

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. One parishioner availed themselves of this opportunity.

Minutes of the meeting held on Thursday 4th October 2012 At 7.48pm in Launton Parish Hall

Present: Councillors: Ms Penny Stephens, Mr Chris Fox, Mr Ian Stubbings and Mr Simon Turner

In attendance: The Clerk, Mr Keith Dixon

1. To receive and accept apologies for absence

Apologies were received and accepted from Miss Wendy Foster, Mrs Rachel Burn and Mr Howard Hill.

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

Cllr Turner declared a personal and prejudicial interest in it 8ai, planning application 12/01150/F

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

Since not all members of the public had had the opportunity to speak informally to Councillors before the meeting the meeting was adjourned at 7.53pm to give further opportunity and reconvened at 8.02p.m.

Mr E Sanders addressed the Council and spoke in opposition to Planning application 12/01293/F, agenda item 8aii.

4. To confirm the minutes of previous meeting – Thursday 6th September.

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

Proposed: Councillor Fox
2 in favour, 2 abstained

Seconded: Councillor Stephens
Motion carried.

5. Report from Cherwell District Councillor for Launton

There was none.

6. Report from Oxfordshire County Councillor for Launton

With particular reference to Highways issues Identified at last meeting.

The Clerk reported he had received apologies from Cllr Mrs Fulljames along with the following report on issues raised by the Parish Council last month.

S106 developer funding for Sherwood Close

There is no time limit on availability, it is also index-linked, so accrues interest over time, (the money must be spent on "traffic management measures in the vicinity of the site").

OCC are waiting for the Parish Council's thoughts on a consultation for road cushions.

Cllr Turner reported that he was now in communication with a Highways officer over this matter.

Footpath in Station Road

Cllr Mrs Fulljames has requested a drawing and costing for a footpath beyond the Yew Tree Farm 106 proposed path, going towards Grange Farm. Currently there is not any money in the OCC Stewardship fund but this will be included in requests for the next allocation of money.

Sycamore Close

The highways engineers are looking at this problem.

Overgrowth over the Bridge in Bicester Rd

There are no funds available for this work at present.

At this point it was proposed and agreed to move to section 8 of the agenda.

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 the Council donate £40 to include the cost of a memorial wreath.

Proposed: Councillor Fox

Seconded: Councillor Stubbings

All in favour

Motion carried.

- b. To consider the Internal Auditor's letter of engagement, including charges, for the year 2012/13, and consider whether any further audit actions are required. If agreed, resolve to proceed, and sign the letter.

The Council considered the internal auditor's letter of engagement, the scope of work proposed and his fees and it was proposed that the letter and its terms be accepted.

Proposed: Councillor Stephens

Seconded: Councillor Stubbings

All in favour

Motion carried.

The Chairman and Clerk then signed the letter.

- c. To review Appendix 3.1 of the LPC Audit Plan concerning the scope of the internal audit for 2012/13, its independence, competence, relationships and planning and reporting, and if acceptable, record acceptance in App. 4.

The Council considered the previously circulated document and the responses therein and it was proposed that it be accepted.

Proposed: Councillor Stephens

Seconded: Councillor Fox

All in favour

Motion carried.

The Chairman initialled App.4. accordingly.

- d. To review Appendix 3.2 of the LPC Audit Plan concerning characteristics of effectiveness of audit for 2012/13 and if acceptable record acceptance in App. 4.

The Council considered the previously circulated document and the responses therein and it was proposed that it be accepted.

Proposed: Councillor Fox

Seconded: Councillor Stephens

All in favour

Motion carried.

The Chairman initialled App.4. accordingly.

- e. To review and, if satisfactory, resolve to accept the Council's Risk Assessment for 2012/13.

It was proposed that the previously circulated Risk Assessment for 2012/13 be accepted.

Proposed: Councillor Turner

Seconded: Councillor Fox

All in favour

Motion carried.

The Chairman and Clerk signed the Risk Assessment and the Chairman initialled App. 4 of the Audit Plan accordingly.

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

Cash Book transactions and the bank reconciliation had been circulated to members before the meeting. It was proposed that they be accepted.

Proposed: Councillor Turner

Seconded: Councillor Stubbings

All in favour

Motion carried.

The Chairman and Clerk signed the Bank Reconciliation.

- g. To review the Council's expenditure and income against its budget for the year.

It was proposed that the previously circulated budget review be accepted.

Proposed: Councillor Stephens

Seconded: Councillor Turner

All in favour

Motion carried.

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

The Council's bank statements were reviewed and unanimously accepted.

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

Payments for approval

Cheque No	Payee	Amount
200269	Mr Jefferies – Bus Shelter	£90.30
200270	K Dixon	£305.90
200271	HMRC – K Dixon	£76.60
200272	CDC - Parish Election Charges	£39.00
200273	CDC - Dog Bin Emptying	£871.73
200274	Calber Facilities Management	£266.40
S/O	Launton Parish Council	£42.00
S/O	Launton Lines	£110.00
Total Payments in October 2012		£1,801.93

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£0.49
Bank of Ireland	Interest	£0.99
CDC	Precept	£7,500.00
Total Receipts for September 2012		£7,501.48

Proposed: Councillor Turner

Seconded:

Councillor Fox

All in favour

Motion carried.

8. Planning

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

- i. Application No.12/01150/F
Applicant: Mr Richard Feakes
Proposal Construction of a conservatory
Location 11 The Poplars, Launton, Bicester, Oxfordshire
OX26 5DW

At this point Cllr Turner left the meeting room and Cllr Fox took the Chair.

The Clerk read to the Council three letters of objection from members of the public which had been supplied to him earlier, describing existing parking problems in the area.

The Council considered the application and resolved that it would make no objection provided the development did not further reduce parking space on the applicant's property.

Proposed: Councillor Fox

Seconded:

Councillor Stephens

All in favour

Motion carried.

At this point Cllr Turner re-joined the meeting and took the Chair.

- ii. Application No. 12/01293/F
Applicant Mr and Mrs Gerry and Kathleen Connors
Proposal Change of use of land to a private gypsy and traveller caravan site comprising 2 no. pitches, each pitch

Signed

ST

Date

8/11/2012

Page 3 of 5

accommodating 1 no. mobile home, 1 no. touring caravan, 1 no day room and associated hard standing, retention of existing stable and septic tank- resubmission of 12/00287/F

Location OS Parcel 3431 Adjoining North East of Blackthorn Rd
Launton, Bicester, OX26 5DX

The application was considered and Mr Sanders' comments, from earlier in the meeting, that whilst the plan called for mobile homes to be raised no such provision had been stipulated for the day rooms, were noted.

It was proposed that the Council object to the application on all of the grounds recorded in its objection to the previous application on the site (no. 12/00287/F). Particular emphasis should be placed on;

- the Parish Council's assertion that a serious road safety issue will be presented by the prospect of slow moving, large vehicles turning into, and out of the site, just beyond a blind bend and in the face of accelerating traffic leaving the village.
- That need had not been demonstrated given the number of other sites in the district.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stephens
Motion carried.

b. Planning Decisions

- i. Application No.12/01039/TPO
Applicant: Mr Lionel Stevens
Proposal T3 Horse Chestnut – Removal 15no. identified secondary lateral branches back to suitable growth points.
T2 – Yew – Reduce encroaching branches by 3m maximum
Location Land to rear of 8-10 Forest Close, Launton, Bicester Oxfordshire OX26 5DY
Decision **Granted subject to conditions**

At this point it was proposed and agreed to move to section 10 of the agenda.

c. Planning Consultations

- i. To consider the Council's response to the Bicester Master Plan Supplementary Planning Document Consultation Draft – August 2012
The Council reviewed and discussed submissions received from individual councillors and agreed statements to be drafted for response to the consultation.
The Clerk was directed to communicate the Council's views to Cherwell DC.
Action Clerk
- ii. To consider the Council's response to the Cherwell Local Plan proposed submission – August 2012
As with the Masterplan above, Council reviewed and discussed submissions received from individual councillors and agreed statements to be drafted for response to the consultation.
Cllr Turner accepted the task of communicating the Council's views to Cherwell DC.
Action Cllr Turner

9. Village Matters

Highways matters considered in previous meetings had been discussed at item 6.

10. Correspondence

- a. Correspondence received for action

Signed

ST

Date

8/11/2012

Page 4 of 5

- i. Mrs G Walker – email to Cllr Fox, copied to Clerk re; Foliage, bottom of West End. 14 September 2012.

Mrs Walker's email which had been circulated to the Council was considered, as were the representations made informally before the meeting by members of the public.

It was resolved that the Council should respond to Mrs Walker's email thanking her for her endeavours to cut back the foliage on the roadside verge abutting her property and setting out the background to the Parish Council's involvement in this matter.

Proposed: Councillor Turner
All in favour

Seconded: Councillor Stubbings
Motion carried.
Action Clerk

- ii. Kevin Larnar CDC - Invitation to the Cherwell Countryside Forum - 17 October
Councillors wishing to attend this event will make their own arrangements.

b. Correspondence received for information (sent by email)

- i. Lorraine Douglas - Oxfordshire CC – Notification of tree removal in Blenheim Drive
- ii. Tim Darch - Cherwell DC - Review of subsidised bus services in the Banbury and Bicester area.
- iii. Mrs G Walker - Ms S Aldous Oxfordshire CC, re; Green Road and Public Right of Way off West End, Launton - copied to Clerk
- iv. Tom McCulloch – ORCC – Invitation to annual conference of the Oxfordshire Rural Housing Partnership
- v. Paul Wilson - CDC – Invitation to Highways and Transport Depot Open Day
- vi. Linda Wilson ORCC – Invitation to ORCC AGM.
- vii. Jane Pritchett – Overgrown foliage on the roadside verge The Glades

11. Reports

a. Chairman's Report

The Chairman reiterated his apologies for being unable to attend the last two meetings. He advised the Council that he now has an appropriate contact with whom to liaise concerning efforts to decide upon effect use of funds available for traffic safety improvements in the vicinity of Sherwood Close.

Finally, subsequent to meetings with the appropriate officers he is preparing a report regarding ownership of, and responsibilities for, the Parish Hall Car Park.

b. Clerk's Report

The Clerk reported that the trees in The Poplars are scheduled to be pollarded in October.

12. Date of next meeting – 8th November at the Chapel, Station Rd

The meeting closed at 10.07p.m.