

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 with the public. All plans and correspondence were available for viewing and comments. 14 members of the public attended the meeting.

Minutes of the meeting held on Thursday 7th February 2013 At 7.30pm in Launton Parish Hall

Present: Councillors: Mr Chris Fox, Mr Simon Turner, Ms Penny Stephens, Miss Wendy Foster, Mr Howard Hill and Mr Ian Stubbings

In attendance: The Clerk - Mr Keith Dixon, and part-time, Mr Guy Wooddisse, County Councillor Mrs Catherine Fulljames, District Councillor David Hughes

Agenda

1. To receive and accept apologies for absence

Apologies were received from Cllr Burn.

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

There were none.

At this point the Chairman proposed changes to the order of the agenda to facilitate guests and members of the public. It was agreed that item 6 should be addressed next followed by item 7 then item 4.

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

There were none.

4. To receive a presentation from Mr Guy Wooddisse of Bayhill Property regarding a proposed development on land to the rear of 39 West End.

Mr. Wooddisse described the development that was proposed and explained that he had been in discussion with Oxford Rural Community Council regarding the mix of properties. Four units are designated as local connection affordable dwellings which, presently, are proposed for rental tenure but other tenures could be considered.

5. To confirm the minutes of previous meeting – Thursday 10th January 2012.

The above dated minutes were unanimously agreed as a true record and were signed by the Chairman.

Proposed: Councillor Turner
3 in favour 2 abstained

Seconded: Councillor Fox
Motion carried.

6. Report from Cherwell District Councillor for Launton

Cllr Hughes identified himself to the public and offered assistance on any matters of concern.

7. Report from Oxfordshire County Councillor for Launton

With particular reference to Highways issues.

Cllr Mrs Fulljames offered to have an officer of OCC Highways attend next meeting to discuss the pedestrian refuge along Station Rd.

8. Finance and Governance

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

Previously circulated bank statements were reviewed and accepted.

Signed



Date

7 / 3 / 2013

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- b. To confirm and approve expenditure for February and review income during January.

Payments for approval

Cheque No	Payee	Amount
200299	Mr Jefferies – Bus Shelter	£80.30
200300	K Dixon	£306.10
200301	SLCC	£86.00
200302	HMRC – K Dixon	£76.40
200303	Arrow Accounting	£198.00
S/O	Launton Lines	£110.00
Total Payments in February 2013		£856.80

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£0.82
Bank of Ireland	Interest	£0.61
Total Receipts for January 2013		£1.43

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stubbings
Motion carried.

- c. To review staff salaries.

It was resolved that, in line with SLCC guidelines, the Clerk's salary should be increased to the next spinal column point following his achievement of a Certificate in Local Council Administration, and backdated to the time of qualification.

It was further resolved that payments to Mr Jefferies for bus shelter and war memorial care, be increased by 3%, with effect from February 2013.

Proposed: Councillor Fox
All in favour

Seconded: Councillor Stubbings
Motion carried.

The Clerk's performance review was scheduled for immediately after the close of the meeting.

- d. To consider the Parish Remuneration Panel's report and to decide on parish allowances.

Having considered the report it was resolved that, as in previous years, members would not claim allowances, but would reserve the right to claim reasonable expenses for Council business, in line with rates set out in the report.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Hill
Motion carried.

- e. To consider a document retention policy for the Parish Council

The Council considered a draft schedule of retention periods for all forms of Council documentation, constructed by the Clerk and based on guidance from SLCC and OALC. It was agreed that the Clerk should continue drafting a policy, based on the schedule, for adoption at the next meeting.

Action Clerk

9. Planning

- a. To discuss and decide upon Planning Applications received.

- b. Planning Decisions

- i. Application No.12/01673/F
Applicant: Mr Justin Bucknell

Signed



Date

6/3/2013

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Proposal Retrospective change of use of existing log cabin to form
hairdressing salon
Location 26 Sycamore Rd, Launton, Bicester, OX26 5DY
Decision **Granted subject to conditions**

- ii. Application No.12/01673/F
Applicant: Mr John Mackman
Proposal Part conversion of garage and single storey front
extension to garage
Location 47 Sherwood Close, Launton, Bicester, OX26 5DR
Decision **Granted subject to conditions**

10. Village Matters

There were none.

11. Correspondence

- a. Correspondence received for action

- i. Linda Watson ORCC - Oxfordshire Community Benefit Society - invitation
to join

It was proposed that Launton PC should enrol in the above society.

Proposed: Councillor Foster

Seconded:

Councillor Turner

All in favour

Motion carried.

- ii. J Packer Parish Hall Committee – Hall unavailability 2nd May

It was agreed that the May meeting of the Council should be kept to the original
date but, in light of the non-availability of the Parish Hall, be held in the Launton
Congregational Chapel Station Rd.

Action Clerk

- b. Correspondence received for information (sent by email)

- i. Kevin Larnier CDC - Parish Updates - Cherwell Parish Liaison Meeting
ii. Oxfordshire Skills & Learning Service Community Learning – Community
Learning Flyer

12.

- a. Chairman's Report

There was none.

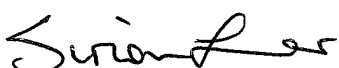
- b. Clerk's Report

There was none.

13. Date of next meeting – 7th March 2012, in the Launton Parish Hall

The meeting closed at 8.25p.m.

Signed



Date

6/8/2013

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