

# LAUNTON PARISH COUNCIL

Parish Clerk  
Caroline Dunn

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31<sup>st</sup> March 2017

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 6<sup>th</sup> April 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 2<sup>nd</sup> March, previously circulated**
- 5) **Reports from District and County Councillors**
- 6) **Finance and Governance**
  - a) To acknowledge scrutiny and acceptance of previously circulated bank statements.
  - b) To confirm and approve expenditure for April and review income in March.

### Monthly Payment and Receipts Summary

#### Payments for approval

| Cheque No         | Payee                               | Amount    |
|-------------------|-------------------------------------|-----------|
| 1. 200597         | Caroline Dunn                       | £347.32   |
| 2. 200598         | HMRC                                | £86.80    |
| 3. 200559         | C Fox                               | £25.14    |
| 4. 200600         | St Mary's PCC                       | £1,260.00 |
| 5. 200501         | M D Blake Forestry & Landscape Svcs | £192.00   |
| 6. 200502         | Trueform Engineering Limited        | £3,294.00 |
| 7. 200503         | Society of Local Council Clerks     | £93.00    |
| 8. 200505         | C Dunn                              | £143.39   |
| 9. 200506         | Glasdon UK Ltd                      | £184.74   |
| S/O               | Launton Lines                       | £110.00   |
| Total Payments in | April 2017                          | £5,736.39 |

All above cheques drawn on The Co-operative Bank

Signed

Date

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**Income Received**

| Source                        | Reason                 | Amount    |
|-------------------------------|------------------------|-----------|
| Launton Plotters              | Insurance Contribution | £10.00    |
| HMRC                          | VAT refund             | £1,703.37 |
| Cherwell District Council     | New Homes Grant        | £526.60   |
| Co-operative Bank Current     | No Interest            | £0.00     |
| Co-operative Bank 14 days     | No Interest            | £0.00     |
| Bank of Ireland               | Interest               | £1.99     |
| Total Receipts for March 2017 |                        | £2,241.96 |

**Explanatory Notes**

|                                                        |           |
|--------------------------------------------------------|-----------|
| 1. Caroline Dunn pay (gross pay £434.12)               | £347.32   |
| 2. HMRC for Caroline Dunn Income Tax                   | £86.80    |
| 3. Reimbursement for parts to fix bench by memorial    | £25.14    |
| 4. Churchyard grass cutting contribution               | £1,260.00 |
| 5. Tree cutting in The Glades and The Poplars          | £192.00   |
| 6. Benches for bus shelters x 3                        | £3,294.00 |
| 7. Membership of SLCC                                  | £93.00    |
| 8. Reimbursement for Council website & email addresses | £143.39   |
| 9. Litter bins for bus shelters x 2                    | £184.74   |

- a) **Costs Associated with Parish Hall Lease** – reaffirm commitment to pay PCC costs and review initial limit.
- b) **Donation on behalf of WI to Denman House (restoration fund)** – in lieu of cake baking expenses for Village Clean Up event.
- c) **Budget for 2017-18** – to be confirmed.

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

- i. Application No: 17/00343/LB & 17/00342/F  
Applicant's Name: Jonathan Byron  
Proposal: Single storey detached garage with garden store to side of dwelling (Resubmission of 16/02122/LB).  
Location: Greyhound House, Bicester Road, Launton, OX26 5DQ
- ii. Application No: 17/00031/F  
Applicant's Name: Mr Gerry Connors  
Proposal: Enlarge the site to the rear to include two further static mobile homes and enlarge two day rooms and relocate one.  
Location: Summer Place, Blackthorn Road, Launton
- iii. 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
- iv. Application No: 17/00127/DISC  
Applicant's Name: Ms Catherine Hall  
Proposal: Discharge of Conditions 3 (full building record), 4 (design details), 7 (chimney liner), 8 (floor material), 10 (ballustrade details) or 16/02126/LB.  
Location: Yew Tree Farm, Station Road, Launton, OX26 5DX
- v. Application No: 17/00591/F  
Applicant's Name: Mr M Chick  
Proposal: Demolish livery stables including one bedroom flat; erection of three bedroom dwelling (Resubmission of 16/02389/F).  
Location: Stratton Fields Livery Stables, Launton Road, Stratton Audley, OX27 9AS

b) **Notice of Decision**

- i. Application No: 16/02164/F  
Applicant's Name: Mr Patel  
Proposal: Extension and alterations to existing shop and flat.  
Location: Costcutter, 36 Bicester Road, Launton, OX26 5DQ  
**Decision: Granted**
- ii. Application No: 16/02568/F  
Applicant's Name: Miss Jane Hawes  
Proposal: Change of use from general purpose agricultural building to allow use for livestock.  
Location: OS Parcel 4088 adjoining and east of Old Police Cottage, Station Road, Launton  
**Decision: Granted**
- iii. Application No: 17/00086/F  
Applicant's Name: Mr Richard Messenger  
Proposal: New driveway gate.  
Location: 38 Yew Tree Close, Launton, OX26 5AE  
**Decision: Granted**
- iv. Application No: 17/00053/F  
Applicant's Name: Bicester Heritage  
Proposal: Variation of Condition 2 of 15/00523/F to allow minor amendment to approved scheme.  
Location: Building 119 FFMT shed, Bicester Heritage, Buckingham Road, Bicester  
**Decision: Granted**
- v. Application No: 17/00270/F & 17/00062/LB  
Applicant's Name: Ms Catherine Hall  
Proposal: Install a 2500 litre Oil Fuel Tank inside the confines of Yew Tree Farmhouse and the installation of fencing around driveway in rear garden.  
Location: Yew Tree Farm, Station Road, Launton, OX26 5DX  
**Decision: Granted**

8) **Village Matters**

- a) **Parish Hall Lease** – Update from Chairman.
- b) **Bus Shelters, bins and seating (to include bench at The Poplars)** – Update from Councillor Fox.
- c) **Grass Cutting contract to be reviewed** – Clerk to update.
- d) **Parish Path Warden Report on danger of potential flooding in Launton** – Report previously circulated.
- e) **Annual Cherwell District Council Survey** – Clerk to report.

9) **Correspondence**

- a) **Correspondence received for action**
  - i. Email from Kathy House requesting another talk on the use of the village debrillator.
  - ii. Email from Rob Pritchard, the SSE Community Liaison Officer for Oxfordshire about the Smart Meter roll out.
  - iii. Second contract received from OCC for Grass Cutting
- b) **Correspondence received for information**
  - i. Rural Services Network weekly summaries.
  - ii. SSLC Monthly Bulletins.
  - iii. Community First Spring Newsletter

10) **Reports**

- a) Chairman's Report
- b) Clerk's Report
  - i. Parish Hall timings with Brownies.
  - ii. SSE Open Event
  - iii. Clerks Cupboard

**11) Date of next meeting** – Thursday 4<sup>th</sup> May 2017 at 7.30 in Launton Primary School.

**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