

LAUNTON PARISH COUNCIL

Parish Clerk
Caroline Dunn

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

28th July 2017

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 3rd August 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 30th June & 6th July, previously circulated**
- 5) **Reports from District and County Councillors**
- 6) **Finance and Governance**
 - a) **To review the Council's complaints procedure** – previously circulated by the Clerk.
 - b) **Reviewing the Council's procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998** – Previously circulated by the Clerk.
 - c) **Establishing the Council's policy for dealing with the press/media** – Previously circulated by the Clerk.
 - d) **To acknowledge scrutiny and acceptance of previously circulated bank statement.**
 - e) **To confirm and approve expenditure for August and review income in July.**

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200527	Caroline Dunn	£347.32
2. 200528	HMRC	£86.80
3. 200529	Calber Facilities Management Ltd	£235.20
4. 200530	T L Jenkins Landscaping Ltd	£318.00
5. 200531	OALC	£12.00
S/O	Launton Lines	£110.00
Total Payments in	August 2017	£1,109.32

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Oxfordshire County Council	Grass Cutting Grant	£1,216.28
Launton Plotters	Insurance contribution	£10.00
Co-operative Bank Current	No Interest	£0.00
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Interest received	£0.99
Total Receipts for July 2017		£1,227.27

Explanatory Notes

1. Caroline Dunn pay (gross pay £434.12)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. Calber - Grass Cutting in Village	£235.00
4. Weed clearing over bridge towards roundabout	£318.00
5. 3 x Good Councillor Guide Books for new Councillors	£12.00

f) Costs Associated with Parish Hall Lease – reaffirm commitment to pay PCC expenses.

g) To review and accept year end Cash Book transactions and bank reconciliation.

h) To approve cost for new dog waste bin – clerk to update.

i) Recruitment of new Clerk – update from Clerk.

7) Planning

a) Planning applications to consider

- i. Application No: 17/01128/F
Applicant's Name: Mr Patel
Proposal: Extension and alterations to existing shop to allow a merger with Budgens(?) and create a post office, plus first floor extension to create 2 flats.
Location: 36 Bicester Road, Launton, OX26 5DQ

b) Notice of Decision

- i. Application No: 17/00803/OUT
Applicant's Name: Richborough Estates
Proposal: Outline application for residential development up to a maximum of 70 dwellings, provision of open space, landscaping, access, infrastructure & demolition of outbuildings.
Location: OS Parcel 2945 Grange Farm, West of Station Cottage, Station Road, Launton
Decision: Refused
- ii. 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
Decision: Refused
- iii. Application No: 17/01008/F
Applicant's Name: Mr Richard & Mr David Walker
Proposal: Change of use of pool house to a self-contained dwelling and erection of new double garage.

Location: The pool house, 57 West End, Launton, OX26 5DG
Decision: Refused

- iv. Application No: 17/01158/F
Applicant's Name: Mr Brind
Proposal: Two storey extension to both sides of existing house and new porch (revised scheme of 14/00205/F).
Location: Belmont, Bicester Road, Launton, OX26 5DP
Decision: Granted

8) Village Matters

- a) **Parish Hall Lease** – update from Chairman.
- b) **To discuss repainting or re-varnishing the wooden bus shelter on Bicester Road** – Update from Clerk.
- c) **East West Rail Phase 2** – to discuss whether follow-up action is required.
- d) **Launton Village Fete** – request for the Parish Council to become a “parent body” for the fete.

9) Correspondence

- a) **Correspondence received for action**
 - i. Letter from Michael Curry about the noise from The Harrison on 8th July 2017.
- b) **Correspondence received for information**
 - i. Rural Services Network weekly summaries.
 - ii. SSLC Monthly Bulletins.
 - iii. OALC Monthly Newsletter.
 - iv. Thank you letter from Bicester Good Neighbour Scheme for donation.

10) Reports

a) Chairman's Report

b) Clerk's Report

- Overtime expenses
- Bank of Ireland account

11) Date of next meeting – Thursday 7th September 2017 at 7.30 pm 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