

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. 5 members of the public attended the meeting.

Minutes of the meeting held on Thursday 6th Aug 2015 at 7.30pm in Launton Parish Hall

Present: Councillors: Mr Chris Fox, Mr Ed Sanders, Mr Howard Hill, Ms Lesley Thompson, 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 District Councillor Hughes.

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

Mr Peter Cox spoke later on agenda item 11a)(ii)

4) To confirm the minutes of the previous meeting on 16^h July, previously circulated

Proposed: Councillor Turner
All in favour

Seconded: Councillor Foster
Motion carried.

5) 2014/5 year end

To consider, and if agreed, to approve the Local Councils' Annual Return for year ended 31st March 2015 for Launton PC previously circulated, including the:

a) *Accounting Statement for Launton PC.* **Approved**

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

b) *Annual Governance Statement for Launton PC year ended 31st March 2015* **Approved**

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

c) *Annual Internal Audit Report to Launton PC.* **Approved.**

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

6) 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. Both were carried forward to the September meeting, when the Clerk will present revised versions which tie in with the Standing Orders, revised as necessary.

7) 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 the September meeting. An OCC smartphone app to record physical assets was mentioned. Clerk to investigate.

8) 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 August was confirmed and approved and income during July noted

Payments for approval		
Cheque No	Payee	Amount
	200452	Niall Campbell ¹
	200453	HMRC
	200454	BBS ²
	200455	Continental Landscapes ³
S/O		Launton Parish Hall
S/O		Launton Lines
Total Payments in		Aug-15
		1238.55

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	1.20
Co-operative Bank 14 days	statement not in yet	
Bank of Ireland	Interest	1.03
Total Receipts for		Jul-15
		2.23

Explanatory Notes

1. Niall Campbell		
Salary	Regular Gross	358.16
	Total gross	358.16
	Less Tax	-71.60
	Net Salary	286.56
	<u>Total to Niall Campbell</u>	<u>286.56</u>
2. BBS	Stationery for audit	4.39
3. Continental Landscapes	Grass-cutting	684.00

July 2015

Expenditure and income were **approved**

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried.

- c. **Island Pond Wood** – to consider request for grant towards grass-cutting costs, Bob Roberts' email previously circulated refers. It was decided to pay a single annual grant of £738 as agreed in minute 9 (d) of the May 2014 meeting, using S19 ss3a of the Local Government (Miscellaneous Provisions) Act 1976.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Thompson
Motion carried.

- d. **Launton Lines** – to receive a report into the finances of *Launton Lines* as agreed when the monthly contribution was increased in 2014. After receiving a report from the Chair and Treasurer of Launton Lines about the improved finances the Council was pleased to agree to their proposal to return the monthly grant to its earlier figure of £110 with effect from September.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried.

- e. **Launton Chapel** – to consider reinstating a donation in recognition of the Council's use of the chapel for meeting purposes. It was agreed that it had been an oversight not to make a grant in 2014/15 as in previous years. Thus the decision was to make a grant of £420 now, returning probably to £210 in 2016/17. The donation is made under S137 of the Local Govt Act 1972.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

- f. Review Clerk's progress report on the **Local Council Award Scheme**. The Clerk reminded councillors of the training record forms which they were asked to use to record recent training or similar learning. The forms will be discussed at the September meeting when progress on other aspects of the proposed application will be reviewed.

9) Planning

a) Planning applications to consider

- i. Application number: 15/01195/F
Applicant: Mr and Mrs Blake
Proposal: Erection of single storey rear extension
Location: Station Cottage, Station Road, Launton OX26 5EH

Decision: No objection, no comment

Proposed: Councillor Turner
All in favour

Seconded: Councillor Hill
Motion carried.

- ii. Application number: 15/01223/F
Applicant: Mr Daniel Cunningham
Proposal: Demolition of garage and erection of single storey extensions to side and rear
Location: 24 Ancil Avenue, Launton OX26 5DJ

Decision: No objection, no comment

Proposed: Councillor Turner
All in favour

Seconded: Councillor Thompson
Motion carried.

b) Planning decisions noted

- i. Applications numbered: 15/00179/TCA and 15/00186/TCA
Applicant: Mr Brian Pallet
Proposal: Various tree works
Location: RAF Bicester
Decision: Permission
- ii. Application number: 15/00595/F
Applicant: Mr John May
Proposal: Erection of one detached dwelling (part retrospective)

Location: OS Parcel 5021 West End Launton
Decision: Permission subject to conditions

c) **East West Rail** – Clerk and Chairman to report at September meeting on progress of their investigations re large goods vehicle problems. Council to consider quotation previously circulated for hire of a traffic recorder and decide whether or not to hire it to make a survey.
It was proposed to accept the quotation obtained by Councillor Fox and to run a repeat of the 2011 traffic survey, after the London Road level crossing works are finished. Clerk and Councillor Fox to action.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

d) **Rumours about plans for new housing between Station Road and Blackthorn Road**
Stage 2 of the Local Plan to be considered when it is ready for consultation.

e) **Possible joint committee with Caversfield Council re RAF Bicester planning applications** Clerk to report on progress at September meeting.

10) Village Matters

- a) **Traffic calming plans in Station Road** – to be carried forward to September meeting as Ralph Green is on leave.
- b) **Commonwealth Flag Day** – OALC June update previously circulated – should Launton take part? Article proposed for *Launton Lines* explaining that the Council might provide a flag if someone would provide the pole.

11) Correspondence

- a) **Correspondence received for action (sent by email)**
 - i) Cllr Catherine Fulljames' email about proposed diversion of Launton Footpath 4 near the level crossing on Charbridge Lane. Council accepts the proposal enthusiastically. Clerk to write to Councillor Fulljames accordingly.
 - ii) Peter Cox email about parking, and bank near Yew Tree Farm. Clerk to investigate possible plans for changes to car parking in Bicester. He is also to contact OCC Highways and CDC Planning departments re unsatisfactory state of the roadside bank opposite the Yew Tree Farm Entrance.
 - iii) OALC members update (re training courses). Councillors Sanders, Foster and Thompson wish to attend the November course on planning.
- b) **Correspondence received for information (sent by email)**
 - i) Thames Valley Police Open Day
 - ii) Adoption of Cherwell Local Plan Part One

12) Reports

- a) Chairman's Report and Clerk's Report – there were none

13) Date of next meeting – Thursday 3rd September 2015 at 7.30 in Launton Parish Hall

The meeting closed at 8.40 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