

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 2 August 2018 at 7.30pm in Launton Parish Hall

Councillors Present: Mr Chris Fox, Mr Simon Turner (Chairman), Mr Ed Sanders and Mrs Lesley Thompson

In attendance: The Clerk, Mrs Jane Olds; 3 members of the public

Apologies: Mrs Lizzie Chisholm, Mr Bobby Clements and Mrs Jeanne Walker

1. To receive and accept apologies for absence

The Council received apologies from Mrs Lizzie Chisholm, Mr Bobby Clements and Mrs Jeanne Walker.

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

Councillor Lesley Thompson declared a non-pecuniary interest in planning application 9. a. iv. 18/01254/F and agreed to leave the room while it was being discussed.

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

No issues were raised.

4. Reports from District and County Councillors

Councillors Hughes (CDC) and Corkin (OCC) sent their apologies.

5. To confirm the Minutes of the previous meeting held on 5 July 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. **Risk Assessment** – had been published on the website.
- b. **Minute Book** – had arrived.
- c. **Recording of Meetings Policy and the Internal Financial Controls Policy** – had been published on the website
- d. **OCC Parish and Town event** – Councillors Turner and Thompson and the Clerk would attend

7. Finance

a. To receive the Finance Report

As at 16 July, the Accounts stood at:

Co-op Current Account	£27,418.85
Co-op Deposit Account	£22,225.65

There was one outstanding cheque totalling £235.20

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

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

The Standing Order to pay the Clerk had been set up to go out on the first of the month.

No income had been received.

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

The bank statements were reviewed and accepted.

c. To receive reports from the Fixed Assets Inspections and agree a plan of remedial action where necessary

The majority of the fixed assets had been assessed and inspected.

Councillor Fox had made a temporary fix on the right door of the notice cabinet by the Bull but recommended a replacement notice cabinet be considered in due course. He would look into suppliers. The Parish Hall board was fine.

The Village Gates needed cleaning with a fungicidal wash and repainting. The Clerk would obtain quotations.

The salt bins needed checking before autumn and cleaning at the next spring clean.

Councillor Turner would inspect Poplars Wall.

Councillor Fox had inspected all the benches including the bus shelter benches and confirmed their locations and condition which was satisfactory.

Councillor Fox reported that West End Footpath was in good condition.

Councillor Fox had made an initial inspection of the litter bins but thought that some were not on the list. This would need confirming.

Councillor Sanders had inspected the dog bins and all 11 were satisfactory.

Councillor Thompson reported that the defibrillator and cabinet were in good condition.

It was noted that the War Memorial was looking dirty. The Council agreed to test a small area at the back of the memorial with an algae killing formula to see if it had an impact. It was agreed that it would be good to have the War Memorial cleaned for the 11 November commemorations.

The Speed Activated Signs were working but the Council would request that the hedge and tree be cut back to give a better line of sight to the bridge for the sign coming into the village.

Bus Shelters. The Perspex in the Bull bus shelter needed replacing and it was agreed that Councillor Fox would look into suppliers. The Station Road bus shelter needed attention, particularly at the south facing gable end. The Bicester Road shelter had two tiles missing from the side nearest the road and the wood needed treating again. The Clerk would obtain advice and quotations.

Councillor Turner reported that the land at the Poplars was satisfactory but that the trees needed looking at, particularly the epicormic growth. The Clerk was awaiting a quotation for work on many of the trees including the poplars and cherry.

Open space at the Glades. The Clerk had requested a quotation for remedial work on the beech tree and for cutting back the shrubs on the edge. The footpath also needed attention.

Open space in Sherwood Close. The Clerk had received a quotation for tidying up the border around the grass area. Calber had quoted £265.60 which the Council **RESOLVED** to accept.

No Ball Games sign in Sherwood Close appeared satisfactory.

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
200737	Friends of Island Pond Wood for 2018 grass cutting grant	General Grants	£384.00
200738	Shaw and Sons Limited for Leaf Minutes Guard Book (invoice no: 256327)	Admin Costs	£149.69
200739	Calber for July Grass Cutting (invoice no CL424652)	Urban Grass Cutting	£235.20
200740	T L Jenkins Landscaping Ltd (invoice no 3021)	Village Upkeep	£420.00

8. Governance

a. Parish Councillor for Internal Financial Control – to appoint a Councillor

The Council **RESOLVED** to agree to discuss this at the September meeting when more Councillors would be in attendance.

b. Marking the death of a Senior National Figure

i. To consider the procedure

The Council considered the procedure which the Clerk had drafted and **RESOLVED** to agree to adopt it.

ii. To consider the purchase of mourning armbands

The Council considered the suggestion but **RESOLVED** to agree that it was not necessary.

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 Number: 18/01104/F

Proposal: Creation of reptile embankments, hibernaculum and new natural habitat

Location: Land North Westbury Court and East of Hare Leys Farm, Bicester Road, Launton

The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

ii. Application Number: 18/01202/F

Proposal: Application for planning permission for installation of a replacement LPG tank for Bicester Gliding Centre

Location: Bicester Gliding Centre, Aviation Hangar Building 137, Bicester Heritage, OX27 8AL

The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

iii. Application Number: 18/01127/LB

Proposal: Internal works to form washing and changing facilities for Gliding Centre

Location: Bicester Gliding Centre, Aviation Hangar Building 137, Bicester Heritage, OX27 8AL

The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

Councillor Thompson left the room while the following planning application was discussed.

Arrived 2 August

iv. Application Number: 18/01254/F

Proposal: Conversion of detached garage to habitable accommodation

Location: Blencowe House, Blackthorn Road, Launton, OX26 5DA

The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

Councillor Thompson re-joined the meeting.

b. Notice of Decision

The Council noted the following Notices of Decision:

i. Application No: 18/00778/F and 18/00779/LB

Proposal: Insertion of a disabled access panic release fire escape doors including brickwork door jambs to the western elevation of Building 113.

Location: Building 113, Bicester Heritage, OX26 5AD

Permission for development subject to conditions

- ii. Application No: 18/00893/F
Proposal: Demolish existing garage. Single storey front extension with associated internal alterations
Location: 2 Ancil Avenue, OX26 5DJ
Permission for development subject to conditions
- iii. Application No: 18/00450/F
Proposal: Demolition of existing garage and construct new single storey side, part front and rear extension
Location: 14 Ancil Avenue, OX26 5DJ
Permission for development subject to conditions

c. Planning Appeal

- 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

Councillor Turner reported that he had attended all three days of the hearing and the Clerk had attended two mornings. The original permission had been refused on five grounds including flooding, inadequate Design and Access Statement, infrastructure and sports provision. Following the changes and resubmission of the outline plan, the Environment Agency had withdrawn their objection, as had OCC. The appeal could then only be considered on two grounds – the violation of planning policies (Policy Villages 2 and ESD15 of the Local Plan Part 1 and saved Policy C28 of Local Plan 1996) and insufficient detail in the Design and Access Statement.

The planning policy violations depended on CDC being able to demonstrate that they had a five-year housing land supply (otherwise the policies would be deemed “out of date” under the National Planning Policy Framework). It was noted with great concern that CDC found it very difficult to refute, on strong questioning by the appellant's QC and expert witness, the appellant's claim that the Council did not have a five-year supply.

It was also noted that while more than 670 of the 750 houses allocated to the category A Villages, including Launton, for the span of the Local Plan until 2031 had already been approved or built, the appellant centred on the fact that there was no reason why all the 750 houses should not be built sooner rather than later in the life of the Plan. There was also a long discussion about whether the figure of 750 was a maximum, minimum or target.

The Cherwell Barrister raised four previous Planning Inspector's reports on local developments where they had agreed with CDC's view on the Local Plan and the Villages section.

However, if the land supply could not be demonstrated then it would contribute to the disintegration of the Local Plan.

It was understood that the Planning Inspector would publish his decision in mid September.

10. Village Matters

a. **Parish Hall Lease** – to receive a progress report and agree further action

Councillor Turner reported that following the Council's communication with school agreed at the previous meeting, school had given permission for access over the strip of land, with reservations as they would like to be involved. Councillor Turner had agreed to address the School's Resources subcommittee.

Unfortunately, it had been very difficult to discuss the Lease with the Parish Council's solicitor. The Clerk would try to arrange a telephone discussion shortly.

b. **East / West Rail – to receive an update**

Network Rail had submitted a Transport and Works Act Order to authorise the construction, operation and maintenance of the railway between Bicester, Bedford and Aylesbury, known as East West Rail Phase 2 on 27 July.

It was a legal requirement to display and maintain notices around the full site for the six-week objection period which started upon submission of the order and the deadline for responses was 7 September. The Clerk was still to receive the full documentation.

c. **Yew Tree Close Field** – to receive a progress report

No progress had been made. However, the Clerk had reported the ash tree near the power cables to SSE.

d. **Blackthorn Road Drains** – to receive a progress report

The promised work had been undertaken and completed.

e. **Post box** – to receive a progress report

The Clerk had been informed that the post box should have been installed, but as it hadn't the Collection Manager was investigating.

f. **20mph Zone Outside School** – to consider requesting a 20mph zone outside school for the protection of the public

The Council **RESOLVED** to agree to requesting a 20mph zone outside school on the Bicester Road provided the costings were realistic and achievable. The Clerk would ask Highways to proceed with costings.

g. **Weed Spraying** – to consider a quotation for weed spraying areas of the village

The Council **RESOLVED** to agree to Tim Jenkins' quote for:

Station Road, including clearing the refuge - £420

Bicester Road from the speed signs over the bridge to the roundabout - £318

The alleyways between Sycamore Road and Yew Tree Close / Ancil Avenue - £276

h. The Glades

i. To receive a progress report

The Clerk had shown the Highway Steward the deteriorating footpath and had received a list of OCC approved contractors who would be able to quote for the repair. He recommended resurfacing with tarmac as the preferred option and to keep it on the same course.

It was noticed that the two plans which had been given to the Council by the Land Registry indicating the Parish Council ownership differed on the north eastern edge and clarification was, therefore, needed. The Council **RESOLVED** to ask the Clerk to contact the Land Registry for clarification.

Once clarification had been received from the Land Registry, the Parish Council would be in a position to consider the request from the owners of number 26.

The Clerk had also requested advice from OALC about land purchases.

ii. To receive quotations for the tree work

The Clerk had met a tree surgeon and discussed the work needed on the beech tree but was waiting to receive the quote.

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

- a. Rural Services Network** – funding and other newsletters
- b. OCC** – Highway maintenance briefing and factsheet
- c. OALC** – draft AGM Minutes
- d. Police and Crime Commissioner** – newsletter
- e. Ambrosden Parish Council** – archive material from the Launton Charity
- f. Healthwatch** - briefing
- g. Cllr Ian Corkin** – re OCC street lighting contract
- h. OCC** – Highway Depot Open days (Drayton 12 August; Deddington 18 August)
- i. OCC** – Oxfordshire Matters
- j. Good Neighbour Schemes**
- k. Oxfordshire CCG** – re Developing and Older People’s Strategy for Oxfordshire invitation to join
- l. Healthwatch Oxfordshire** - newsletter
- m. Villager** – re ash tree near power cables by the play area in Yew Tree Field
- n. Cllr Ian Corkin** – re trees of remembrance: would the parish like a tree – is IPW the right place or could it go somewhere else in the village? (for discussion on next agenda)
- o. OCC** – winter preparedness: do we want more salt or bins?

12. Training – to consider further OALC training courses

The Council **RESOLVED** to agree to Councillor Turner attending the GDPR progress on implementation course on 17 October and to Councillor Walker attending the Roles and Responsibilities Course on 19 September if she was available.

13. Reports from Meetings

- a. Hummingbird Centre** – 19 July

The Clerk had convened a meeting at the Hummingbird Centre with the Highways Steward and Cllr Corkin to see if it was possible to have a pavement installed from the car park where visitors park in the other area of the industrial units to make it safer for them to walk along the verge to the Centre. The Highway Steward believed that sufficient funds were available in the OCC Small Works budget and team to enable this to be achieved quickly.

The path would be an extension to the Station Road path albeit on the other side of the road. Some alteration to the white gate might be needed, but consideration would be given to the best method of preserving it.

b. Bicester Heritage – 31 July

Councillors Tuner and Fox together with the Clerk and members of Caversfield Parish Council attended a meeting at Bicester Heritage to be shown the plans for the future and to answer any questions.

The intention was to build a 'high-end' 344 bedroom hotel on the Buckingham Road side of the site where a hangar had been planned in the original scheme but was never constructed. The hotel would be the shape and size of the other hangars in keeping with the listed site of the airfield. It would have a ground floor and four further floors for bedrooms. It would also contain conference and gym facilities together with a restaurant. It would have its own, self contained, entrance between the main entrance and the crash gate opposite Thompson Drive.

There were also further plans to build additional units along the Skimmingdish Lane side of the site for the current businesses to expand in to. Access to the new units would be through the main Buckingham Road entrance.

Both sets of plans had just been submitted to CDC and it was likely that they would be available for consideration at the September Parish Council meeting.

14. Reports

a. Chairman's Report

The Chairman had nothing further to report.

b. Clerk's Report

The Clerk reported that when the Highway Steward was in the village she showed him the tactile paving outside the Bull which had cracked with the cars and vans constantly driving over it. He suggested adding bollards to push vehicles away from the kerb edge and would look into feasibility.

The Clerk also discussed the Pump outside the Congregational Church with the Highway Steward. He indicated that it would be possible for the Parish Council to take over the maintenance and responsibility.

Calber had given the Clerk a quote for the additional mowing around the pump which would cost £15 a month. This would be put on the next agenda.

15. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Wednesday 23 August

16. Date of next meeting – Thursday 6 September 2018 at 7.30pm at Launton Parish Hall.

The meeting closed at 9.18pm

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.....