The minutes of the Planning Committee meeting held on 29 January 2015 had not yet been circulated but would be in due course.

The Chairman reported that the drop kerb in Strawberry Terrace had been installed on one side of the road, but not on the other side, but this would soon be rectified.

Councillor Stephen Phipps reported that at the meeting with Tim Wilde from the County Council, with regard to the installation of a pedestrian controlled crossing over the A361 in the area of Strawberry Terrace, a costing would be obtained when the exact location had been identified.

Councillor Mallon highlighted the application for disabled parking bay in Little Green and that the proposed location had been disputed by some of the residents. The Parish Council should leave it to the County Council to sort it out.

With regard to The Slade, Gordon Hunt needed to action a number of items as the Parish Council had been trying to get The Slade transferred for approximately five years or more, and Councillor Mallon was asked to pursue this again.

The Chairman highlighted the felling of the hawthorn tree by the speed camera. The tree had been diseased and therefore removed, however the Planning Committee minutes stated the Christmas tree would be permanently sited there, but this was not the case. The Christmas tree had now been removed and a new tree was to be planted in its place and this was being paid for by a resident.

Councillor Gloria Lester-Stevens reminded members that when the hawthorn tree had been removed, the Parish Council had stated that a new tree would be planted there to commemorate the Queen's Diamond Jubilee.

The Clerk was asked to arrange for the Planning minutes to be amended accordingly.

Resolved that:

- 1) the report and minutes be noted;
 - 2) Councillor Mallon to contact Gordon Kelman with regard to the transfer of The Slade; and **Action TG/KM**
 - 3) the Planning Committee minutes from 8 January 2015 be amended to reflect the replacement tree on the A361. **Action TG/KMills**
- ii) Drop-in and Chat – The last session of the Drop-In and Chat, had been held on 10 January 2015.

The next two sessions were as follows:

14 February 2015 1030am to 12.30pm – Councillors Jim Golby and Nick Raynor as Stephen Phipps was unable to attend (This would be combined with the launch of the BNDP)
14 March 2015 – Councillors Paddy Hopkins and Sue Slater

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Resolved that the report be noted.

- iii) Jubilee Park Management Committee – Prior to the meeting, the minutes of the meeting held on 28 January 2015 had been circulated to the Parish Council.

The Parish Council thanked the new Committee and the Project Team for the comprehensive work which was going on at the Hall. The Chairman was also thanked for his work and for chairing the Management Committee and the Project Team.

The Chairman reported that the Project Team was meeting the following night and there were some new proposals for the changing rooms and that external funding could be available. The results of the user survey would also be analysed at the meeting.

Councillor Stephen Phipps highlighted that he felt it was odd that people were being paid to carry out roles on the Committee, when other village halls had volunteers to carry out these roles. He also asked why the Boys Brigade would be getting their hire of the Hall cheaper than other groups, and that this would be better spent on giving individuals the reductions instead.

The Chairman expressed his disappointed that Bloxham School would not donate or sell a small piece of its land to the east of the Hall to enable the Hall to be extended another couple of meters, particularly as this was unfenced and continually full of rubbish. The Parish Council echoed this disappointed. The Chairman also reported that Bloxham School had not actioned any of the issues which they had promised to do with regard to their continual use of the Jubilee car park by Dewey Hall users, causing inconvenience of users of the Jubilee.

Resolved that the report be noted.

123/14 FINANCE

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

Resolved that the following accounts be approved for payment:

Payments	Amount	Cheque No.
Theresa Goss – Salary for February 2015	£717.30	788
Theresa Goss – Expenses for February 2015	£15.23	788
Katherine Mills – Salary for January 2015	£112.88	789
HMRC – Monthly Payment for Salaries	£247.64	790
Oxfordshire County Council Pension Fund – Clerks Pension	£219.12	791
Oxfordshire County Council – Room Hire	£26.00	792
Geoff Mollard – Ink cartridges	£27.56	793
Geoff Mollard – Batteries for Christmas tree lights & decorations	£16.50	793
John Groves – BDNP expenses	£17.98	794
Jenny Yates – BDNP expenses	£576.75	795
Jenny Yates – Hi vis jackets for volunteers	£19.44	796
Keith Bennett – Litter picking equipment	£16.27	797

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- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 2 February 2015 for the Bank of Ireland bank accounts.

Resolved that the bank reconciliation be noted.

- iii) New Homes Bonus 2015/2016 – Prior to the meeting, the Clerk had advised the Parish Council that it would be receiving a New Homes Bonus £18,968 for 2015/2016 and Cherwell District Council and had asked how the funds would be spent in the Parish.

Resolved that:

- 1) the report be noted; and
- 2) this be deferred to the next meeting of the Resources Committee. **Action TG/KMills**

124/14 VILLAGE MATTERS

- i) Bloxham Recreation Ground Trustees – Prior to the meeting, a letter which had been sent to the Trustees from the Parish Council, had been circulated for the information of members and a reply had been received from the Trustees late that afternoon.

Councillor Stephen Phipps suggested that himself, the Chairman, John Groves and Councillors Jenny Yates and Sue Slater should meet together and discuss a reply.

Resolved that:

- 1) the report be noted; and
- 2) the Chairman, John Groves and Councillors Jenny Yates, Sue Slater and Stephen Phipps meet to discuss the response from the Trustees. **Action GM/SP**

- ii) Village Groups – The Thursday Club would be looking for a Patron whilst there was on-going fundraising.

Resolved that the report be noted.

- ii) The Slade – Prior to the meeting, Councillor Stephen Phipps had circulated a progress report with regard to The Slade. There were five issues which were outstanding and there was a legal question which needed clarification from Nigel Yeardon at Aplins.

The Slade was currently a very low priority with the County Councils' Legal department as they were dealing with a number of new developments in the County.

Trees had been taken out of both culverts but the stumps and greenery remained and OCC could not find a contractor to get them removed. This needed to be completed to see how sound the culverts actually were.

OCC suggested that The Slade could be transferred as they were, along with a sum of money to get the works completed. Councillor Phipps felt that this was not acceptable and the work should be completed prior to the transfer.

Another issue was the run-off from the Miller Homes development in Tadmarton Road and whether it would cause flooding further down the hill, coming via The Slade. Gordon Hunt had

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stated that there would be a professional judgment taken on this matter and could not give an answer on this at the moment.

Councillor Sue Slater suggested that the Parish Council took out an indemnity insurance policy against this issue and could then still go ahead with the transfer.

Councillor Jenny Yates reported that the Parish Council had told the village for a long time that it was having The Slade transferred to it from the County Council. If Brookside Close did flood as a consequence of the Tadmarton Road development, it would actually be from the Brook not from the Slade. The nature of The Slade was that it was built to absorb water and it would be appalling if the Parish Council did not now acquire it. Volunteers were getting frustrated too and the Parish Council should push for the transfer to be completed, if the money relating to the culverts from the County Council was sufficient.

Councillor Jenny Yates also reported that if water from the Miller Homes development was draining into The Slade and the transfer had been completed and the land was in Parish Council ownership, then it would put the Parish Council in stronger position with the developer when drainage plans were being finalised.

Resolved that

- 1) the report be noted;
 - 2) investigations be made into indemnity insurance policies which could be taken out if the works to the culverts are not undertaken before the transfer is completed; and **Action SP/TG**
 - 3) Councillor Kieron Mallon be asked to chase up the OCC officers with regard to the transfer. **Action KM**
- iii) Red Lion – Councillor Robert Giles reported that Colin Challenger had asked for the Parish Council to publicise the public meeting on Sunday 8 February 2015.

Councillor Giles reported that negotiations could potentially be completed within a few weeks and village volunteers would be needed for a site clean and tidy up. There was also a need for more volunteers on the Steering Group.

Resolved that:

- 1) the report be noted; and
 - 2) the Parish Council to advertise the public meeting on 8 February 2015 on Facebook. **Action TG**
- iv) Youth Club – There was no report from the Youth Club.

The Chairman reported that the storage unit which was used by the Youth Club was made of metal and there was a lot of condensation inside it, which was causing the equipment to get wet. Solutions to this problem were being looked in to but could prove to be very expensive, if at all possible.

Resolved that the report be noted.

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- v) Community Based App – Following the presentation at the Parish Council meeting on 1 December 2014, the Chairman asked the Parish Council if it was willing to support such a venture.

As this was a commercial enterprise, the Parish Council could not give its support to the community based app, however the members did feel that it was a good idea.

Resolved that the report be noted.

125/14 CORRESPONDENCE – There was one item of correspondence from Carmen Guard, asking the Parish Council to give its support to a grant application which Ellen Hinde Hall was making to Viridor.

Resolved that:

- 1) the report be noted; and
- 2) a letter of support be submitted to Viridor. **Action TG**

126/14 MEETING DATES

Resolved that it be noted that, future meeting dates for Bloxham Parish Council were 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:

- 2 March 2015
- 13 April 2015
- 23 April 2015 (Annual Parish Meeting, venue to be confirmed)
- 11 May 2015
- 1 June 2015

(The meeting closed at 9.40pm)

Chairman
2 March 2015