

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. 3 members of the public attended the meeting.

Minutes of the meeting held on Thursday 12 May 2016 at 7.30pm in Launton Congregational Church

Present: Councillors: Mr Chris Fox, Mr Bobby Clements, Ms Lesley Thompson, Mr Ed Sanders and Mr Simon Turner, Chairman.

In attendance: Mr David Hughes, Cherwell District Council, and the Clerk, Mrs Caroline Dunn.

1) Election of Chairman

Councillor Turner agreed to stand again and he was duly elected.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried

2) Election of Vice Chairman

Councillor Fox agreed to stand and he was duly elected.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Sanders
Motion carried

3) Register of Members' Interests

Registers of Members' Interests were duly completed and will be held, along with their Declarations of Acceptance of Office, in the Launton Parish Council Code of Conduct file.

4) To receive and accept apologies for absence

There were none.

5) 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)

6) To facilitate public participation with regard to items on the agenda

Bob Roberts addressed the meeting about a planning application - item number 7) c) i. He pointed out that there were factual errors in the supporting documents and uncertainty about the access ownership.

7) To confirm the minutes of the previous meeting on 7th April, previously circulated

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

8) Reports from District and County Councillors

Councillor Hughes (CDC) informed the Council that following the elections he, Tim Hallchurch and Simon Holland had all been elected to serve as Councillors of the larger Ward of Launton & Ottmoor. They had received a briefing from Sue Smith the Chief Executive of Cherwell District Council explaining that huge savings were being made by having joint councils, and their first council meeting will be held next week.

9) Finance and Governance

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

b) To review the Council's insurance arrangements and payment of annual premium.

The Council agreed to stay with Zurich Insurance as there had been no increase in the premium and they were still competitively priced.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried

- c) To confirm and approve expenditure for May and review income in April.

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200490	Caroline Dunn	£340.00
2. 200491	Caroline Dunn	£264.32
3. 200492	HMRC	£75.80
4. 200493	C A Traffic Ltd	£300.00
5. 200494	Zurich Municipal	£504.19
S/O	Launton Lines	£110.00
Total Payments in	May 2016	£1,594.31

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Cherwell District Council	New Homes Grant	£527.00
Cherwell District Council	Precept	£10,761.09
Co-operative Bank Current	No Interest	£0.00
Co-operative Bank 14 days	Statement not in yet	£3.78
Bank of Ireland	No Interest	£0.00
Total Receipts for	April 2016	£11,291.87

Explanatory

Notes

1. Caroline Dunn

Salary	Regular Gross	£425.00
	Total gross	£425.00
	Less Tax	£85.00
	Net Salary	£340.00

2. Caroline Dunn (28 hours worked during handover) £264.32

3. HMRC (C.Dunn tax less £9.20 credit) £75.80

4. Traffic Survey Camera £300.00

5. LPC annual insurance £504.19

April 2016

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

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

Proposed: Councillor Fox
All in favour

Seconded: Councillor Turner
Motion carried

- e) To review and accept Clerk's extra hours - during handover, for audit and for governance documents.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried

- f) Parish Hall Improvements Project (PHIP) - funds request for £300 to cover the cost of a Parish survey.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Turner
Motion carried

- g) Change of account signatories and change to authorised account persons – these were duly completed.

10) Planning

- a) **Launton, A Plan** – Decision on Community Plan, Neighbourhood Plan or neither.
It was decided that this will be revisited once the Council is at full strength.

b) Withdrawal of planning applications

- i. Application number: 16/00034/F
Proposal: Place two further static mobile homes on the site. Enlarge the two day rooms to accommodate the increase in use.
Location: Summer Place, Blackthorn Road, Launton

c) Planning applications to consider

- i. Application number: 16/00654/F
Applicant: Mrs Greta Walker
Proposal: Remove existing pool house, changing rooms and triple garage; erection of new 4 bedroom dwelling with detached double garage.
Location: 57 West End, Launton, Bicester, OX26 5DG
Decision: No objections, but the following comments were noted - there is doubt surrounding the access to this proposed property, the right of vehicular access, as well as ownership of land over which the access runs. Bob Roberts pointed out a factual error in the supporting documents, where a photograph states it shows 55 West End (which doesn't exist) but it is in fact the garden of 51 West End. There is also concern about the increased traffic at the smallest part - the turning area - of a narrow road.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Clements
Motion carried

- ii. Application number: 16/00657/OUT
Applicant: R Howson
Proposal: Erection of two dwellings – re-submission of 15/02006/OUT
Location: Jack Barn, West End, Launton, Bicester, OX26 5DG
Decision: No objections, but the following comments were noted - there is concern about the increased traffic at the smallest part - the turning area - of a narrow road.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Thompson
Motion carried

d) Planning decisions to note

- i. Application number: 16/00249/F
Applicant: Mr Colin Badger
Proposal: Improvement of access to agricultural land
Location: Land South of OS4100 and adj to Blackthorn Road, Launton
Decision: Approved
- ii. Application number: 16/00051/TCA
Applicant: Mr George Moore
Proposal: Felling of two trees
Location: Building 137, RAF Bicester, Buckingham Road
Decision: Notice of Intent – CDC had no further comments of objections
- iii. Application number: 16/00337/F
Applicant: Mr & Mrs Mark Ford-Langstaff
Proposal: Erection of single storey extension to kitchen, first floor extension above garage to form guest suite and addition of first floor balcony.
Location: Sherwood House, Bicester Road, Launton, Bicester, OX26 5DP
Decision: Approved

11) Village Matters

- a) **Crossroads potential hazard** – The Clerk reported that, as everyone is aware, the work at the village crossroads has been completed and it is generally felt this is a vast improvement.
- b) **Launton noticeboards** – Having previously circulated price quotes for a completely new village notice board it was felt that this option was too costly. It has been agreed that the old notice boards will be sanded down, repainted and revarnished and then Councillor Fox will arrange to have magnetic sheets mounted inside the notice boards, thus avoiding the ongoing problems with damp.
- c) **National Energy Foundation (NEF)** – The Chairman reported that he had been in contact with NEF and ascertained that they are only really interested in supplying mains gas where there is a high demand for business use. NEF were given contact details for businesses, within the village, who might be interested.
- d) **East West Rail** – The Clerk read out an email she had received from Mr Charles Hurst, the Agent for East West Rail, in which he had made it clear that construction traffic is not to travel through Launton. This had been accepted by everyone involved in the project.
- e) **Traffic Survey** – Councillor Fox reported that the survey has been carried out and he has gathered a huge amount of data which will be analysed over the next few months. Once this is completed a summary of the information gathered from the data will be published in the Launton Lines.
- f) **Grass Cutting** – With the existing grass cutting contract still having two years to run, it was decided that the Clerk would speak to Continental Landscapes to see if they could improve their grass cutting and provide the service they are contracted to do.
- g) **Annual Community Emergency Plan** – The Clerk reported that Carol MacKay of OCC had offered to look at our existing Emergency Plan, once this is done a review will be held at the same time as the Governance Documents are reviewed. It was decided that, as emergency planning literature had already been given out around the village a few years ago, it would be unnecessary to do so again.

12) Correspondence

- a) **Correspondence received for action**
 - i. Cherwell Parish Liaison Meeting – Wednesday 8th June, Bodicote House, 7pm
Councillor Turner will attend and perhaps Councillors Fox and Clements once they have checked their commitments for that date.
 - ii. Letter asking about a promised traffic survey – The Clerk to write a reply with an update on the traffic survey.
 - iii. Letter voicing concerns about speeding drivers on Station Road – The Clerk to write a reply with the latest traffic survey update.
- b) **Correspondence received for information**
There was none.

13) Reports

- a) **Chairman's Report** – The Chairman welcomed Councillor Bobby Clements to the Council and recommended that both he and the Clerk attend the OALC training courses that are on offer.
- b) **Clerk's Report** – Public Transport Rep for Launton – this position is to be advertised in the Launton Lines, on the village website and on the Launton Facebook page.

14) Date of next meeting – Thursday 2nd June 2016 at 7.30 in Launton Parish Hall.

The meeting closed at 9.55pm

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