

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. 22 members of the public attended the meeting.

Minutes of the meeting held on Thursday 7th July 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

There were none.

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

Councillor Lesley Thompson declared an interest in 7)c)i. and while this item was discussed she left the room.

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

The meeting was suspended from 7.36pm to 8.36pm for a question and answer session following the presentation by Mr William Main from Manor Oak Homes.

4) To confirm the minutes of the previous meeting on 2nd June, previously circulated

Proposed: Councillor Sanders
All in favour

Seconded: Councillor Fox
Motion carried

5) Reports from District and County Councillors

There were none.

6) Finance and Governance

- To acknowledge scrutiny and acceptance of previously circulated bank statements – these were reviewed and accepted.
- To confirm and approve expenditure for July and review income in June.

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200550	Caroline Dunn	£347.32
2. 200551	HMRC	£86.80
3. 200552	Caroline Dunn	£62.34
4. 200553	Continental Landscapes Ltd	£456.00
5. 200554	BBS The Business Store	£58.65
6. 200555	OALC	£78.00
S/O	Launton Lines	£110.00
Total Payments in	July 2016	£1,199.11

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	CFO Refund	£65.00
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Interest	£2.02
Total Receipts for	June 2016	£67.02

Explanatory Notes

1. Caroline Dunn Pay (Gross Pay £434.12) (N.B. Statutory Government pay increase of £9.12 per month)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. Caroline Dunn (bi-annual expenses for post & phone)	£62.34
4. Continental Landscapes for two cuts in May	£456.00
5. Stationery (toner & folders)	£58.65
6. OALC - Clerk Training Course	£78.00

June 2016

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

- c) **Oxfordshire Together** – Section 101 Legal Agreement for signing (previously circulated 22nd April 2016). As Councillors hadn't had an opportunity to review this agreement in detail, it was agreed that Councillor Fox would copy and circulate the relevant documents prior to signing at the next Council Meeting.

7) Planning

- a) **Manor Oak Homes** – Presentation by William Main
After item 2) Mr Main presented to the Council Manor Oak Homes timings and plans for the proposed new development off Blackthorn Road. It is estimated that there will be up to (but no more than) 72 houses with 35% being affordable housing. It is projected that if the development should go through its timeframe for commencement will be between 18 months and two and a half years. Following the presentation there was a Q&A session for the Councillors and members of the public.
- b) **Withdrawal of planning applications**
- i. Application No: 16/00654/F
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, OX26 5DG
- c) **Planning applications to consider**
- i. Application No: 16/00890/LB
Applicant's Name: Mr Jonathan Byron
Proposal: Alterations to annexe building to include raising roof
Location: Greyhound House, Bicester Road, Launton, OX26 5DQ
Decision: No objection and no comment

Proposed: Councillor Fox
All in favour

Seconded: Councillor Clements
Motion carried

- ii. Application No: 16/01113/ADV
Applicant's Name: Albion Land Ltd
Proposal: Non-illuminated raised V board advertisement – Retrospective
Location: Land North East of Skimmingdish Lane, Launton
Decision: No objection and no comment

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

d) **Planning decisions to note**

- i. Application No: 16/00417/F
Applicant's Name: 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: Granted
- ii. Application No: 16/00657/OUT
Applicant's Name: R Howson
Proposal: Erection of 2 dwellings – re-submission of 15/02006/OUT

Location: Jack Barn, West End, Launton, OX26 5DG
Decision: Refused

iii. Application No: 15/01012/OUT
Applicant's Name: Albion Land Limited
Proposal: Development of up to 48,308sqm of employment floorspace, buildings to be sited to the south of the site.
Decision: Granted

8) Village Matters

- a) **Parish Hall Lease** – Task & Finish group or Committee for proceeding.
It was agreed that Councillor Turner would write to the Parochial Church Council, the Parish Hall Improvement Project and the Parish Hall Committee suggesting a working party be formed. This group will comprise of at least one member of the PCC, PHIP, PHC as well as Launton Parish Council, to aid in the process of obtaining a long lease on the Parish Hall from the Church.
- b) **Community Emergency Plan** – it was agreed to carry this item over to the next meeting following changes to be made by Councillor Fox to the plan.
- c) **Church Grass Cutting** – following further discussions it was decided that this is not a Council matter.
- d) **Co-opting New Councillors** – Mrs Lizzie Chisholm, who was present at the meeting, declared an interest in becoming a Councillor and this application will be put forward for approval at the next Council Meeting. As the Council is looking for two new members a further reminder will be placed in the Launton Lines and on various Facebook pages in the hope of attracting another applicant.
- e) **Station Road Pedestrian Refuge Contract** – it was agreed that, although more expensive, the Council will stay with the contractor used previously, Tim Jenkins, to provide refuge clearance along Station Road. Mr Jenkins understands the full extent of work required and in the long run will probably be more cost effective once the weeds have been brought under control.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Thompson
Motion carried

- f) **Cupboard Clearing in Parish Hall** – Councillor Turner will contact the booking officer for the Parish Hall to come up with date options for the Councillors and Clerk to clear out the storage Councils storage room.
- g) **Notice Board** – the Clerk reported that to sand down and re-varnish the villagers' notice board the cost would be a further £28, bringing the total cost of the two noticeboards (near The Bull) to £110. Councillor Fox will then look at replacing the rotting legs of the villagers' noticeboard and providing a magnetic board for both of the Parish Council noticeboards.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried

9) Correspondence

- a) **Correspondence received for action**
Friends of Island Pond Wood – request for LPC representative to join their Board. It was decided that the Clerk would write to the Friends of Island Pond Wood asking if they would like to attend the next Council meeting. The Council would be interested to learn what would be expected of a representative on the Friends of Island Pond Wood Board and if there will be any legal responsibilities.
- b) **Correspondence received for information**
Report from Parish Path Warden – It was decided that the Clerk would write to Mr John Boulton, thanking him for his detailed report and asking Mr Boulton to inform the Clerk should he incur any expenses in carrying out his role as the Parish Path Warden.

10) Reports

- a) **Chairman's Report** – Councillor Turner reported that the Unitary Workshop with Oxfordshire County Council which he and Councillor Sanders attended and a disappointing attendance generally but that there had been a number of worthwhile contributions.

- b) **Clerk's Report** - The Clerk informed the Council that she would be on holiday for the next 10 days but would aim to complete the minutes while away so they can be posted on the noticeboards immediately upon her return. She also expressed further concerns about the Council Laptop and it was agreed that this will be completely wiped and software reloaded in the hope of avoiding and further problems.
- Period for the Exercise of Public Rights – Accounts for year ended 31 March 2016 – this has now been posted on the noticeboard.
 - Bank forms requiring further signatures, duly completed by Councillors.

11) Date of next meeting – Thursday 4th August 2016 at 7.30 in Launton Parish Hall.

The Meeting closed at 9.35pm

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