

LAUNTON PARISH COUNCIL

Parish Clerk
Caroline Dunn

13 Yew Tree Close
Launton
OX26 5AE
Tel: 01869 246959
E-mail: clerk@launton-pc.gov.uk

25th May 2017

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 1st June 2107 at 7.30pm** for the purpose of transacting the following business.

Public participation will be held from **7pm** to enable viewing of planning applications and discussion on agenda items. Members of the public wishing to address the Council during the formal meeting must make the Chairman aware of their intention before the meeting starts, and be prepared to have their names included in the minutes of the meeting.

Agenda

- 1) **To receive and accept apologies for absence**
- 2) **To receive any Declarations of Interest in items on the agenda**
Members are obliged to declare any pecuniary interest which they may have in any of the items under consideration at this meeting. (Please refer to the notes at the end of agenda)
- 3) **To facilitate public participation with regard to items on the agenda**
Public participation is limited to 30 minutes in total. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda.
- 4) **To confirm the minutes of the previous meetings on 4th May, previously circulated**
- 5) **Reports from District and County Councillors**
- 6) **Finance and Governance**
 - a) To review the Council's and employees' membership of other bodies.
 - b) To review the Council's complaints procedure.
 - c) Reviewing the Council's procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
 - d) Establishing the Council's policy for dealing with the press/media.
 - e) To confirm the dates and venues of the ordinary meetings of the Council for the next year.
 - f) To acknowledge scrutiny and acceptance of previously circulated bank statements.
 - g) To confirm and approve expenditure for June and review income in May.

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200512	Caroline Dunn	£347.32
2. 200513	HMRC	£86.80
3. 200514	C Dunn Expenses	£280.44
4. 200515	Zurich Municipal	£523.63
5. 200516	Calber Facilities Management Ltd	£235.20
S/O	Launton Lines	£110.00
Total Payments in	June 2017	£1,583.39

All above cheques drawn on The Co-operative Bank

Signed

Date

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Income Received

Source	Reason	Amount
Co-operative Bank Current	No Interest	£0.00
Co-operative Bank 14 days	No Interest	£3.38
Bank of Ireland	No Interest	£0.00
Total Receipts for May 2017		£3.38

Explanatory Notes

1. Caroline Dunn pay (gross pay £434.12)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. C Dunn - Twice yearly expenses claim for phone, mileage, Postage, overtime, etc.	£280.44
4. LPC Annual Insurance	£523.63
5. Grass cutting in village	£235.20

- h) **Missed error in May Payments** – Cherwell District Council payment for dog bin collection for £192.00 should have read £480 as per the invoice and cheque number 200511.
- i) **Costs Associated with Parish Hall Lease** – reaffirm commitment to pay PCC.
- j) **Island Pond Wood** – request for contribution towards benches.
- k) **Grant request from Bicester Good Neighbour Scheme** - (BGNS) is a voluntary organisation that provides a friendly, free, home-visiting service to older people in the area, including Launton.

7) Planning**a) Planning applications to consider**

- i. Application No: 17/00641/F
Applicant's Name: Mr & Mrs P Cox
Proposal: Re-location and adaption of a redundant agricultural barn to new site on land at Folly Cottage.
Location: Redundant agricultural barn at Folly Farm, Station Road, Launton
- ii. Application No: 17/00868/F
Applicant's Name: Mrs T Johnson
Proposal: Conversion of detached garage to create habitable space.
Location: 20 Yew Tree Close, Launton, OX26 5AE
- iii. Application No: 17/00908/F
Applicant's Name: Mr Adam Roberts
Proposal: Two storey rear extension, bay window and porch extensions.
Location: Tenaya, Bicester Road, Launton, OX26 5DP
- iv. Application No: 17/00985/LB
Applicant's Name: Ms Catherine Hall
Proposal: Permission sought to reduce the size of the chimney in what was the kitchen within the house which was previously part of Yew Tree Farm.
Location: Yew Tree Farm, Station Road, Launton, OX26 5DX

b) Notice of Decision

- i. Application No: 17/00525/F
Applicant's Name: Mr Martin Evans
Proposal: Retrospective – change of use of site A to B8 storage.
Location: Storage Building, Hare Leys Farm, Poundon Road, Launton
Decision: Granted
- ii. Application No: 17/00646/OUT
Applicant's Name: Greenwing Developments Ltd
Proposal: Outline – residential development of up to 4 dwellings.
Location: Land South West of South Riding, Station Road, Launton
Decision: Refused

8) Village Matters

- a) **Parish Hall Lease** – update from Chairman.
- b) **Traffic control in Launton** – update from Councillor Chisholm.
- c) **Post office noticeboard** – update from Clerk.
- d) **Proposed Development at Grange Farm** – developers to address the Council

9) Correspondence

- a) **Correspondence received for action**
 - i. 'Victim First' new initiative from the Police and Crime Commissioner for Thames Valley.
 - ii. Cherwell District Council Parish Liaison Meeting 21st June 2017 from 7pm to 9pm.
- b) **Correspondence received for information**
 - i. Rural Services Network weekly summaries.
 - ii. SSLC Monthly Bulletins.
 - iii. OALC Monthly Newsletter.
 - iv. Thank you letter from St Mary's Parochial Church Council for grass cutting contribution.
 - v. Post Office decision following consultation.

10) Reports

- a) Chairman's Report
- b) Clerk's Report
 - i. Parish Hall cupboard clearing.
 - ii. Google Maps and Launton Parish Council
 - iii.

11) Date of next meeting – Thursday 6th July 2017 at 7.30 in Launton Parish Hall.

Notes on declarations of interest.

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered.

National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular, The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012