

LAUNTON PARISH COUNCIL

Members of the Parish Council and the Parish Clerk had been available before the start of the formal meeting from 7.00pm to meet the public. All plans and correspondence were available for viewing and comments. One member of the public attended the meeting.

Minutes of the meeting held on Thursday 3rd September 2015 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Ed Sanders, Mr Howard Hill, Ms Lesley Thompson, Ms Wendy Foster, and Mr Simon Turner, Chairman.

In attendance: The Clerk, Mr Niall Campbell

1) To receive and accept apologies for absence

Apologies were received from Councillors Fox and Stephens

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

There were none.

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

No comments

4) To confirm the minutes of the previous meeting on 6th August, previously circulated

Proposed: Councillor Foster
All in favour

Seconded: Councillor Sanders
Motion carried.

5) Annual review

To review, and if agreed, to approve the revised version of the following documents, previously circulated: The Council's Complaints Policy and procedure and The Council's Freedom of Information Policy and Publications Scheme. The documents were all **approved**.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Hill
Motion carried.

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. Carried forward to October meeting

7) Finance and Governance

a. To acknowledge scrutiny and acceptance of previously circulated bank statements.

Previously circulated bank statements were **reviewed and accepted**.

b. Expenditure for September was confirmed and approved and income during August noted

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
200459	Niall Campbell ¹	£286.56
200460	HMRC	£71.60
S/O	Launton Lines	£150.00
Total Payments in	Sep 2015	£508.16

All above cheques drawn on The Co-operative Bank

Note that cheques 200456, 200457 and 200458 for £738.00, £126.00 and £420.00 respectively were drawn in August as approved at August meeting - for Island Pond Wood grass-cutting, OALC planning training courses and as a donation to Launton Chapel

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	nil

Co-operative Bank 14 days	statement not in yet
Bank of Ireland	statement not in yet
Total Receipts for	Aug 2015
	nil

Explanatory Notes

1. Niall Campbell

Salary	Regular Gross	£358.16
	Total gross	£358.16
	Less Tax	-£71.60
	Net Salary	£286.56
	Total to Niall Campbell	£286.56

Expenditure and income were **approved**

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

c. Review progress report on the Local Council Award Scheme.

Clerk's working documents were noted. It was agreed that each councillor would complete and submit to the Clerk draft training records for him or herself for the current year to date i.e. since April 2015

8) Planning

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

a) Planning applications to consider

i. Pre-Order consultation

To divert Launton Footpath No. 17

To enable the development foreseen around the Maria Malaband care home, as described in Planning Application 15/01012/OUT

Deadline for comments: 23 September 2015

Decision: **No objection and no comment**

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

ii. Notification number: 15/01514/TCA

Applicant: Mr George Moore

Proposal: Assorted tree works, all highlighted in green for action within 6 months in the tree survey

Deadline for comments: 11 September 2015

Decision: **No objection and no comment**

Proposed: Councillor Turner **Seconded:** Councillor Sanders
All in favour **Motion carried.**

b) Planning decisions noted

i. Application number: 15/00451/F

Applicant: Ms A, Ms A and Mr T Cox

Proposal: Erection of 3 no dwellings

Location: Old Coach Cottage, Station Road, Launton

Decision: **Permission**

ii. Application number: 15/01195/F

Applicant: Mr and Mrs A Blake

Proposal: Erection of single-storey rear extension

Location: Station Cottage, Station Road, Launton

Decision: **Permission**

- c) **East-West Rail** – Clerk and Chairman reported on progress of their investigations re goods vehicle problems. Councillor Fox had made initial arrangements to hire the necessary equipment to re-run the previous survey, once the London Road level crossing re-opens, and the Clerk now has this in hand.
- e) **Rumours about plans for new housing between Station Road and Blackthorn Road** - review of any developments. No new developments, but the traffic survey is somewhat related to this topic as well as East-West Rail.
- f) **Possible joint committee with Caversfield Council re RAF Bicester planning applications**
Draft terms of reference, previously circulated, were discussed and the Clerk will review with the Clerk of Caversfield PC and report back at October meeting.

9) Village Matters

- a) **Traffic calming plans in Station Road** – Clerk reported on conversations with Ralph Green and Geoff Barrell of OCC Highways. They are investigating and will be in touch with the Clerk, who will report again at the October meeting.
- b) **Litterbins** – Clerk reported on the communications channel with CDC if they need to be emptied. He will establish the frequency of regular emptying and propose to the Council, if appropriate, the possibility of obtaining a larger bin. Or more than one.
- c) **Verge condition opposite Yew Tree Farm entrance** – Clerk reported that he had discussed this problem with the OCC Highways section which deals with adoption/taking over from builders and their site engineer would be alerted, assuming he or she was not already aware.
- d) **Possible changes to Bicester car parks** – Clerk reported that he had discussed the possible sale of Bicester car parks with the Town Clerk of Bicester, who stated that CDC are indeed considering a number of options. She will be happy to tell us more when she knows more. Clerk to keep in touch with her.

10) Correspondence

- a) **Correspondence received for action (sent by email)**
 - i) **OCC consultation on household waste recycling centres.** Clerk to respond: A single site for North Oxfordshire will serve neither Bicester nor Banbury properly. Both towns are growing fast and are too far apart. Closure of sites is guaranteed to lead to a huge increase in fly-tipping. The Parish Council is appalled that OCC regards this as acceptable. It would be better to restrict opening hours and keep sites open.
 - ii) **Town and Parish Councils event – OCC invitation.** The Chairman will attend.
 - iii) **Request for agenda items for next CDC Parish Liaison Meeting.** Clerk to respond with the question “How will CDC respond if OCC close some Household Waste and Recycling centres?”
 - iv) **Possible application for “Resilience” grants.** Nothing relevant to the PC seems feasible.
 - v) **OCC Minerals and Waste Plan consultation** – No comments
 - vi) **Response to questionnaire re future of Wild Oxfordshire.** Clerk noted detailed answers, very supportive of Wild Oxfordshire’s past and proposed activities. He will complete the questionnaire online.
- b) **Correspondence received for information (sent by email)**
 - i) Rural Services Network spotlight on young people
 - ii) Rural Services Network weekly digest dated 24 August
 - iii) Invitation to AgeUK Community Information Network event
 - iv) Hinterland newsletter dated 21 August
 - v) Note from our MP, Victoria Prentis, of her contact details
 - vi) Two documents from CAB about Pensionwise

11) Reports - Chairman’s Report and Clerk’s report – there were none

12) Date of next meeting – Thursday 1st October 2015 at 7.30 in Launton Parish Hall

The meeting closed at 8.48 pm

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