

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 1st December 2016 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Chris Fox (Vice-Chairman), Mr Ed Sanders, Mr Simon Turner (Chairman) and Mrs Jeanne Walker.

In attendance: The Clerk, Mrs Caroline Dunn, Councillor Mrs Catherine Fulljames (OCC) and Councillor David Hughes (CDC).

1) To receive and accept apologies for absence

Apologies were received from Councillors: Mr Bobby Clements, Mrs Lizzie Chisholm and Mrs Lesley Thompson.

2) To receive any Declarations of Interest in items on the agenda

Councillor Walker declared an interest in item 7)a)ii of the Agenda.

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

Mr Rob Armstrong addressed the Council about the need to be vigilant in preventing Manor Oak Development from manipulating the planning system to artificially improve the perceived legitimacy and quality of their proposed development site off the Blackthorn Road.

4) To confirm the minutes of the previous meetings on 1st September 2016,

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried

and 3rd November 2016, previously circulated

Proposed: Councillor Fox

Seconded: Councillor Sanders

All in favour

Motion carried

5) Reports from District and County Councillors

Councillor Catherine Fulljames (OCC) updated the Council on her priorities for Launton and specifically with regard to the future of Launton School, its potential expansion, and problems with parking.

Councillor David Hughes (CDC) updated the Council on staffing changes within Cherwell District Council and how they will affect Launton.

6) Finance and Governance

- a) To acknowledge scrutiny and acceptance of previously circulated bank statements.
- b) To confirm and approve expenditure for December and review income in November.

Monthly Payment and Receipts Summary

**Payments for
approval**

Cheque No	Payee	Amount
1. 200578	Caroline Dunn	£347.32
2. 200579	HMRC	£86.80
3. 200580	Chris Fox	£13.98
4. 200581	Continental Landscapes Ltd	£228.00
5. 200582	Caroline Dunn	£49.99
S/O	Launton Lines	£110.00
Total Payments in	December 2016	£836.09

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Statement not in yet	£0.00
Co-operative Bank 14 days	Interest	£4.72
Bank of Ireland	Interest	£0.99
Total Receipts for	November 2016	£5.71

Explanatory Notes

1. Caroline Dunn pay (gross pay £434.12)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. Village noticeboard posts	£13.98
4. Grass cutting	£228.00
5. Portable external hard drive (Clerk computer back-ups)	£49.99

November 2016**Proposed:** Councillor Turner**Seconded:** Councillor Fox

All in favour

Motion carried

- c) **Costs Associated with Parish Hall Lease** – reaffirm commitment to pay PCC costs and review initial limit.
This will be carried over to January 2017 meeting while awaiting an estimate of costs from the PCC.

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

- i. Application No: 16/02122/LB & 16/02121/F
Applicant's Name: Mr Jonathan Byron
Proposal: Single storey detached garage with garden store to the side of the dwelling.
Location: Greyhound House, Bicester Road, Launton, OX26 5DQ
Decision: No objections or comments

Proposed: Councillor Turner**Seconded:** Councillor Sanders

All in favour

Motion carried**Councillor Walker left the room before the next item and took no part in the discussion or vote.**

- ii. Application No: 16/02164/F
Applicant's Name: Mr Patel
Proposal: Extension and alterations to existing shop and flat to create larger shop and 3 flats.
Location: Costcutter, 36 Bicester Road, Launton, OX26 5DQ
Decision: Object – on the grounds of overdevelopment of a small site, loss of privacy and amenity to neighbouring properties, increased noise when shop's air-conditioning units are relocated to permit vehicular access use of the narrow driveway, as well as the numerous traffic and parking problems at the site that already produces highway problems.

Proposed: Councillor Turner**Seconded:** Councillor Sanders

Councillor Walker abstained, others in favour

Motion carried**Councillor Walker then re-joined the meeting.**

- iii. Application No: 16/00480/DISC
Applicant's Name: Albion Land Ltd
Proposal: Discharge of Conditions 6 (floodplain compensation), 8 (Langford beck buffer), 9 (surface water management), 18 (landscape and ecology management plan and 22 (arboricultural method statement) of 15/01012/OUT.
Location: Land North East of Skimmingdish Lane, Launton
Decision: No objections or comments

Proposed: Councillor Fox**Seconded:** Councillor Sanders

All in favour

Motion carried

- iv. Application No: 16/02169/F
Applicant's Name: Southern Electric Power Distribution Plc

Proposal: Creation of three temporary and one permanent vehicular accesses associated with the underground 132kV line.
Location: Access 10 and 11 Proposed, Bicester Road, Launton
Decision: No objections or comments

Proposed: Councillor Fox
All in favour

Seconded: Councillor Turner
Motion carried

v. Application No: 16/02193/F
Applicant's Name: Mrs Susan Hawes
Proposal: Redevelopment of side extension from flat roof to pitched roof. Moving the kitchen into the existing utility.
Location: 8 Skinner Road, Launton, OX26 5DH
Decision: No objections or comments

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

vi. Application No: 16/00522/DISC
Applicant's Name: Southern Electric Power Distribution Plc
Proposal: Discharge of Conditions 18 (badgers mitigation strategy), 21 (construction environmental management plan), 22 (bat, bird, owl and invertebrate boxes) and 23 (biodiversity method statement) of 16/01418/F.
Location: The Electricity Network Company, Bicester North Sub Station, Skimmingdish Lane, Caversfield, Oxfordshire
Decision: No objections or comments

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Walker
Motion carried

vii. Application No: 16/02126/LB
Applicant's Name: Ms Catherine Hall
Proposal: Alterations to listed building, new driveway and driveway fence.
Location: Yew Tree Farm, Station Road, Launton, OX26 5DX
Decision: No objections or comments

Proposed: Councillor Fox
All in favour

Seconded: Councillor Sanders
Motion carried

viii. Application No: 16/01805/F
Applicant's Name: Bicester Heritage
Proposal: Change of use of buildings from sui generis MOD use to various commercial uses as detailed in accompanying Planning Statement with associated physical works and demolition of buildings 101 and 104 and erection of replacement structures.
Location: Bicester Heritage, Buckingham Road, Bicester, OX26 5HA
Decision: No objections or comments

Proposed: Councillor Fox
All in favour

Seconded: Councillor Sanders
Motion carried

ix. Application No: 16/01806/LB
Applicant's Name: Bicester Heritage
Proposal: Physical works to buildings 79, 103, 108, 113, 123, 129, 130, 131, 135 and 137 to enable restoration and conversion to commercial use.
Location: Bicester Heritage, Buckingham Road, Bicester, OX26 5HA
Decision: No objections or comments

Proposed: Councillor Fox
All in favour

Seconded: Councillor Turner
Motion carried

b) **Planning Appeal against Refusal**

i. Appeal Reference: APP/C3105/D/16/3159523
Appeal Start Date: 31 October 2016
Applicant's Name: Mr I Cattle
Proposal: Single storey extension to rear, new roof light window and summer house.
Location: Orchard Barn, 40 Yew Tree Close, Launton, OX26 5AE

c) **Withdrawal of Planning Application**

i. Application No: 16/01719/F

Proposal: Addition of two further static mobile homes and enlarge two day rooms and relocate one, to accommodate increased use – Resubmission of 16/00034/F.
Location: Summer Place, Blackthorn Road, Launton

8) Village Matters

- a) **Parish Hall Lease** – A letter was received from the Secretary of the Parish Hall Improvement Project with details of a working group assembled to facilitate the lease application for the Council. The Chairman reported that progress was being made, albeit slowly.
- b) **Bus Shelters Bins and Seating** – Councillor Fox produced samples and costings for a number of suitable benches and bins for the bus shelters. The options were narrowed down and a final decision will be made in January 2017.
- c) **Overgrown Brambles (Rural)** – Under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960” members of the public were required to leave the room to enable the confidential matter of quotes to be discussed. The Clerk informed the Council that she and the Chairman would be meeting with a potential contractor and further quotes would be obtained for cutting back the brambles within the Parish, but outside the 30mph speed limit, on an annual basis. A quote was approved for Mr Jenkins to treat the weeds along the road and footway from the Bicester Road 30mph signs to the roundabout past the railway bridge.

Proposed: Councillor Fox

Seconded: Councillor Turner

All in favour

Motion carried

- d) **Parliamentary Boundary Changes** – The Chairman’s draft letter to the BCE (previously circulated to the Councillors), objecting to the proposal to separate Launton from Bicester for electoral purposes, and suggesting a solution potentially suitable to the BCE, was approved and will be sent. A copy of the letter will be put on the LPC website.

Proposed: Councillor Fox

Seconded: Councillor Walker

All in favour

Motion carried

The following item was moved to the end of the meeting to minimise further disruption to the public due to their exclusion.

- e) **Sherwood Close Open Space** – Under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960” members of the public were required to leave the room to enable the confidential matter of quotes to be discussed. The Council agreed to remove a post that has rotted and fill the space with soil, the same will happen when the other posts eventually rot. It was also decided to remove the five willow trees before they cause major damage.

Proposed: Councillor Fox

Seconded: Councillor Turner

All in favour

Motion carried

- f) **Cycle Stands on A4421** – The Clerk explained that a request had been made for Caversfield PC to adopt the new bicycle stands to be installed next to the bus shelter on the A4421 from Bicester. As Caversfield PC already maintains the bus shelter there were not objections.

Proposed: Councillor Walker

Seconded: Councillor Sanders

All in favour

Motion carried

- g) **Phone Box on Station Road** – BT have requested permission to remove the phone box on Station Road as it has only been used 26 times in the past year. A notice has been attached to the phone box for the past two months and as there has been no objection received, it was agreed it should be removed.

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried

- h) **SSE Preparation for Winter** – A notice about a Register for vulnerable villagers has been received from SSE and the Clerk will ask the Launton Lines, Launton Facebook page, WI, Historical Society and over 60s Club to spread the word.

- i) **Launton Lines** – A letter was received from Pat Tucker, the Chair of Launton Lines, asking for the Parish Council’s opinion about taking the publication online as the Council is a major financial contributor to the publication. The views expressed by the Parish Council are that they are not convinced of the necessity of an online version and have concerns about the consequential changes to content for the villagers. The

Council is very aware of the seriousness that the Launton Lines takes on the issue of going online and wish them well with their decision.

9) Correspondence

a) Correspondence received for action

- i. Letter from Mr Keith Kidney about LPC support for Post Office move to Costcutter – the Chairman has spoken to Mr Kidney and explained the reasons behind the letter of support.
- ii. CDC Planning Workshop for Local Plan Part 1 on 7th December 2016 – Councillors Turner and Sanders to attend on behalf of Launton Parish Council.

b) Correspondence received for information

- i. Letter from The Royal British Legion thanking LPC for its contribution to the Poppy Appeal.
- ii. Rural Services Network weekly summaries.
- iii. SSLC Monthly Bulletin

10) Reports

- a) Chairman's Report – feedback following a meeting with other Parishes about the proposed boundary changes by BCE.
- b) Clerk's Report – A back-up hard disk has been purchased to ensure that no files are lost should the Clerk's laptop fail.

11) Date of next meeting – Thursday 5th January 2017 at 7.30 in Launton Parish Hall.

The meeting closed at 10.14pm

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