

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Niall Campbell

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29th May 2015

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 4th June at 7.30pm** for the purpose of transacting the following business.

Public participation will be held from **7pm** to enable viewing of planning applications and discussion on agenda items.

Members of the public wishing to address the Council during the formal meeting must make the Chairman aware of their intention before the meeting starts, and be prepared to have their names included in the minutes of the meeting.

Agenda

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 May, previously circulated

5) Asset Management

- a) To review the Asset Maintenance Plan (08 2014 version previously circulated) and consider and agree a schedule for a physical inspection of the assets.
- b) To review the previously circulated **draft** Parish Council Asset Register at 29.05 2015.

6) 2014/5 year end

To review the Clerk's progress towards production of the Local Councils' Annual Return for year ended 31st March 2015 for Launton PC including the:

- a) Accounting Statement for Launton PC
- b) Annual Governance Statement for Launton PC year ended 31st March 2014/5
- c) Annual Internal Audit Report to Launton PC

7) Annual review

To agree a timetable to review (taking note of any revisions to OALC/SLCC templates):

- a) The contracts held by the Council
- b) The Council's Standing Orders
- c) The Council's Financial Regulations
- d) The Council's Complaints Policy and procedure
- e) The Council's Freedom of Information Policy
- f) Work on external bodies (Launton Plotters)

8) Finance and Governance

- a. To acknowledge scrutiny and acceptance of previously circulated bank statement.
- b. To confirm and approve expenditure for June and review income during May

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
200447	Niall Campbell ¹	286.56
200448	HMRC	71.6
200449	Zurich ²	485.57
S/O	Launton Lines	150
Total Payments in June 2015		993.73

All above cheques drawn on The Co-operative Bank

Note: £215 was paid by cheque 200446 as match funding to WREN re WestEnd path

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	1.31
Co-operative Bank 14 days	Statement not received	0
Bank of Ireland	Statement not received	0
Total Receipts for May 2015		1.31

Explanatory Notes

1. Niall Campbell

Salary	Regular Gross	358.16
	Total gross	358.16
	Less Tax	71.6
	Net Salary	286.56
	Total to Niall Campbell	286.56

2. Zurich

Insurance renewal, three-year agreement as minuted at May meeting	485.57
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- c. Clerk and Councillor Foster to report on their review of the requirements of the Local Council Award Scheme.

9) Planning

a) Planning applications to consider

- (i) Number 15/00611/F
Applicant: Bicester Heritage Ltd
Proposal: Change of use of Building 92 from MOD to B1 and B8, change of use of Building 93 from MOD to A1 and change of use of Building 94 from MOD to B1, B8 and A1
Location: Buildings 92,93 &94 RAF Bicester

Signed

Clerk Date

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Deadline for comments: (extended by permission) 5th June 2015

- (ii) Number: 15/00612/LB
Applicant: Bicester Heritage Ltd
Proposal: Internal and external alterations to Building 92
Location: Building 92 Parachute Store RAF Bicester

Deadline for comments (extended by agreement) 5th June 2015

- (iii) Number: 15/00616/F
Applicant: Bicester Heritage Ltd
Proposal: Variation of condition 2 to allow for Minor Material Amendment and variation of condition 8 to enable the building to be used for A1 or B1 purposes with ancillary residential accommodation
Location: Building 82 Parachute Store RAF Bicester

Deadline for comments (extended by agreement) 5th June 2015

- (iv) Number: 15/00820/F
Applicant: Bicester Heritage Ltd
Proposal: Change of use of Building 105 from MOD to B1 workshops and offices, B8 storage and A1 showroom
Location: Building 105 Petrol tank shed RAF Bicester

Deadline for comments 9th June 2015

b) Planning decisions to note

- (i) Number: 15/00433/F
Applicant: Mr S Firmin
Proposal: Replacement stable building
Location: Stables and land North West of Station Road, Launton

Decision: Permitted

- (ii) Number: 15/000488/F
Applicant: Mrs Helen Beard
Proposal: Garage conversion
Location: 17 Sherwood Close, Launton

Decision: Permitted

- (iii) Number: 15/00527/ADV
Applicant: Maria Malaband Care Group
Proposal: 5 non-illuminated signs
Location: Wydham Hall, Allotment Way, Launton

Decision: Permitted

- c) **East West Rail** – Consider Council's response to Keith Dixon's email, previously circulated, about the threat of large numbers of goods vehicles during work on widening the line. Discussion of feasibility of a new traffic survey and other actions the council might take to reduce the impact on the parish..

d) Rumours about plans for new housing between Station Road and Blackthorn Road .

Discussion of facts insofar as they are known to councillors, and what if anything should the council do at this point. Note creation of specific Facebook page on the topic.

10) Village Matters

- a) Pavement and other works at the crossroads – Clerk to report latest news.
- b) Damaged Launton sign at entry to the village on Station Road and damaged crossroads sign – Clerk to report progress.
- c) Chairman and Clerk to report on Annual Parish Meeting.
- d) Council noticeboard near the war memorial – clerk to report
- e) Traffic calming plans in Station Road – should the council be taking any action at this stage to look for more funding?
- f) Cleaning of bus shelters – should the Council seek to find a successor for this task?

11) Council domain and website

Clerk to report progress and councillors to propose additions and improvements.

12) Correspondence

- a) Correspondence received for action (sent by email)
 - i) Keith Dixon's email covered at 9(c)
 - ii) Cherwell Local Plan Pt 2 consultation
 - iii) OPFA membership invitation
 - iv) ORCC survey, meeting already taken place, see email thanks from Fiona Mullins, and invitation to Community-Led plans event in July
- b) Correspondence received for information (sent by email)
 - i) Letter from Curtin and Co previously circulated, about "Bicester 12"
 - ii) RSN newsletter and invitation to their conference
 - iii) Rural Crime Survey
 - iv) ORCC May bulletin

13) Reports

- a) Chairman's Report
- b) Clerk's Report

14) Date of next meeting – To be decided, not Thursday 2nd July 2015

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