

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. 2 members of the public attended the meeting.

Minutes of the meeting held on Thursday 3rd November 2016 at 7.30pm in Launton Parish Hall

Present: Councillors: Mrs Lizzie Chisholm, Mr Bobby Clements, Mr Chris Fox (Vice-Chairman), Mr Ed Sanders, Mrs Lesley Thompson, Mr Simon Turner (Chairman) and Mrs Jeanne Walker.

In attendance: The Clerk, Mrs Caroline Dunn.

1) To receive and accept apologies for absence

Apologies were received from Councillor Catherine Fulljames OCC.

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

Mr Peter Cox addressed the meeting regarding item 7)c) and his concerns about access to Wyndham Hall Care Home, and item 8)d) and how the proposed new boundary will affect Launton. Mr Michael MacArthur addressed the meeting about item 8)b) and the potential problems with installing seating in the bus shelters.

4) To confirm the minutes of the previous meeting on 6th October, previously circulated

Proposed: Councillor Fox
All in favour

Seconded: Councillor Sanders
Motion carried

5) Reports from District and County Councillors

There were none.

6) Finance and Governance

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

Payments for approval

Cheque No	Payee	Amount
1. 200571	Caroline Dunn	£347.32
2. 200572	HMRC	£86.80
3. 200573	Cherwell District Council	£960.96
4. 200574	ComputerPro	£38.25
5. 200575	RBL Poppy Appeal	£17.00
6. 200576	Howson Fabrication Ltd	£81.00
7. 200577	Chris Fox	£27.66
S/O	Launton Lines	£110.00
Total Payments in November 2016		£1,668.99

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£0.81
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Statement not in yet	£0.00
Total Receipts for	October 2016	£0.81

Explanatory Notes

1. Caroline Dunn pay (gross pay £434.12)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. CDC for Dogbin emptying	£960.96
4. Clerk Laptop Data Recovery & Service	£38.25
5. Memorial Wreath	£17.00
6. Magnetic boards for Parish Noticeboards	£81.00
7. Magnets for Noticeboards	£27.66

October 2016

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried

c) **Missed error in September Payments** – BBS cheque 200566 in expenditure for £61.40 was, in fact, made out for £61.41 as per the suppliers invoice.

d) **Retrospective approval** – for payment of £450 paid to Village Fete following grant from CDC received in August 2016.

Proposed: Councillor Fox

Seconded: Councillor Thompson

Councillor Turner abstained, others in favour

Motion carried

e) **Approval for purchase of poppy wreath** – approval deemed unnecessary as a cheque already approved under section 6)b).

f) **To review and accept year-to-date Cash Book transactions and bank reconciliation.**

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried

g) **Costs Associated with Parish Hall Lease** – reaffirm commitment to pay PCC costs and review initial limit. It was agreed that Councillor Turner would ask Rev Becky Mathew for an initial estimate of likely costs which will then be reviewed at the next meeting.

h) **Letter of Engagement 2016/17 for Arrow Accounting** – for internal Audit of Council.

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried

7) Planning

a) **Planning applications to consider**

There were none

b) **Planning decisions to note**

- i. Application No: 16/01523/F
Applicant's Name: Mr Barry Tyrrell
Proposal: Addition of a dormer window on the front elevation to match an existing dormer window.
Location: Old Timbers, 62 West End, Launton, OX26 5DG
Decision: Granted
- ii. Application No: 16/01524/LB
Applicant's Name: Mr Barry Tyrrell
Proposal: As above, plus internal alterations to provide three bedrooms instead of three open sleeping areas and an additional shower room and reverse the staircase to the second floor.
Location: Old Timbers, 62 West End, Launton, OX26 5DG
Decision: Granted
- iii. Application No: 16/01639/F
Applicant's Name: Mr Yohan Chapelle
Proposal: Alterations to convert existing garage to kitchen/dining area.

Location: 12 Sherwood Close, Launton, OX26 5DR
Decision: Granted

iv. Application No: 16/01755/F
Applicant's Name: Mr Pat Parle
Proposal: Single storey rear extension.
Location: 13 The Glades, Launton, OX26 5ED
Decision: Granted

- c) **Proposed Crossing/Shared-use Cycle Track/Bus Stop Provision on Skimmingdish Lane** – request to submit views on the proposals to construct various features to improve safety in the area in response to the development of nearby land. The Clerk will respond stating there are no objections but will add an observation about the dangers of entering and exiting Wyndham Hall Care Home.

Proposed: Councillor Thompson
All in favour

Seconded: Councillor Clements
Motion carried

8) Village Matters

- a) **Parish Hall Lease** – The Chairman reported that a letter had been received from the PCC stating that they are prepared to consider LPC taking on the Parish Hall Lease, and the Parish Hall Working Party had a meeting and progress is being made.
- b) **Bus Shelters bins and seating** – Councillor Fox suggested that bins be provided for two shelters with a post mount to also be provided for the bin in the bus shelter by the Post Office. He recommended that just one bench be purchased and installed to see if it was suitable. Councillor Fox will provide prices for approval at the next meeting.
- c) **Overgrown Brambles (Rural)** – The Chairman and Clerk reported back on a meeting they had with Maurice Sheehan at OCC Highways. The Clerk will look into gaining quotes for hedge and grass cutting from the roundabout to the entrance of the Village on Bicester Road.
- d) **Parliamentary Boundary Changes** – The Chairman explained the historical and legal context of the boundary review and how tightly restricted the Boundaries Commission is. The Council and villagers have concerns with being separated from Bicester so the Chairman will draft a letter, for the next meeting, suggesting an alternative solution for the BCE to consider.

9) Correspondence

- a) **Correspondence received for action** – there was none.
- b) **Correspondence received for information** – there was none.

10) Reports

- a) **Chairman's Report**
- The Chairman reported that he, along with and other Launton Councillors attended the Citizens' Advice meeting where there were two very interesting speakers; Mr Barry Wood (Leader of CDC) and Mrs Victoria Prentis MP.
- b) **Clerk's Report**
- The Clerk explained that most months the agreed 45 hours are exceeded with a normal monthly tally being approximately 60 hours and could this be taken into consideration when drafting the Clerk's contract.
- The bank has approved the new account signatories.
- Mr Phil Bradford has provided a solution for the broken post in Sherwood Close which will be discussed fully at the next meeting.

11) Date of next meeting – Thursday 1st December 2016 at 7.30 in Launton Parish Hall.

The meeting closed at 9.02pm

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