

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 7th April 2016 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Chris Fox, Mr Howard Hill, Ms Penny Stephens, 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) To receive and accept apologies for absence

There were none.

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

Councillor Penny Stephens declared an interest in item 7) c) i)

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 3rd March 2016, previously circulated

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

5) Reports from District and County Councillors

Councillor Hughes, Cherwell District Council, reported that the new revised and enlarged Ward of Launton & Otmoor would have little impact on Launton and the way the Parish Council currently operates. Three candidates are to be appointed for the Ward in the forthcoming elections.

6) Finance and Governance

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

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
200486	Caroline Dunn ¹	£340.00
200487	Cherwell District Council ²	£480.48
200488	Glasdon UK Limited ³	£152.02
200489	Community First Oxfordshire ⁴	£233.65
S/O	Launton Lines	£110.00
Total Payments in April 2016		£1,316.15

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Zurich Insurance	Plotter Claim	£2,114.52
TOE2	West End Footpath	£1,780.00

WREN	West End Footpath	£2,000.00
Co-operative Bank Current	Statement not in yet	£0.00
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Interest	£1.03
Total Receipts for March 2016		£5,895.55

Explanatory Notes

1. Caroline Dunn

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

2. Dog bin emptying service £480.48

3. Purchase of Dog bin & post for Yew Tree Close field £152.02

4. Annual Membership for Community First Oxon £70.00

March 2016

Expenditure and income were **approved**

Proposed: Councillor Turner **Seconded:** Councillor Fox
All in favour **Motion carried**

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

Proposed: Councillor Hill **Seconded:** Councillor Sanders
All in favour **Motion carried**

d) Risk Assessment for year 2015/16 to be reviewed and signed.

Proposed: Councillor Turner **Seconded:** Councillor Hill
All in favour **Motion carried**

7) Planning

a) **Launton, A Plan** – Decision on Community Plan, Neighbourhood Plan or neither.
It was decided to revisit this issue in June following the probable change in Councillors as a result of the forthcoming elections.

b) Withdrawal of planning applications

- i. Application number: 15/02348/F
Proposal: Construction of new electricity sub-station and access off Skimmingdish Lane.
Location: Bicester North Sub Station, Skimmingdish Lane, Bicester

c) Planning applications to consider

- i. 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, OX26 5DP
Decision: No objection and no comments

Proposed: Councillor Hill **Seconded:** Councillor Thompson
All in favour **Motion carried**

- ii. Application number: 16/00034/F
Applicant: Mr Gerry Connors
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

Decision: Object on four grounds:

1. Violation of existing planning permission. The addition of two new dwellings would constitute an overdevelopment of the site, in violation of condition 7 of the site's existing planning permission (13/00279/F), which explicitly limits the number of dwellings on the site to avoid overdevelopment.

2. Highway safety. The additional traffic generated by the proposal would produce an unacceptable reduction in highway safety, even if all the existing conditions were met. No signage has been erected as per condition 14, to mark the hidden entrance to the site after the bend.

3. Personal circumstances. The personal circumstances of the applicant should not be a material planning consideration; the suggestion that the applicant's advancing years creates "exceptional" personal circumstances seems to be without merit.

4. Existing Planning Contravened. The Council notes that the applicant appears to be already in violation of many of the conditions of their existing planning permission, and don't appear to even have the day rooms that are being referred to in this latest application.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Sanders
Motion carried

iii. Application number: 16/00417/F
Applicant: Mr Paul Davis
Proposal: Variation of Condition 2 of 15/00457/F to allow for a change of design to front gable.
Location: Land adjacent to No.6 Blenheim Drive, Launton
Decision: No objections and no comments

Proposed: Councillor Turner
All in favour

Seconded: Councillor Thompson
Motion carried

d) Planning decisions to note

i. Application number: 15/00820/F
Applicant: Bicester Heritage Limited
Proposal: Change of use of building 105 from MOD use to workshops and offices.
Location: Building 105, RAF Bicester, Buckingham Road, Bicester
Decision: Approved

ii. Application number: 15/00611/F
Applicant: Bicester Heritage Limited
Proposal: Change of use of buildings 92, 93 & 94 from MOD use to vehicle showroom, workshops and offices.
Location: Buildings 92, 93 & 94, RAF Bicester, Buckingham Road
Decision: Approved

iii. Application number: 15/00616/F
Applicant: Bicester Heritage Limited
Proposal: Variation of condition 2 of 14/00772/F to allow for Minor Material Amendments to approved scheme.
Location: Building 82, RAF Bicester, Buckingham Road, Bicester
Decision: Approved

iv. Application number: 15/00612/LB
Applicant: Bicester Heritage Limited
Proposal: Internal and external alterations to building 92.

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| | Location: | Building 92, RAF Bicester, Buckingham Road, Bicester |
| | Decision: | Approved |
| v. | Application number: | 16/00024/TCA |
| | Applicant: | Mr George Moore |
| | Proposal: | Notice of intent to undertake works to trees in a conservation area. |
| | Location: | Bicester Heritage, Buckingham Road, Bicester |
| | Decision: | No Further Comments or Objections |
| vi. | Application number: | 15/02006/OUT |
| | Applicant: | Mr Richard Howson |
| | Proposal: | Erection of two detached dwellings with garages. |
| | Location: | Jack Barn, West End, Launton, Bicester, OX26 5DG |
| | Decision: | Refused |

8) Village Matters

- a) **OCC proposals to devolve responsibilities to parishes** – The Chairman confirmed that he had contacted Oxfordshire County Council with a list of responsibilities previously agreed by Launton Parish Council. The Chairman will inform the Council once he has received a response.
- b) **Crossroads potential hazard** – The Clerk reported that it had been agreed that work would be carried out by Vanderbilt Homes to correct the footway to the side of The Bull, and according to OCC this is due to begin on Monday.
- c) **Launton noticeboards** – The Clerk informed the Council of the quotes received for refurbishing the existing Parish Council noticeboard. It was decided that the Clerk would look into the option of having a completely new weatherproof board which could potentially have an area for villagers' notices. This would then allow the removal of the village notice board which is a poor state of repair.
- d) **Dog waste bin for Yew Tree Close** – The Clerk reported that the dog waste bin had arrived, and been installed by the ground workers from Vanderbilt Homes.
- e) **National Energy Foundation (NEF)** – The Chairman has to date been unable to arrange a telephone appointment with Valentina Monetting of NEF to discuss the option of having mains gas supplied to the village. Once a discussion has taken place the Chairman will report back to the Council.
- f) **TOE2 Extra Funds** – The Clerk reported that she had spoken to Fiona Danks about the £650 excess funding which had been previously earmarked for spend on the West End footpath. It was stressed that the funds should not be used for a plaque and that there was no immediate requirement for it to be used. Ms Danks confirmed that the underspend had been noted by TOE2 and could be redeemed at a further date should some other footpath work be required.
- g) **East West Rail** – Concerns were raised by Mr Peter Cox about the projected level of increased traffic down Station Road, once East West Rail start work on improving the line. It was decided that the Clerk would try to organise a meeting between representatives of the Parish Council, Oxfordshire County Council, Mr Cox and Mr Charles Hurst the Agent for East West Rail.

9) Correspondence

- a) **Correspondence received for action**
 - i. Blocked drain issue on Blackthorn Road – The Clerk reported that confirmation had been received from the County Drainage Engineer and that the drains would be cleared.

b) **Correspondence received for information**

- i. Letter of thanks from St Mary's Parochial Church Council for the cheque to cover the cost of their grass cutting.

10) Reports

- a) Chairman's Report – The Chairman reported that Councillor Wendy Foster and resigned before the meeting. He also informed the Council that Councillor Howard Hill (the Vice Chairman) and Councillor Penny Stephens would not be standing for re-election to the Council. The Chairman thanked both Councillors for all their time and effort and particularly Councillor Hill for his 14 years on the Council and support as Vice Chairman.
- b) Clerk's Report – The Clerk raised the issue of overtime. Firstly, requesting reimbursement for the hours completed during the handover of the Clerk role, then secondly, for the hours needed, over and above those contracted, to complete the Audit and bring all the Governance documents up to date. It was agreed that this would be raised at the May meeting in Finance and Governance.

11) Date of next meeting – Thursday 12th May 2016 at 7.30 in Launton Congregational Chapel

The meeting closed at 8.57pm

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