

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.

Minutes of the meeting held on Thursday 1 February 2018 at 7.30pm in Launton Parish Hall

Councillors Present: Mrs Lizzie Chisholm, Mr Chris Fox (Vice-Chairman), Mr Ed Sanders, Mrs Lesley Thompson, Mr Simon Turner (Chairman) and Mrs Jeanne Walker

In attendance: The Clerk, Mrs Jane Olds; 4 members of the public, Cllr David Hughes (from 9.00pm)

Apologies: Mr Bobby Clements

1. To receive and accept apologies for absence

The Councillors received apologies from Mr Bobby Clements.

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

No declarations of interest were made.

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

No members of the public raised any issues.

4. Reports from District and County Councillors

Cllr David Hughes attended the meeting from 9pm. He reported that CDC was publishing a Sports Studies report which would help with the planning and provision of sport and grants; there was also to be a Homeless review meeting on 7 February at Bodicote House which would gather all the partners working with homeless people. The Rodney House roundabout was due for a re-design and it was requested that no through route signs be installed at the Blackthorn junction to deter rat running. Following the publication of further details about the East / West Expressway, Cllr Hughes had requested that CDC start to work on ways to mitigate issues should the route (which had not been decided) affect the area. The CDC budget had been set and there was to be no increase in Council Tax for a further year.

Cllr Corkin sent his apologies.

5. To confirm the Minutes of the previous meeting held on 4 January 2018, previously circulated

The Council **RESOLVED** to agree the Minutes.

6. Update on progress from the Minutes – the Clerk / Chairman to report on progress of outstanding items which do not require further decision

a. Precept – the Clerk had confirmed the Precept with CDC.

b. St Mary's Support Grant – the Clerk had written to the PCC.

- c. **Village Fete Document** – the Clerk had confirmed the document with the organising committee.

7. Finance

a. To receive the Finance Report

As at 29 January, the Accounts stood at:

Co-op Current Account	£23,540.59
Co-op Deposit Account	£22,222.76

There were no outstanding cheques

The quarterly Standing Order of £42 for Hire of the Parish Hall cleared on 2 January

The monthly Standing Order of £110 to Launton Lines cleared on 4 January

No income had been received.

The date for the bank statements has been changed from the 22nd of the month to the 16th of the month to ensure that an up-to-date statement was received in time for the finance report.

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

The bank statements were reviewed and accepted.

c. To consider a request from Bethel Congregational Church for a churchyard maintenance support grant

The Council **RESOLVED** to agree to the request for support of £210 under the Power of the Local Government Act 1972 s.214(6). The cheque would be issued prior to the mowing season in April.

d. To consider and approve invoices for payment itemised on the Payment Schedule

The Council **RESOLVED** to approve the following invoices for payment:

Cheque no:	Payee and reason	Budget	Amount
200708	JMC Olds for January Clerk Salary	Clerk's Salary	£483.26
200709	SLCC for Regional Training Seminar (shared with Caversfield and Wendlebury) Invoice no 124522	Training	£15.00
200710	JMC Olds for Dropbox annual renewal (Invoice no Q5TQMMW7HYZV)	Admin Costs	£79.00

8. Governance

a. Facebook – to consider and agree to set up an official Parish Council Facebook page

The Council **RESOLVED** to agree to the Clerk setting up a formal Parish Council Facebook page.

- b. Web hosting** – to consider moving the website hosting and email from Fasthosts to Heart The Council **RESOLVED** to request further information so that it could be discussed more fully at the March meeting.
- c. Standing Orders** - to discuss and consider the adoption of the revised Standing Orders The Council considered the Standing Orders and **RESOLVED** to adopt them without further amendment.
- d. Reserves Policy** – to consider the draft Reserves Policy
The Council considered the Reserves Policy which clarified the reserve levels and **RESOLVED** to agree to adopt the policy.

9. Planning

- a. Planning applications** – to consider all recent applications received from Cherwell District Council detailed below and any other planning applications submitted between the circulation of this agenda and the meeting
 - i. Application No: 17/02312/F
Applicant's Name: Bicester Heritage
Proposal: Proposal Variation of Condition 14 of 16/01805/F - For Buildings 131 and 135 only
Location: Bicester Heritage, Buckingham Road, OX26 5HA
The Council considered the application and **RESOLVED** to respond that there were no comments or objections
 - ii. Application No: 17/02490/F
Applicant's Name: Bicester Heritage
Proposal: Proposal Variation of conditions 9 (building 129 use class), 13 (building 130 use class) and 17 (revise the timeframe for the installation of a new access) of 16/01805/F
Location: Bicester Heritage, Buckingham Road, OX26 5HA
The Council considered the application and **RESOLVED** to respond that there were no comments or objections
 - iii. Application No: 18/00032/F
Applicant's Name: Mr M Chick
Proposal: Single yard managers dwelling in connection with existing Stratton Fields Livery Stables
Location: Stratton Fields Livery Stables, Launton Road, OX27 9AS
The Council considered the application and **RESOLVED** to respond that while there were no objections to the proposal, the Council continued to be concerned about the setting of a precedent for ad hoc residential development in open countryside.
 - iv. Application No: 18/00082/F
Applicant's Name: Mr Adam Roberts
Proposal: Proposal Single storey rear extension, bay window, and porch extensions. (Replaces Planning Consent 17/00908/F)
Location: Tenaya Bicester Road Launton, OX26 5DP

The paperwork had not been received, but the plans had been viewed online. The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

b. Planning appeal – to consider any further relevant submissions regarding an appeal against refusal

- i. Application No: 17/01173/OUT
Appeal Reference: APP/C3105/W/17/3188671
Applicant's Name: Manor Oak Homes
Proposal: OUTLINE - Development of up to 72 dwellings with associated large area of public open space. All matters reserved except for access
Location: OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road Launton

The Clerk informed the meeting that any submissions needed to be sent to the Planning Inspector by 28 February ready for a Public Enquiry which was likely to take place in July.

The Council **RESOLVED** to agree that no further submission needed to be made as there was nothing to add to the original response.

c. Notice of Decision

The Council noted the following Notices of Decision

- i. Application No: 17/02324/F and 17/02325/LB
Applicant's Name: Mr Jonathan Byron
Proposal: To install air source heat pump as sole supply for heating in annexe
Location: Greyhound House Bicester Road, OX26 5DQ
Permission for development subject to conditions
- ii. Application No: 17/02331/F
Applicant's Name: Mr and Mrs Hill
Proposal: Single storey front and rear extension, first floor rear extension. New boundary walls, windows & doors.
Location: 9 Chestnut Close, OX26 5DE
Permission for development subject to conditions
- iii. Application No: 17/02319/M56
Applicant's Name: Mrs Shirley Johnson
Proposal: Change of use from post office to residential dwelling
Location: Post Office and Stores, Sherwood Close, OX26 5DR
Withdrawal of application
- iv. Application No: 17/01008/F
Appeal Ref: APP/C3105/W/17/3181034
Applicant's Name: Messrs Richard and David Walker
Proposal: Change of use of poolhouse to a self-contained dwelling and erection of new double garage
Location: The Poolhouse, 57 West End, OX26 5DG

Appeal dismissed

- v. Application No: 17/02267/F
Applicant's Name: Mr James Davies
Proposal: Alternations to convert garage to habitable accommodation (PD Removed 01/00260/F)
Location: 25 Sherwood Close, OX26 5DR
Permission for development subject to conditions

- d. **London Oxford Airport Consultation and Brize Norton Airspace Consultation** – to consider the consultations about the re-designation of local uncontrolled airspace to controlled airspace, in order to contain and protect new procedures (closes 22 March)

The Council considered the consultations and noted that while this would have an impact on the Bicester Heritage Airfield, the Council was not in a position to make qualified comments and therefore **RESOLVED** not to respond.

- e. **Oxfordshire Minerals and Waste Local Plan: Part 2 Site Allocations: Informal Consultation and Renewed Call for Site Nominations** – to consider responding to the consultation (closing date 16 February)
<https://www.oxfordshire.gov.uk/cms/content/new-minerals-and-waste-local-plan>

The Council considered the consultations and **RESOLVED** that as it was not in the council's area of expertise, no comment could be made.

10. **Meeting Dates for 2018/19** – to consider and agree the meeting dates for the forthcoming year

The Council **RESOLVED** to agree to the following dates for Parish Council Meetings with planning meetings to be convened if required.

5 April	1 November
3 May (Annual Parish Council Meeting)	6 December
7 June	
5 July	2019
2 August	3 January
6 September	7 February
4 October	7 March

The Council **RESOLVED** to agree to 19 April for the Annual Parish Meeting.

The Council noted that 3 May would be Polling Day for the District Council elections and so an alternative venue would need to be found.

11. Village Matters

- a. **Parish Hall Lease** – to confirm the Heads of Terms for the lease and to receive an update
The Clerk had sent the Heads of Terms Lease to Mr J Huard from Bates Wells Braithwaite Solicitors for his legal consideration which had been helpful.

The Council considered the Heads of Terms Lease which had been previously circulated and **RESOLVED** to agree to it. The Clerk would send confirmation to the PCC Secretary so that it could be discussed at the forthcoming Diocesan Trustees meeting.

b. East / West Rail – to receive an update

Many of the Councillors, and the Clerk, had attended the consultation at LPFA on 19 January.

Concern was raised that the Haul Road had been removed from the published plans and that the alternative route through Stratton Audley was not appropriate. The Council also wished to emphasise that it was not acceptable for any construction vehicles to come through the village and to that end requested that all vehicles had identifiers in the cabs.

It was also noted that an area of land behind the Parish Hall and along the drive to LPFA had been assigned on the map as 'Permanent Land To Be Acquired For Environment Mitigation'. However, this covered part of the drive to LPFA and would have access issues from the field to the playing field when used as car parking for events and was, therefore, not acceptable.

c. Village Tidy-up day – to agree a date

The Council **RESOLVED** to agree to Saturday 17 March between 10am and 12noon and to ask the WI to assist with refreshments. The Council **RESOLVED** to agree to order 10 more litter pickers and to ask CDC for additional supplies.

12. CDC Overview and Scrutiny Committee – to consider suggestions for the Overview and Scrutiny Committee to discuss

The Council considered the request and agreed that there was nothing to suggest at present.

13. Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

- a. Enrych** – request for financial assistance
- b. ARCh** – re use of public noticeboards
- c. CFO** – Unusual Suspects Workshop – 5 February
- d. Brain Tumour Research** – request for help
- e. OCC** – re Oxfordshire Waste Consultation
- f. Cllr Ian Corkin** – re Carillion update
- g. OCVA** – re GDPR training
- h. SLCC** – re GDPR
- i. HMRC** – re changing the VAT reclaim process
- j. Villager** – re concern about the standards in the Post Office / CostCutter
- k. OALC** – re Planning training course (rescheduled)
- l. OALC** – January update
- m. Villager** – re help requesting permission to park on the grass outside The Cottage and put down toughened matting from Highways
- n. Southern Electric Power Distribution** – re confirmation of Land Compulsory Purchase Order for the power cable between North Bicester and East Claydon substations

14. Reports from Meetings

a. SLCC Regional Training Seminar

The Clerk had attended the Seminar which had been on a wide range of topics including GDPR.

15. Reports

a. Chairman's Report

The Chairman had nothing further to report.

b. Clerk's Report

The Clerk would be concentrating on a review of the data over the next month to ensure that the Parish was compliant by May.

16. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 15 February

a. Blackthorn Road Drains – the Clerk had chased Highways who had just responded asking for further information which the Clerk would circulate.

b. OCVA – Rural Oxfordshire Network Event, 18 April at Kirtlington Village Hall

c. Post box – it had been noted that the post box by the old Post Office had been removed as it was on private land. An alternative solution would be sought.

17. Date of next meeting – Thursday 1 March 2018 at 7.30pm in Launton Parish Hall.

The meeting closed at 9.23pm

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

Signed.....

Dated.....