

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. Four members of the public attended the meeting.

Minutes of the meeting held on Thursday 3rd October 2013 At 7.30pm in Launton Parish Hall

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

In attendance: The Clerk - Mr Keith Dixon

1. To receive and accept apologies for absence

There were none.

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

There none.

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

Mr Peter Cox addressed the Council regarding items 8ai and 8aii.

4. To confirm the minutes of previous meeting – Thursday 5th September 2013.

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

Proposed: Councillor Turner
All in favour

Seconded: Councillor Hill
Motion carried.

5. Report from Cherwell District Councillor for Launton

Cllr Hughes advised the meeting that Cherwell DC were in the process of considering the amendments to its local plan, including the issue that Launton PC had raised concerning the areas to be designated as 'green buffers'. He reported that he and Cllr Wood had had discussions with the appropriate officers and a buffer to the north of Launton would be reinstated along the lines of that originally proposed in the local plan. The buffer to the south was likely to extend only as far as the railway line.

6. Report from Oxfordshire County Councillor for Launton

With particular reference to Highways issues.

There was none.

7. Finance and Governance

- a. To consider and decide upon a Remembrance Day donation to the Royal British Legion under S137 of the Local Govt. Act 1972.

It was proposed that the Council should make a donation of £40 under S 137 of the Local Government Act 1972.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

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

Previously circulated bank statements were reviewed and accepted.

- c. To confirm and approve expenditure for October and review income during September.

Payments for approval

Cheque No	Payee	Amount
200340	K Dixon	£318.01
200341	Mr Jefferies – Bus Shelter	£80.21
200342	HMRC	£92.40
200343	T L Jenkins	£54.00
200344	Cherwell DC - Dog Bins	£871.73
200345	Royal British Legion	£40.00
S/O	Launton Parish Hall	£42.00
S/O	Launton Lines	£110.00
Total Payments in September 2013		£1,608.35

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£1.12
Bank of Ireland	Interest	£1.02
Cherwell DC	Precept	£7,381.54
Total Receipts for August 2013		£7,383.68

Proposed: Councillor Fox
All in favour

Seconded: Councillor Hill
Motion carried.

- d. To review, and resolve to accept, the year to date Cash Book transactions and bank reconciliation.

It was proposed the bank reconciliation be approved and accordingly, it was signed by the Chairman and Clerk.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Fox
Motion carried.

- e. To consider the Internal Auditor's letter of engagement, including charges, for the year 2013/14, and consider whether any further audit actions are required. If agreed, resolve to proceed, and sign the letter.

After consideration of the scope of the work the auditor will undertake, the terms and conditions were accepted and it was resolved to engage the auditor for 2013/14. The Chairman and Clerk signed the letter of engagement.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stubbings
Motion carried.

- f. To review Appendix 3.1 of the LPC Audit Plan concerning the scope of the internal audit for 2013/14, its independence, competence, relationships and planning and reporting, and if acceptable, record acceptance in App. 4.

The overall scope of the audit work had been reviewed in the previous item and the Council considered the scope with regard to the above factors. It was resolved to agree the responses in Appx3.1 and the Chairman initialled Appx 4 accordingly.

Proposed: Councillor Hill
All in favour

Seconded: Councillor Stubbings
Motion carried.

Signed

ST

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- g. To review Appendix 3.2 of the LPC Audit Plan concerning characteristics of effectiveness of audit for 2013/14 and if acceptable record acceptance in App. 4. It was resolved to concur the responses in Appendix 3.2 and the Chairman initialled Appx 4 accordingly.

Proposed: Councillor Hill
All in favour

Seconded: Councillor Stubbings
Motion carried.

- h. To review and, if satisfactory, resolve to accept the Council's Risk Assessment for 2013/14.

After consideration, of the previously circulated Risk Assessment it was resolved to approve the document, as developed in previous years, without amendment.

Proposed: Councillor Hill
All in favour

Seconded: Councillor Fox
Motion carried.

- i. To review the Council's expenditure and income to date, against its budget for the year.

The Clerk explained the budget and outlook and it was resolved to accept the outlook. It was also resolved that £1500 should be vired from the Parish Hall reserve to the asset maintenance reserve.

Proposed: Councillor Stephens
All in favour

Seconded: Councillor Stubbings
Motion carried.

8. Planning

- a. To discuss and decide upon the Council's response to Planning Applications received.

- i. Application No.13/01282/F
Applicant: Mr Richard Howson
Proposal Retrospective: Retain existing storage containers, covered bays and portacabin (office, kitchen and wc facilities) and allow use for repair and maintenance work of agricultural machinery and equipment and for light metalwork fabrication. Proposed: New building to provide covered bays and secure store and fence
Location Jack's Field OS Parcel 5021 West End, Launton.

The Council is aware that objections have been raised regarding nuisance caused by the enterprise. Whilst it is minded not to object to the application it would expect the planning authority to stipulate limitations on the overall scale of the business that could result from this application and, in particular, the number of deliveries permissible per week.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stubbings
Motion carried.

- ii. Application No.13/01430/CPA
Applicant: A T Cox & Son
Proposal Change of use from agricultural to light industrial and/or storage.
Location Mews 7 (East Section only) Grange Farm, Station Rd, Launton, Bicester OX26 5DX

It was resolved that the Council would offer no objection or comment on this application.

Proposed: Councillor Stephens
All in favour

Seconded: Councillor fox
Motion carried.

- iii. Application No.13/01378/REM
 Applicant Montpelier Estates
 Proposal Reserved Matters Landscaping to outline application 13/00372/OUT - Construction of 61 bedded care home (Use Class C2) together with ancillary accommodation including café, hair salon and shop and associated development including car parking and service arrangements.
 Location Land North East of Junction of Launton Rd Skimmingdish Lane Launton Oxfordshire.

It was resolved that the Council would offer no objection or comment on this application.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Hill
Motion carried.

b. Planning Decisions

- i. Application No.13/00186/F
 Applicant Bayhill Ltd
 Proposal Erection of 11 new dwellings.
 Location Land South East of Chestnut Close, Launton.
Granted Subject to conditions
- ii. Application No.13/01161/TPO
 Applicant: Mr Alan Jones
 Proposal Fell T2 – Horse Chestnut and replace with Hornbeam – Subject to TPO 1/81
 Location Greystones 1 The Spinney, Launton, Bicester OX25 6EP
Granted Subject to conditions
- iii. Application No.13/01188/F
 Applicant: Mr and Mrs M Giles
 Proposal Erection of single storey front and side extensions and first floor front and rear extensions
 Location 45 West end Launton Bicester OX26 5DF
Granted Subject to conditions

9. Village Matters

a. Neighbourhood Planning

It was agreed to defer this item to next month by which time the Chairman would have published an article in Launton Lines.

Action Chairman

b. Emergency Planning

To review amendments to the draft plan and consider next steps.

Cllr Stephens said she would endeavour to attend the emergency planning meeting held by OCC in November and the Clerk was asked to re-present this item in December's agenda.

Action Cllr Stephens and Clerk

c. To consider suitable uses for the funds available as a result of the New Homes Bonus Scheme.

Signed



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The Clerk suggested that enquiries be made as to whether re-landscaping the mound behind the present play area, could be incorporated in the work to create a further play area, as part of the Yew Tree Farm development. The Chairman will contact Cherwell and/or Oxfordshire Councils to see what possibilities existed. **Action Chairman**

The Clerk was asked to contact Oxfordshire CC about the possibility of installing a planter at the Bicester Rd entrance to the village as proposed at the previous meeting.

Action Clerk

d. Autumn Clean-up

It was proposed that the village was not in great need of an autumn clean-up but that the road bridge in Bicester Rd would be tidied by Cllrs Turner, Hill and Stubbings during October.

Action Cllrs Turner, Hill and Stubbings

10. Correspondence

a. Correspondence received for action

i. Mrs Rachel Burn - Letter of Resignation from Parish Council

The Clerk reported that he had notified The Returning Officer at Cherwell DC of the vacancy and that statutory notices had published on the notice boards.

ii. P Hood - Letter of Engagement (Internal Auditor)

See item 7e above.

iii. Miss Julie Shea Cherwell DC - Erection of 11 residential dwellings Chestnut Close.

The Council had been asked to propose a name for the new access road in Chestnut Close.

The Council's first proposal was that the road simply be an extension of Chestnut Close albeit that house numbers would not be sequential. If this were not acceptable then the name Woodland Close would be proposed to Cherwell DC.

iv. Ian Travers Smith OCC - Community Emergency Planning Events – invitation

Cllr Stephens will attend if possible.

v. Patsy Stephens – Suggestions re; New Homes Bonus Scheme

See item 9c re; planters.

b. Correspondence received for information (sent by email)

11.

a. Chairman's Report

The Chairman reported that some dismay had been generated by the Council's response to the Tree Preservation Order application at No1 the Spinney. Whilst the Council had not been supplied with the supporting information, nor was it available from Cherwell DC's web site, a thorough report had been prepared and submitted by the applicant to Cherwell DC, which defined felling the tree as the only possible course of action.

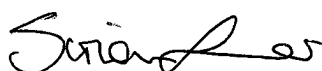
b. Clerk's Report

There was none.

12. Date of next meeting – 7th November 2013, in the Launton Parish Hall

The meeting closed at 8.47 p.m.

Signed



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