

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Niall Campbell

New Cottage
Station Road
Launton
OX26 5DS
Tel: 01869 247736

1st November 2015

E-mail: clerk@launton-pc.gov.uk

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 5th November 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 meetings on 3rd September and 1st October, previously circulated

5) Annual review

To review, and agree alterations to, new draft Standing Orders previously circulated.

6) Asset Management

To review, and if agreed, approve Clerk's revised asset register and asset management plan, incorporating comments at meeting on June 4th, previously circulated.

7) Finance and Governance

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

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
200465	Niall Campbell ¹	£286.36
200466	HMRC	£71.80
200467	Jamie McNaught ²	£3,930.00
S/O	Launton Lines ³	£110.00
Total Payments in	Nov 2015	£4,398.16

All above cheques drawn on The Co-operative Bank

Income Received

Signed

Clerk Date

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Source	Reason	Amount
		£
Co-operative Bank Current	No interest	-
	statement not in	£
Co-operative Bank 14 days	yet	-
		£
Bank of Ireland	Interest	0.93
		£
Total Receipts for	Oct 2015	0.93

Explanatory Notes

1. Niall Campbell

Salary	Regular Gross	£358.16
	Total gross	£358.16
	Less Tax	-£71.80
	Net Salary	£286.36
	Total to Niall Campbell	£286.56

2. Jamie

McNaught	West End footpath project inc gate	£3,930.00
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3. Launton Lines	Stdg order £110/mth now
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Oct 2015

c) To review, and if agreed, accept the completed Annual Return for 2014-5, with "Issues Arising" report from the auditor, previously circulated. Clerk to present plan to address the issue identified.

d) To note that the Clerk has not yet circulated for review and approval cashbook and bank reconciliation for Apr-June 2015.

e) To consider, and if agreed, accept proposed Terms of Engagement from Philip Hood for the internal audit for 2015/6, email previously circulated refers.

f) Resignation of Clerk, and recruitment of a replacement As notified to the Chairman before the meeting, the Clerk is tendering his resignation for domestic reasons. Council to decide what process to use to find a new Clerk, including a budget for advertising.

g) Consider request for donation from Oxfordshire Assoc'n for the Blind, letter previously circulated, and donations policy in general.

h) Review progress report on the **Local Council Award Scheme**. Clerk to remind councillors about training records.

8) Planning

To consider the application below, and any other applications received from Cherwell District Council between the date of this agenda and the meeting.

a) Planning application to consider

- i. Application number: 15/01806/F
- Applicant: Mr Jon Spinage
- Proposal: Loft conversion including two dormers and three velux roof lights

Location: 10 Woodland Close Launton Bicester OX26 5AG

Deadline for comments: 6th November 2015

b) **Planning notice to note**

Launton Footpath No 17 Diversion Order received.

- c) **East West Rail** – Clerk and Chairman to report on progress of their investigations re goods vehicle problems. Clerk to provide update on traffic survey arrangements.
- d) **Rumours about plans for new housing between Station Road and Blackthorn Road** - review of any developments.
- e) **Possible joint committee with Caversfield Council re RAF Bicester planning applications** Clerk to report progress on development of the draft terms of reference, with latest OALC input.

9) **Village Matters**

- a) **Traffic calming plans in Station Road** – see email from Ralph Green about Option 4, previously circulated. Council to decide whether or not it endorses this option.
- b) **West End footpath.** To note that it is complete and perhaps to thank the grant-makers.
- c) **OCC proposals to devolve responsibilities to parishes.** To decide if Launton PC should assume some, or all, of these responsibilities, taking account of minutes of the meeting on 21st September and papers for forthcoming meeting on 9th November, both previously circulated. Clerk is attending that meeting.
- d) **Possible changes to Bicester car parks** – Clerk to report on his investigations of possible sale of car parks.
- e) **Flower troughs near the War memorial** – to note, belatedly, Sarah Kidney's work on these.

10) **Correspondence**

- a) **Correspondence received for action (sent by email)**
 - i) Email re Wendlebury Gate Stables
 - ii) ORCC relaunch as Community First Oxfordshire and invitation to Annual Conference
 - iii) OCC letter about revisions to the "Local List"
 - iv) Email from NFU about flood management and meeting on 2nd December
 - v) Letter from John Boulton about Yew Tree Farm and the children's play area/footpath disruption
- b) **Correspondence received for information (sent by email)**
 - i) Parish Liaison Meeting (Chairman, Councillor Foster and the Clerk are going)
 - ii) Rural Services newsletter circulated 12th October
 - iii) Launton crossroads further traffic work, emails circulated 13th October refer
 - iv) Public Sector Executive newsletter circulated 13th October
 - v) Viridor Ardley Liaison Meeting invitation
 - vi) Rural Opportunities Bulletin circulated 13th October
 - vii) OALC Members Update for September
 - viii) Presentation by Boyer of outline plans for "Wretchwick Green"
 - ix) Hinterland and RSN newsletters circulated 31st October

11) **Reports**

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

12) **Date of next meeting** – Thursday 3rd December 2015 at 7.30 in Launton Parish Hall

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