

LAUNTON PARISH COUNCIL

Members of the Parish Council and the Parish Clerk had been available before the start of the formal meeting from 7.00 pm to meet the public. All plans and correspondence were available for viewing and comments. 4 members of the public attended the meeting.

Minutes of the meeting held on Thursday 3rd August 2017 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Bobby Clements, Mr Ed Sanders, and Mr Simon Turner (Chairman)

In attendance: The Clerk, Mrs Caroline Dunn

1) To receive and accept apologies for absence

Apologies were received from Councillors: Mrs Lizzie Chisholm, Mr Chris Fox (Vice-Chairman), Mrs Lesley Thompson, Mrs Jeanne Walker, Mr Ian Corkin (OCC & CDC), Mr Tim Hallchurch (CDC) and Mr David Hughes (CDC)

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 Peter Cox addressed the Council about the poor and inconsistent state of the grass cutting on Station Road since the new footway has been built.

4) To confirm the minutes of the previous meetings on 30th June 2017

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Clements
Motion Carried

& 6th July 2017, previously circulated

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Clements
Motion Carried

5) Reports from District and County Councillors

The Chairman read a brief report from Councillor Ian Corkin with an update on information from both County and District Councils.

6) Finance and Governance

a) To review the Council's complaints procedure – previously circulated by the Clerk and to be deferred to the next meeting when more Councillors are present.

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 and to be deferred to the next meeting when more Councillors are present.

c) Establishing the Council's policy for dealing with the press & media – previously circulated by the Clerk and to be deferred to the next meeting when more Councillors are present.

d) To acknowledge scrutiny and acceptance of previously circulated bank statements – reviewed and accepted.

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
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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

Proposed: Councillor Turner
All in favour

Seconded: Councillor Sanders
Motion Carried

f) Costs Associated with Parish Hall Lease – The Chairman had a meeting with the Rector of St Edburg's, Reverend Verena Breed, to reaffirm the Parish Council's commitment to pay PCC expenses for leasing the Parish Hall.

g) To review and accept year the first quarter transactions and bank reconciliation – these were reviewed and accepted.

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Clements
Motion Carried

h) To approve cost for a new dog waste bin – the Clerk explained that the new bin would cost approximately £70 more as it needs to be a lockable dog waste bin. This is because the bin will be placed in close proximity to the play park by the playing fields.

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Clements
Motion Carried

i) Recruitment of new Clerk – The Clerk confirmed that there have been a few enquiries but only one serious applicant so far for the position of new Clerk. It was agreed that, due to the Launton Lines latest issue having only just come out with the advert for the Clerk position, the Council would wait at least two more weeks before starting the interviewing process.

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
Decision: **No Comments or Objections**

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Clements
Motion Carried

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** – The Chairman informed the Council that he, and various other members of committees with an interest in the Parish Council taking on the Parish Hall lease, had a positive meeting with the Vicar of St Edburg's, the Reverend Verena Breed and progress is being made.
- b) **To discuss repainting or re-varnishing the wooden bus shelter on Bicester Road** – The Clerk confirmed that the re-varnishing of the wooden bus shelter would be carried out on the 10th and 11th August – weather permitting!
- c) **East West Rail Phase 2** – It was agreed that the Clerk would contact East West Rail to comment on behalf of the Council about the work proposed for Launton. The main concern for Launton would be a wish to keep traffic restrictions within the village such as the traffic lights for single road flow over the existing railway bridge into Launton from Bicester. This restriction alleviates the inevitable rat running and curbs the continuous flow of traffic, which also help villagers access the main roads from their drives.

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Turner
Motion Carried

- d) Launton Village Fete** – request for the Parish Council to become a “parent body” for the fete. A decision on this item will be deferred until the September meeting when more Councillors are available but in the meantime the Clerk will look into whether the Parish Council’s insurance will cover losses on an event such as the Village Fete due the bad weather.

9) Correspondence

a) Correspondence received for action

- i. Letter was received from Dr Michael Curry about the noise from The Harrison on 8th July 2017. The Clerk will respond to Dr Curry informing him that this complaint should be dealt with, firstly by addressing the venue causing the disturbance and, failing that, then the police. Dr Curry could also address the Licencing Office and the Environmental Officer at Cherwell District Council, should he wish to take the complaint further.

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

The Chairman reported back on the East West Road Consultation which was also attended by Councillors Sanders and Thompson.

b) Clerk’s Report

- i. The Clerk explained that overtime expenses will need to be claimed next month due to a large amount of overtime hours accrued while working towards the annual audit.
- ii. The Bank of Ireland account is to be closed and in the interim the Clerk will move funds into the Co-operative 14-day savings account, while a decision on opening another account is made based on the best interest rates available.

11) Date of next meeting – Thursday 7th September 2017 at 7.30 pm in Launton Parish Hall.

The meeting closed at 20.19pm

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