

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 6 September 2018 at 7.30pm in Launton Parish Hall

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

In attendance: The Clerk, Mrs Jane Olds; 12 members of the public (1 left 8.15pm, 2 left 9.05pm and 4 left at 9.50pm)

Apologies: Mrs Jeanne Walker

1. To receive and accept apologies for absence

The Council received apologies from Mrs Jeanne Walker and noted Mr Bobby Clements' resignation. The Clerk had informed CDC and set the vacancy procedure in motion

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

No declarations of interest were declared.

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

Members of the public attended the meeting to contribute to the discussion on various planning applications which were considered in a different order from the agenda. The Council **RESOLVED** to move Agenda Items 9 and 13 to the beginning of the meeting and discussed the following applications:

9. a. vii. 18/01376/F at Crossways, Blackthorn Road, OX26 5DA

9. a. ii. 18/01259/F at Summer Place, Blackthorn Road, Launton (1 member of the public left at 8.15 at the end of this discussion)

9. a. v. 18/01345/F at Land South West of South Riding, Station Road, Launton

9. a. iii. 18/01253/F at Bicester Heritage

9. a. iv. 18/01333/F at Bicester Heritage (2 members of the public left at 9.05)

13. East / West Rail consultation (4 members of the public left at 9.50)

The record of each decision is made in the planning section.

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 2 August 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. Fixed Assets – the actions would be undertaken in the forthcoming month

- b. Repair works to the road to the bridge** – were planned to start on 21 September for one night under a road closure.

7. Finance

a. To receive the Finance Report

As at 23 August, the Accounts stood at:

Co-op Current Account	£25,391.87
Co-op Deposit Account	£22,225.65

There were no outstanding cheques

The Standing Order of £492.89 to pay the Clerk's July salary cleared on 1 August

The Standing Order of £110 to Launton Lines cleared on 6 August.

No income had been received

The Clerk had had to change information on the Bank Form because of Councillor Clements' resignation. The Declaration would have to be completed at October's meeting as it needed to be agreed by Resolution.

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

The bank statements were reviewed and accepted.

c. 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
200741	Oxfordshire Association of Local Councils GDPR Course for Cllr Turner (invoice no W-448)	Training	£48.00
200742	T L Jenkins Landscaping Services for Spray and clear the alleyways between Sycamore Road and Yew Tree Close/Ancil Avenue (invoice no 3023)	Weed Spraying	£276.00
200743	Cancelled		
200744	Calber Facilities Management Ltd for August Grass Cutting (invoice no CL425411)	Urban Grass Cutting	£235.20

8. Governance

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

The Council **RESOLVED** to agree to the appointment of Councillor Fox.

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: 18/01277/F

Proposal: First floor rear extension and single storey rear extension

Location: Ladyday Cottage, 29 West End, OX26 5DF

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

ii. Application Number: 18/01259/F

Proposal: Use of land for the stationing of caravans for residential purposes

Location: Summer Place, Blackthorn Road, Launton

The Council considered the application and **RESOLVED** to respond with the following objections:

- The Council was aware that the applicant was currently in breach of their previous planning conditions and believed that all these should be met before a new application was approved.
- The actual state of the site bore little resemblance to the plans submitted - which had been a recurring theme. Until the plans were correct, the Parish Council felt very strongly that the application should not be considered by Cherwell.
- It was an unnecessary over-development of the site. The initial application was for two pitches; a subsequent application then doubled it to four on the premise that the additional accommodation was required for Mr Connors' family, so that they could look after him in his old age; this latest application doubles again, with no such justification.
- Regarding the road access, the visibility splay was poor and concern was raised over turning into and out of the site, particularly as the traffic on Blackthorn Road had got busier over time.
- The Parish Council had been informed that there was no meaningful means of disposal of sewage and effluent. It was understood that effluent discharged into a flood alleviation channel which took it away from the site but reappeared two to three fields downstream which was not acceptable. There was no mention in the current plans to rectify this.
- The Parish Council had also been told that there was currently no legal provision for water. It had been reported that the source of mains water was a spur from another land owner's water supply downstream of their meter which the land owner was being charged for; this was neither acceptable or possibly legal.

iii. Application Number: 18/01253/F

Proposal: Erection of hotel and conference facility with associated access, parking, and landscaping

Location: Bicester Heritage, Buckingham Road, OX26 5HA

The Council considered the application and **RESOLVED** to respond with the following objections:

- The Parish Council did not believe that the current local highway infrastructure on the Buckingham Road (A4421), the Launton Skimmingdish Lane (also A4421) and other surrounding roads was adequate to accommodate or support the number of additional vehicle movements suggested as per Policy SLE4.
- While the Parish Council understood the desire of the applicant to make the hotel fit in with the surrounding buildings to comply with Policy ESD15, the addition of the plant area on the top of the building (shown only as a very thin grey line on the plans) appeared to make the building almost a whole storey higher than the current hangars.
- The bulge on the side of the building was not in keeping with the built environment of the airfield and was visually incongruous.
- The loss of the visual amenity and light, both within the site of the airfield and for the residents of Caversfield changed the aspect of the conservation area and was in contravention of Policy ESD13.

iv. Application Number: 18/01333/F

Proposal: Extension to existing Technical Site to provide new employment units comprising flexible B1(c) light industrial, B2 (general industrial), B8 (storage or distribution) uses with ancillary offices, storage, display and sales, together with associated access, parking and landscaping

Location: Bicester Heritage, Buckingham Road, OX26 5HA

The Council considered the application and **RESOLVED** to respond with the following objections:

- The Parish Council did not believe that adequate consideration had been given to the vehicular access or, therefore, to addressing Policy SLE4.
- The main access to Bicester Heritage was on Buckingham Road (A4421) a short distance from the roundabout. However, no apparent provision had been made for adjusting the A4421 road outside the main entrance to accommodate vehicles turning right from the roundabout into the site from and one vehicle waiting to turn right can cause a backup onto the roundabout very quickly. At the very least, a right filter lane should be provided in order that passing traffic did not get unduly, and dangerously, held up.
- There were no comments about the buildings themselves.

v. Application Number: 18/01345/F

Proposal: Erection of two dwellings

Location: Land South West of South Riding, Station Road, Launton

The Council considered the application and **RESOLVED** to respond with the following objections:

- The loss of the proper rural setting for the Grade II listed building – Yew Tree Farm house – that looked out over the farmland which was formerly part of it and violates policy C33 of the 1996 Plan.
- Safety concerns over the proximity of the development's drives to the existing access road from Yew Tree Close opposite.
- No account had been taken of the bus stop on Station Road which would block drivers' visibility to see approaching traffic from the south. The bus stop was a

terminus for the S5 which spent considerable time parked at the stop waiting to leave in accordance with the timetable.

- vi. Application Number: 18/01146/F and 18/01147/LB
Proposal: Rebuild shared stone border between 2 Grade II listed buildings
Location: Yew Tree House, Station Road, OX26 5DX
The Council considered the application and **RESOLVED** to respond that there were no comments or objections.
- vii. Application Number: 18/01376/F
Proposal: Extension and alteration to dwelling Crossways; subdivision of land to provide site for new detached dwelling; form 2 No new vehicular accesses
Location: Crossways, Blackthorn Road, OX26 5DA
The Council considered the application and **RESOLVED** to respond with the following objections:
- The West End vehicular access was far too close to the junction and there was no scope for vehicle turning movements on the site.
 - The parking provision was inadequate for the size of the houses. This would be likely to result in parking on West End and Blackthorn Road which would not be acceptable or safe as vehicles must not park so close to the junction.
- viii. Application Number: 18/01394/F and 18/01395/LB
Proposal: Change of use of annex from cottage to games room with kitchenette, shower and sauna
Location: Home Farm House, Station Road, OX26 5DX
The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

Received after publication of the agenda:

- ix. Application Number: 18/01483/F
Proposal: Erection of new agricultural barn
Location: Redundant Agricultural Barn At Folly Farm Station Road Launton
The Council considered the application and **RESOLVED** to respond that there were no comments or objections.

b. Notice of Decision

The Council noted the following Notices of Decision:

- i. Application Number: 18/00584/REM
Proposal: Reserved matters application to 15/01012/OUT - Development of up to 48,308sqm of employment floorspace (Class B1c, B2, B8 and ancillary B1a uses), the siting of buildings to the south of the site, servicing and circulation areas, vehicular and pedestrian access from Skimmingdish Lane and landscaping
Location: Land North East Of Skimmingdish Lane
Permission for development subject to conditions

- ii. Application Number: 18/00567/F
Proposal: Change of use of Building 143 from Ministry of Defence use to B1(c) Light Industrial
Location: Bicester Heritage, Buckingham Road, OX26 5HA
Permission for development subject to conditions
- iii. Application Number: 18/00589/F
Proposal: Change of use of building from use for B1 purposes to a use comprising of B1, and/or B2, and/or sui generis motor sales showroom, and/or A1 use
Location: Building 87 Bicester Heritage, OX27 8AL
Permission for development subject to conditions
- iv. Application Number: 18/00745/F
Proposal: Variation of condition 2 of 17/01831/F - The proposed parapet facing material has changed from the previous approval
Location: Building 119 FFMT Shed, Bicester Heritage, OX27 8AL
Permission for development subject to conditions
- v. Application Number: 18/00709/LB
Proposal: Replacement windows to property
Location: Yew Tree House, Station Road, OX26 5DX
Application Refused
- vi. Application Number: 18/00131/TCA
Proposal: Tree number 1523 x Sorbus sp is in poor condition with overhanging branches over the main entrance, the tree is quite hollow in places and the cavities are rotten - Fell
Location: Bicester Heritage, Buckingham Road, OX26 5HA
'Notice of Intent' to undertake works to trees in a conservation area
- vii. Application Number: 18/00827/LB
Proposal: Changes to the roof to the west elevation of Building 131 and a new opening in an internal wall in Building 130 as part of their tenant fitting out works to the existing buildings which form part of the RAF Bicester Technical Site redevelopment
Location: Bicester Heritage, Buckingham Road, OX26 5HA
Permission for development subject to conditions

10. Cherwell Local Plan Examination - Pre Hearing Meeting – to consider attendance at the meeting on 28 September at CDC

The Council **RESOLVED** to agree that it was not necessary for anyone to attend the pre-hearing meeting.

11. Habitats Regulations Assessment (August 2018) in the Partial Review of the Cherwell Local Plan 2011-2031 (Part 1)-Oxford's Unmet Housing Need – to consider the consultation (which closes 28 September)

The Council **RESOLVED** to agree that no response was necessary.

12. Oxfordshire County Council Minerals and Waste Local Plan: Part 2 – Site Allocations

Consultation – to consider a response to the consultation (which closes on 3 October)

The Council **RESOLVED** to agree that no response was necessary.

13. East / West Rail – to consider a response to the Transport and Works Act Order to authorise construction, operation and maintenance of the railway between Bicester, Bedford and Aylesbury, known as East West Rail Phase 2

The Council **RESOLVED** to respond that:

- the access up the lane between the Parish Hall and the school for the construction of the replacement bridge for the Manor Farm crossing was unsuitable for large vehicles;
- the transportation of materials to the northern storage site near the former Launton Station was of concern as it had already been agreed and accepted that it was not appropriate for any HGVs to come through the village, so a haul route should be confirmed;
- the closure of the Bicester Road was of concern and particularly the diversion route in order that the safety of the A41 junction could be confirmed;
- footpath number 272/7 which joined Charbridge Lane was marked for closure, but this was a well-used route for villagers and if closed, a temporary alternative route should be provided;
- footpath number 272/20 was marked for closure but was well-used, footpath number 272/21 which was being kept open flooded in winter so it was requested that remedial work action be undertaken on 272/21 to mitigate the loss of 272/20.

14. Village Matters

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

Councillor Turner reported that he had still not spoken to the Parish Council solicitor. However, he hoped to do so very shortly.

b. Yew Tree Close Field – to receive a progress report

No progress had been made.

c. Post box – to receive a progress report

The Clerk reported that the Post Office officer responsible had been moved to a different area. However, the Parish Council had been asked to obtain confirmation of ownership of the land and to ask the owners of the shop to confirm the information with the Post Office.

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

The Clerk had sent the 20mph request to the Highways Officer, but they had not had an opportunity to make a site visit to cost it.

e. The Glades

i. To receive a progress report

The Clerk had not had an opportunity to progress the work further.

ii. To receive quotations for the tree work

The Council **RESOLVED** to agree to Mark Blake's quote of £300 to reduce and crown lift the beech tree and to cut back all the laurels and remove the waste.

f. Silent Soldier – to consider the purchase of a silhouette

Following consideration, the Council **RESOLVED** to agree to the purchase of a Soldier and an Airman from the Royal British Legion for a donation of £250 each. One would go by the War Memorial and permission would be sought to install the other in front of the Parish Hall.

15. Joint Statutory Spatial Plan – public event – to consider attendance at the event organised by CPRE on 17 September at 7pm at Banbury Town Hall

The Council **RESOLVED** to agree that attendance was not necessary.

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

a. Friends of Island Pond Wood – thanking for grant

b. CFO – summer newsletter

c. Cllr Ian Corkin

i. National Blue Badge Scheme changes to the process

ii. Appointment on the joint Cherwell / Oxfordshire Partnership Cabinet

iii. Monthly update

d. TVERC – Autumn Recorders Conference 29 September

e. TVP – newsletter

f. Rural Services Network – bulletins

g. Healthwatch – briefing

h. Bodicote House – Training / Funding / Workshop Sessions

i. OCC – update on OCC and CDC collaboration

j. New villager – re Expressway and organising action group

k. CDC Licensing – re trading hours of snack trailer off A4421

l. Brackley & District Band – re concert on 22 September

m. Oxfordshire SLCC – re branch meeting at Cholsey on 12 September

17. Training

a. To consider attendance at OALC training courses

No Councillors were available for further courses.

b. To consider the Clerk's attendance at the SLCC Regional Training Seminar in Newbury

The Council **RESOLVED** to agree to pay a third of £75 for the Clerk's attendance at the seminar.

18. Reports from Meetings

No meetings had been attended.

19. Reports

a. Chairman's Report

The Chairman had nothing further to report.

b. Clerk's Report

The Clerk had nothing further to report.

20. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Wednesday 20 September

- a. **Sunday Brunch Scramble** – 7 October. A local resident discount was available with the code LOCALX18. More information could be found on the Parish Council website.

21. Date of next meeting – Thursday 4 October 2018 at 7.30pm at Launton Parish Hall.

The meeting closed at 10.12pm

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.....