

LAUNTON PARISH COUNCIL

Members of the Parish Council and the Parish Clerk had been available before the start of the formal meeting from 7.00pm to meet with the public. All plans and correspondence were available for viewing and comments. Four members of the public attended the meeting.

Minutes of the meeting held on Thursday 3rd April 2014 At 7.30pm in Launton Parish Hall

Present: Councillors: Ms Wendy Foster, Mr Chris Fox, Mr Howard Hill, Ms Penny Stephens, Mr Ed Sanders Mrs Lesley Thompson and Mr Simon Turner,

In attendance: The Clerk, Mr Keith Dixon

1. To receive and accept apologies for absence

Apologies were received from Cllr Mrs Fulljames.

2. To receive any Declarations of Interest in items on the agenda

There were none.

3. To facilitate public participation with regard to items on the agenda

Mr M MacArthur gave the Council his views on the previous grass cutting contractor's performance.

4. To confirm the minutes of previous meeting – Thursday 6th March 2014.

The above dated minutes were unanimously agreed as a true record and were signed by the Chairman.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Hill
Motion carried.

5. Report from Cherwell District Councillor for Launton

There was none.

6. Report from Oxfordshire County Councillor for Launton

The Clerk reported that Cllr Mrs Fulljames was continuing to bring pressure to bear to progress the footpath in Station Rd.

7. Finance and Governance

- a. To consider tenders received for the Council's grass cutting contracts and to select a contractor for the 2014/16 period.

The Clerk reported that five contractors had been approached, there having been no response to the notice in the Bicester Advertiser, Two had submitted bids, two had declined due to other commitments, and one had not responded.

After consideration of the two bids it was resolved to engage Continental Landscapes for the next three years.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried.

- b. To receive a report from Friends of Island Pond Wood on the progress towards leasing the site and to consider financial support towards grass cutting costs.

Mr Bob Roberts reported that, after unavoidable delays, progress was being made towards completion of the lease on Island Pond Wood.

He also asked the Council to reconsider its previous agreement to contribute to the cost of grass cutting, once the lease has been completed, such that the full cost of grass cutting would be covered.

It was agreed to defer a decision until next meeting.

Signed

ST

Date 01/05/2014

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- c. To acknowledge scrutiny and acceptance of previously circulated bank statements.
Previously circulated bank statements were reviewed and accepted.
- d. To confirm and approve expenditure for April and review income during March.

Payments for approval

Cheque No	Payee	Amount
200371	K Dixon	£330.01
200372	Mr Jefferies – Bus Shelter	£73.78
200373	HMRC	£90.60
200374	Cherwell DC	£435.86
200375	Arrow Accounting	£201.48
S/O	Launton Parish Hall	£42.00
S/O	Launton Lines	£150.00
Total Payments in April 2014		£1,323.73

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£0.86
HMRC	VAT Refund	£663.67
Bank of Ireland	Interest	£92.00
Total Receipts for March 2014		£756.53

Proposed: Councillor Turner **Seconded:** Councillor Fox
All in favour **Motion carried.**

- e. To review amendments to the 2014/15 budget and, if acceptable, approve them
The Clerk explained the transfer of grants to the churches from the S137 line, in the Council's budget, to the Other Services line, which had no effect on the total for Payments.
It was resolved to accept the change.

Proposed: Councillor Turner **Seconded:** Councillor Fox
All in favour **Motion carried.**

- f. To review the full year bank reconciliation and, if acceptable, approve it.
It was resolved to accept the full year Bank Reconciliation and Cash Book which had been circulated to members previously.

Proposed: Councillor Hill **Seconded:** Councillor Fox
All in favour **Motion carried.**

- g. To review the full year accounts for the Parish Council and, if acceptable, approve them.

The Clerk described the variances between last year and the previous year, in both Receipts and Payments.
After consideration it was resolved to accept the accounts and the Chairman and Clerk signed the documents.

Proposed: Councillor Turner **Seconded:** Councillor Fox

Signed

ST

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All in favour

Motion carried.

- h. To consider the continuation of the contract with Mr P Bradford for the maintenance of Sherwood Close and The Glades open spaces and the continuation of the contract with Mr T Jenkins for maintenance of Station Rd pedestrian refuge.

It was resolved to continue both of the above contracts for the forthcoming season.

Proposed: Councillor Stephens

Seconded:

Councillor Hill

All in favour

Motion carried.

- i. To provide a back-up disc of the Council's files held electronically, for off-site storage.

The Clerk passed a disc to the Chairman for safe keeping.

8. Planning

- a. To discuss and decide upon resolutions to the Planning Authority, on Planning Applications received.

- i. Application No.14/00230/LB

Applicant Vanderbilt Homes

Proposal Proposed demolition of small section of Garden wall

Location Yew Tree Farm Station Rd Launton Bicester OX265DX

After consideration it was resolved that the Council had no objection or comment to make to the above application.

Proposed: Councillor Turner

Seconded:

Councillor Stephens

All in favour

Motion carried.

- ii. Application No.14/00001/SCOP

Applicant David Lock Associates

Proposal Scoping Option Residential Development

Location Land between Birmingham London railway line and Gavray Drive

After consideration it was resolved that the Council had no objection or comment to make to the above application.

Proposed: Councillor Foster

Seconded:

Councillor Thompson

All in favour

Motion carried.

- b. Planning Decisions

- i. Application No.14/0025/F

Applicant: Mr Simon Worfolk

Proposal Garage Conversion

Location 36 Sherwood Close, Launton, Bicester, OX26 5DR

Decision Granted

9. Village Matters

- a. To receive a report from the Clerk on the efforts to raise grant funding to improve the footpath in West End.

The Clerk confirmed that the Fund for Oxfordshire's Environment had raised three issues concerning the application for funding. Two of these had been addressed to officers at Oxfordshire CC, who have agreed to respond. The third concerned the Parish Council's preparedness to accept responsibility for the maintenance of the improved surface.

It was resolved that the Parish Council would accept responsibility for the maintenance of the surface of the path, if the planned improvements go ahead.

Proposed: Councillor Foster

Seconded:

Councillor Thompson

Signed

SC

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All in favour

Motion carried.

The Clerk also pointed out that Cherwell DC's search at the Land Registry had not revealed any recorded details of ownership of the path. He had also enquired of the landowners on either side of the path, and of Mr M Deeley, none of whom own the property.

b. Emergency Planning

Deferred until next meeting.

c. To consider suitable uses for the funds available as a result of the New Homes Bonus Scheme.

Cllr Thompson presented information on a defibrillator and cabinet which had been provided by a representative of the Ambulance Service. She also explained that a local electrician was prepared to install the power supply for the cabinet and that the landlord of The Bull was prepared to have the cabinet installed in the car park and pay for the electricity to maintain it.

It was resolved that the money received as a New Homes Bonus, and currently held as a reserve, should be used to purchase and install the device.

Proposed: Councillor Thompson
All in favour

Seconded: Councillor Turner
Motion carried.

d. To consider concerns raised about activity on the Yew Tree Farm site and the pre-conditions in the Decision Notice.

No further information had been published on the Cherwell DC website on this matter.

e. To receive a report from the Clerk on the progress towards the installation of a footway in Station Rd.

After having been advised that the plan proposed by OCC did not include a sufficient element of traffic calming to qualify for the funds held in reserve, the Clerk had organised a meeting with Ralph Green of Oxfordshire CC Highways Dept. which was attended by both parties and Cllrs Sanders, Thompson and Turner. Mr Green has since produced a revised plan which was considered by the Council during the meeting. The Council felt that the revised plan which included three flat topped humps was unlikely to be accepted without objection. Therefore, it would be unproductive to proceed with the plan, which, because of the humps, would require public consultation, without a public meeting to present the proposals to residents.

10. Correspondence

a. Correspondence received for action

i. Fiona Danks Trust for Oxfordshire's Environment – TOE2 Grant
See item 9a above.

ii. Jan Gosset OALC – Training availability

Cllr Thompson has expressed an interest in the Roles and Responsibilities training, funding for which had been agreed in December (item 7f), and it was resolved that funding should be granted for Cllr Turner to attend a course in October.

Proposed: Councillor Stephens
All in favour

Seconded: Councillor Fox
Motion carried.

iii. Peter Day OCC – Minerals and Waste Plan Consultation

The Council declined to make a contribution to this consultation since it felt it had no comment or objection to make.

Signed

ST

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- iv. Paul Harris OCC - Rights of Way Management Plan Consultation
The Council declined to make a contribution to this consultation since it felt it had no comment or objection to make.

- b. Correspondence received for information (sent by email)
 - i. Ralph Green OCC – Station Rd Footway Progress report 4
 - ii. Paul Harris OCC - Launton Parish Council Request for consideration of a TOE2 Grant
 - iii. Ian Kemp CDC - Cherwell Local Plan - Draft Hearings Programme
 - iv. Christine Lalley OALC – Consultation on a draft Transparency code for Parish and Town councils with Turnover not exceeding £25,000

11.

- a. Chairman's Report
There was none.
- b. Clerk's Report
There was none.

- 12. Date of next meeting – 1st May 2014, in the Launton Parish Hall**
The meeting closed at 9.07p.m.