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. Five members of the public attended the meeting.

Minutes of the meeting held on Thursday 7th August 2014
At 7.30pm in Launton Parish Hall

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

In attendance: The Clerk, Mr Keith Dixon

1. **To receive and accept apologies for absence**
There were none.

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 David Thompson addressed the Council regarding item 10b, expressing his concerns over practical aspects of the proposed footpath in Station Rd. and the potential for property development there should the path be installed.

4. **To confirm the minutes of previous meeting – Thursday 3rd July**
The above dated minutes were unanimously agreed as a true record and were signed by the Chairman.
Proposed: Councillor Turner **Seconded:** Councillor Fox
All in favour **Motion carried.**

5. **To receive a presentation on East West Rail Project.**
This item had been carried forward in error.

6. **Report from Cherwell District Councillor for Launton**
There was none.

7. **Report from Oxfordshire County Councillor for Launton**
There was none.

8. **Finance and Governance**
   a. To confirm and approve expenditure for August and review income during July.
   Payments for approval

Cheque No	Payee	Amount
200396	K Dixon	£318.01
200397	Mr Jefferies – Bus Shelter	£68.98
200398	HMRC	£95.40
200399	Continental Landscapes	£228.00
200400	T L Jenkins	£300.00
S/O	Launton Lines	£150.00
Total Payments in	August 2014	**£1,160.39**

All above cheques drawn on The Co-operative Bank

Income

Received Source	Reason	Amount
Co-operative Bank Current	Interest	£1.50
Bank of Ireland	Interest	£1.06
OALC	Training refund	£78.00
Total Receipts for July 2014		**£80.56**

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

b. To acknowledge scrutiny and acceptance of previously circulated bank statements.
Previously circulated bank statements were reviewed and accepted.

c. To confirm the previously considered Asset Maintenance Plan.
The previously circulated plan was accepted and signed by the chairman.
Proposed: Councillor Stephens **Seconded:** Councillor Thompson
All in favour **Motion carried.**

d. To consider progress towards grant funding for improvements to the West End footpath (FP6).
The Clerk reported that the grant application to WREN had not been accepted due to a requirement for applications to be made in hard copy rather than by email. The next date for consideration was the 22nd October. He thanked Cllr Foster and Cllr Thompson for their work in drafting the application. The Clerk had made hard copies of all documents and would mail them to WREN. He also reported that TOE2, the other grant funding body, had asked for a resubmission of its application by mid-August for consideration in September. **Action Clerk**
It was confirmed that the application to TOE2 should be for the balance of the cost of improving the footpath plus the installation of a replacement gate at The Closes end of the path.

9. Planning

a. To discuss and decide upon Planning Applications received.

i. Application No.14/01022/F
Applicant Mrs Ann Gardner
Proposal Infilling of existing front entrance canopy to form porch
Location 41Sherwood Close, Launton, Bicester OX265DR.
It was resolved that the Council had no objection or comment to make on this application.
Proposed: Councillor Turner **Seconded:** Councillor Stephens
All in favour **Motion carried.**

ii. Application No.14/01063/F
Applicant Mr Ashley Payne
Proposal Single storey side and rear extension with loft conversion.
Location 24 Ancil Avenue, Launton, Bicester OX265DJ
It was resolved that the Council had no objection or comment to make on this application.
Proposed: Councillor Hill **Seconded:** Councillor Stephens
six in favour one abstained **Motion carried.**

b. Planning Decisions
There were none.

10. Village Matters

a. Emergency Plan status

The Council discussed progress made towards development of the plan and Cllr Fox asked that members should give him their views, before the end of August. A further iteration would be presented to the meeting in October. **Action All members**

b. To receive a report from the Clerk on the outcome of the questionnaire published to all households through Launton Lines and to decide on a course of action.

The Clerk reported that 101 returns had been received, fifteen by email, the rest on paper. Of the 101 returns, 61 were from residents of Station Rd or turnings from it, and 40 were from elsewhere. The survey has identified that, of those who answered, 84% were in favour of a footpath and 70% were in favour of some form of traffic calming, rising to 76% for Station Rd residents. Of the three traffic calming options presented, the most popular was a traffic island plus a speed activated sign, favoured by 54% in Station Rd and 58% overall.

Many respondents also added comments which reflected other areas of concern including: egress from Sycamore Rd, Blenheim Drive and, in future, Yew Tree Farm; the Bicester Rd/Blackthorn Rd junction; parking on upper Station Rd; rat-running through the village, and in addition, questioned why the footpath could not be on the other side of the road (previously discounted by OCC Highways). All responses with comments had been circulated to all members of the Council.

At this point Cllr Thompson declared an interest in this item and left the meeting.

After discussion of the findings and representations earlier in the meeting, it was agreed that a meeting should be sought with OCC Highways to enable members and interested parties to discuss the findings as well as a number of matters concerning the practicalities of any future implementation. **Action Clerk**

At this point Cllr Thompson re-joined the meeting.

c. To consider responses to the article in Launton Lines concerning the vacancy for the Clerk's role and to decide on next steps.

The Clerk reported that to date, he had received two enquiries from village residents asking to be considered for the post. It was agreed that the two candidates would be interviewed at the earliest opportunity and no further advertising was necessary at this stage. It was resolved that the recruitment be delegated to the Chairman and any two other members of the Council, to be engaged as appropriate. **Action Chairman**

Proposed:	Councillor Fox	Seconded:	Councillor Thompson
All in favour		Motion carried.	

d. To report on repairs to the roadside gate in Station Rd.

The Clerk reported that Phil Bradford had installed one of the posts but the gate, which had been stored inside the hedge at Grange Farm out of public view, had been removed by persons unknown. It was resolved that a new gate should be purchased. **Action Clerk**

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

11. Correspondence

a. Correspondence received for action

i. Mr Roger Danson web enquiry - Footpath in the Glades

The Chair asked that the Clerk reply to Mr Danson confirming that the Council intended to take action to resolve the issue. It was suggested that a sign be put up to warn residents of the hazard. **Action Clerk**

ii. Mr Mark Blake - Quotation re tree removal

Since Mr Blake's quote exceeded the Council's threshold in its financial regulations, a further two quotes are required. The Clerk would approach a previous contractor and Cllr Thompson offered to find another. **Action Clerk, Cllr Thompson**

iii. Mr Scot Warnock – Endymion fence
The Chair asked the Clerk to write to Mr Warnock explaining its position.
Action Clerk

b. Correspondence received for information (sent by email)
   i. Elizabeth Stephens – ORCC. AGM and Conference 18th September
   ii. OALC – Members update
   iii. Joan Packer St.Mary's PCC – LPC Grant

12. Reports

a. Chairman's Report
The Chair pointed out an article in OALC's update to members, concerning recording of meetings by the public, and since this would affect all local council's standing orders, he asked that the topic be added to the next meeting's agenda.

b. Clerk's Report
There was none.

13. **Date of next meeting** - Thursday 4th September 2014 In the Launton Parish Hall
The meeting closed at 8.52 p.m.

Signed [signature] Date 4/9/2014