

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 1st October 2015 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Chris Fox, Ms Penny Stephens, 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 Hill, Thompson and Sanders

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 3rd September, previously circulated

Held over until next meeting as there was not a quorum of councillors who were present at the September meeting.

5) Annual review

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

Carried forward to next meeting

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.

Carried forward to next meeting

7) Finance and Governance

a) To acknowledge scrutiny and acceptance of previously circulated bank statements.
The previously-circulated bank statements were reviewed and accepted

b) To confirm and approve expenditure for October and review income in September.

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
200461	Niall Campbell ¹	£286.56
200462	HMRC	£71.60
200463	CDC ²	£960.96
200464	BDO ³	£120.00
S/O	Launton Lines ⁴	£70.00
Total Payments in Oct 2015		£1,509.12

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	statement not in yet	£ -
Co-operative Bank 14 days	statement not in yet	£ -
Bank of Ireland	statement not in yet	£ -
CDC Precept Part 2		£ 7,896.96
Total Receipts for Sep 2015		£ 7,896.96

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
2. CDC	Emptying dog bins	£960.96
3. BDO	External audit fee	£120.00
4. Launton Lines	Stdg order £110/mth from Sep, reduction missed cut-off date Will be £110/mth from November onwards	

Sep 2015

Approved.

Proposed: Councillor Foster **Seconded:** Councillor Fox
All in favour **Motion carried.**

- 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.
Carried forward to next meeting
- d) Review and approve cashbook and bank reconciliation for Apr-June 2015, previously circulated
Carried forward to next meeting
- e) Consider request for donation from Oxfordshire Association for the Blind, letter previously circulated. Carried forward to next meeting
- f) Review progress report on the Local Council Award Scheme. Clerk to remind councillors about training records. Carried forward to next meeting

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: 15/01715/F
Applicant: Mr Keith Willsher
Proposal: Erection of single-storey front extension to garage, dormer window to side of dwelling and four rooflights
Location: 25 Ancil Avenue Launton Bicester OX26 5DL
Deadline for comments: 16th October 2015
Decision: No objection and no comment

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

b) Planning decisions to note

- i. Application number: 15/00392/OUT
Applicant: Mr Richard Howson
Proposal: Erection of 8 detached houses, creation of informal open space
Location: OS Parcel 3235 and OS Parcel 5021, West of West End
Decision: Refused
- ii. Application number: 15/01618/AGN
Applicant: Miss Jane Hawes
Proposal: New agricultural building
Location: OS Parcel 4088 adjoining and East of Old Police Cottage, Station Road, Launton
Decision: Does not require prior approval
- iii. Application number: 15/01099/F

- | | | |
|-----|---------------------|---|
| | Applicant: | P A Evans and Son |
| | Proposal: | Demolition and redevelopment of agricultural building to create storage units |
| | Location: | Hare Leys Farm, Poundon Road, Launton |
| | Decision: | Approval |
| iv. | Application number: | 15/01514/TCA |
| | Applicant: | Mr George Moore |
| | Proposal: | Assorted tree works |
| | Location: | Bicester Heritage, Buckingham Road |
| | Decision: | No further comments re Notice of Intent |
| | All decisions noted | |

- 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.

The Clerk reported that the traffic survey equipment is ready to hire once London Road re-opens. He and the Chairman spoke about the likely impact on road traffic in Launton of the East-West Rail project, learning from Ambrosden's dire experience. There are likely to be a very large number of heavy good vehicle movements even if later stages of the construction work are supplied by rail.

The latest consultation was discussed and the Council resolved that the Clerk should make the following comments in the response:

1. As much material as possible should be delivered by rail, to moderate the adverse impact on the village
2. Launton bridge when rebuilt should remain single-track and controlled by traffic lights, to continue its valuable role as a traffic-calming feature
3. The proposal to build the new Charbridge Lane bridge in the line of the current road, with a temporary road through the allotments, is much preferred to the earlier suggestion, though we trust that the disruption to the allotments, and noise, will be kept to a minimum
4. The Council approves of the new plan for the bridge to replace the level crossing at the top of Station Road. **BUT**
5. The Council is **very concerned** that the time Bicester Road is closed for the work on the reconstruction of Launton bridge should be kept to an absolute minimum. This road is the primary access route to the village and if it is closed for a significant time it will have a very serious impact on the residents, the school and the businesses in Launton.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried.

- e) **Rumours about plans for new housing between Station Road and Blackthorn Road** - review of any developments. No new reports of developments.
- f) **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. The Clerk reported that there are possible legal complications. Further input is being obtained from OALC.

9) Village Matters

- a) **Traffic calming plans in Station Road** – Clerk to report on conversations with Ralph Green and Geoff Barrell of OCC Highways, email previously circulated refers. **Council to decide** whether or not it endorses Option 3, with adjusted position of build-out, and modification to reflect new footpath either side of Yew Tree Farm entrance.

The Council agreed that in principle it was in favour of Option 3, subject to the build-out being moved away from the centre of the village, to a more visually-acceptable position being selected for the traffic island and to the Council seeing the revised proposals before they are finalised.

Proposed: Councillor Stephens
All in favour

Seconded: Councillor Turner
Motion carried.

- b) **West End footpath.** Clerk to report on progress of this project and Council to consider OCC offer of a free-of-charge kissing gate and **decide** about installation cost.
It was agreed to accept the offer of a free gate and to accept Jamie McNaught's price of £200 to install it.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Stephens
Motion carried.

- c) **Chairman to report on OCC proposals to devolve responsibilities to parishes.** To decide if Launton PC should assume some, or all, of these responsibilities.

The Chairman reported on the range of responsibilities under consideration by OCC for possible devolving to parishes. Training and transition help would accompany any transfers but no budget. OCC pointed out that parishes and town councils are the only layer of local government with the freedom to increase council tax, through the Precept. OCC is already cutting back most services to the bare statutory minimum and parishes might be able to do a better job at a moderate cost. The Council agreed to consider the matter in more detail at the next meeting and the Chairman undertook to write a piece about the options for **Launton Lines**.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried.

- d) **Verge condition opposite Yew Tree Farm entrance** – Clerk to report on discussions with OCC Highways section which deals with adoption/taking over from builders. The Clerk had spoken and emailed in some detail about the condition of the bank and the uncertainty about the exposed cable, which may or may not be live. The OCC site engineer is aware of our concerns. Clerk to follow up.
- e) **Possible changes to Bicester car parks** – Clerk to report on his investigations of possible sale of car parks. The Clerk had nothing to report but he was keeping in close touch with Bicester Town Clerk and will report further at the next meeting.
- f) **Council to decide its response to CDC proposed revised statements of Licensing Policy and Statement of Licensing Principles in relation to the Gambling Act 2005**, letters previously circulated. The Council had no comments to make.

10) **Correspondence received**, there was none other than what had been covered above

11) Reports

- a) Chairman's Report and Clerk's Report – there were no reports

12) **Date of next meeting** – Thursday 5th November 2015 at 7.30 in Launton Parish Hall

The meeting closed at 8.51 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