

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. 6 members of the public attended the meeting.

Minutes of the meeting held on Thursday 4th August 2016 at 7.30pm in Launton Parish Hall

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

In attendance: The Clerk, Mrs Caroline Dunn.

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 meeting on 7th July, previously circulated

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
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 August and review income in July.

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200556	Caroline Dunn	£347.32
2. 200557	HMRC	£86.80
S/O	Launton Lines	£110.00
Total Payments in	August 2016	£544.12

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Cherwell District Council	Village Fete Funding	£450.00
Co-operative Bank Current	No Interest	£0.00
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Interest	£0.96
Total Receipts for	July 2016	£450.96

Explanatory Notes

- 1. Caroline Dunn Pay (Gross Pay £434.12) £347.32
N.B. Statutory Government pay increase of £9.12 per month
- 2. HMRC for Caroline Dunn Income Tax £86.80

July 2016

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

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

Proposed: Councillor Fox
All in favour

Seconded: Councillor Turner
Motion carried

- d) **Oxfordshire Together** – Section 101 Legal Agreement for signing (previously circulated 22nd April 2016). Councillor Sanders pointed out that the wording in Section 9, regarding employment, wasn't clear and suggested we contact our Insurance Company, Zurich, to establish if Launton Parish Council have enough cover for this proposed Agreement. The Clerk will contact OCC to make them aware of our actions.

7) Planning

a) Planning applications to consider

- i. Application No: 16/01161/F
Applicant's Name: Mrs Greta Walker
Proposal: Conversion of existing building into three bed detached dwelling. Replace triple garage with new on same footprint.
Location: 57 West End, Launton, OX26 5DG
Decision: No objections, but the following comments were noted as previously - there is doubt surrounding the access to this proposed property, the right of vehicular access, as well as ownership of the land over which the access runs. The Parish Path Warden has voiced concerns over vehicular access in a report to the OCC Countryside Access Team.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

- ii. Application No: 16/01418/F
Applicant's Name: Scottish & Southern Energy Power Distribution
Proposal: Construction of new electricity sub-station and access of Skimmingdish Lane.
Location: The Electricity Network Company, Bicester North Sub Station, Skimmingdish Lane, Caversfield, Oxfordshire.
Decision: No Objections or comments.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Thompson
Motion carried

b) Planning decisions to note

- i. Application No: 16/00798/F
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
Decision: Refused
- ii. Application No: 16/00225/DISC
Applicant's Name: Mr Colin Badger
Proposal: Discharge of Conditions 3 and 4 of 16/00249/F
Location: Land south of OS4100 and Adj to Blackthorn Road, Launton
Decision: Split decision – confirm clearance of condition 4 and refusal of condition 3.

8) Village Matters

- a) **Presentation by Mr Tony Meacock, Friends of Island Pond Wood** – request for LPC representative to join their Board. Mr Meacock gave a brief history of the FIPW and its structure. He went on to explain the duties required of a FIPW Director and how LPC would be able to see their funding spent. After Mr Meacock left the meeting Councillor Clements voiced his interest in taking on the role, and subsequently accepted the position a few days later.
- b) **Parish Hall Lease** – Update from Chairman. The Chairman informed the Council that he had written to the PCC but to date had not had a reply.
- c) **Community Emergency Plan** – The Plan was approved and it has been agreed that it will be an ongoing project, updated as and when required. There was a brief discussion about whether the Parish Hall should

be added as a survivor centre and it was decided that the Clerk would look into getting permission from the PCC for this, should it prove necessary.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried

- d) **New Councillors** – Mrs E Chisholm and Councillor vacancy to be discussed. After a brief discussion with Mrs Chisholm, and having reviewed her detailed biography, she was co-opted onto the Council.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Clements
Motion carried

Mrs Jeanne Walker and previously approached the Clerk about being a Councillor. She briefly spoke to the Councillors about her suitability for the role, as well as explaining her family history within the village. Mrs Walker was co-opted onto the Council.

Proposed: Councillor Simon
All in favour

Seconded: Councillor Fox
Motion carried

- e) **Maintenance of Shrubberies in Sherwood Close and The Glades** – The Clerk informed the Council that she had been in touch with Mr Phil Bradford, who had originally planted the shrubberies, and requested a quote for their ongoing maintenance. To date no quote had been received.

9) Correspondence

a) Correspondence received for action

Letter from Victoria Prentis – Plans for Local Transport

Email from Ambrosden Clerk – OCC Comet Minibus

In connection with the above two letters, and previous requests for the Council to appoint a Parish Transport Representative, Sarah Turner has now been confirmed as the new Transport Representative for Launton.

Details of the Comet Minibus service are available from either Mrs Turner or the Clerk should it be required by anyone in the village with a disability. However, with the number S5 bus still in service, and at present not under threat, a permanent alternative arrangement is not required.

b) Correspondence received for information

Report from Parish Path Warden – previously circulated. The Chairman thanked the Path Warden for his detailed report. As suggested in the report, the Clerk will write to Mr Deeley at Manor Farm, thanking him for the way he so clearly signs the footpaths on his land.

10) Reports

- a) **Chairman's Report** – The Chairman spoke to the Council about his dismay at the tone and content of a recent article in the Launton Lines. The article referred to the presentation, given by Manor Oak at the last Council meeting, about the proposed development off Blackthorn Road. The Chairman will be responding to the article in due course.

- b) **Clerk's Report** – The Clerk reported that she had just accepted the findings of the DBO regarding the failure to produce a Risk Assessment within the last financial year. However, she was mystified by DBO's follow-up questions as the information to answer them was in the paperwork already submitted. The Clerk would follow this up.

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

The Meeting closed at 8.52pm

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