

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. Twenty parishioners availed themselves of this opportunity.

Minutes of the meeting held on Thursday 1st July 2010 at 7.40pm in Launton Village Hall

Present: Councillors: Mr Simon Turner – Chairman, Miss Wendy Foster – Vice Chairman, Mr Chris Fox, Mr Howard Hill, Mrs Molly O'Connor (part time) and Mr Ian Stubbings

In attendance: Mr Keith Dixon - Clerk,

1. To receive and accept apologies for absence

Apologies were received and accepted from County Councillor Fulljames.

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

Cllr Foster declared a personal and prejudicial interest in agenda item 8.a.ii, planning application R3.0093/10, arising from being a neighbour of the proposed development.

3. To confirm the minutes of the last meeting – Thursday 10th June 2010

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

Proposed: Councillor Turner
All in favour.

Seconded: Councillor Hill
Motion carried.

4. Village Matters

- a. To give feedback from the Consultation meeting regarding the NW Eco-town proposals.

The Council acknowledged the printed material circulated by P3Eco, the facilitators of the event, and Councillor Foster and the Clerk, who had both attended the meeting, shared their impressions with the Council.

- b. To give feedback on the Joint Parishes activity.

Cllr Foster brought the Council's attention to Mary Harpley's reply to the letter of objection prepared by the Joint Parish Councils. There was no further activity to report.

5. Report from Oxfordshire County Councillor for Launton

None was available.

6. Report from Cherwell District Councillor for Launton

None was available.

7. Finance and Governance

- a. To confirm and approve expenditure for July and review income during June.

Payments for approval and payment

Cheque No	Payee	Amount
200108	Mr Jefferies – Bus Shelter	£80.30
200109	K Dixon	£344.80

Signed



Date

5/8/2010

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200110	HMRC – K Dixon	£76.60
S/O	Launton Lines	£110.00
S/O	Launton Parish Hall	£40.00

Total Payments in July 2010 £651.70

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest June	£0.87
Bank of Ireland	Interest June	£0.01

Total Receipts for June 2010 £0.88

Income was reviewed and expenditure approved.

Proposed: Councillor Turner **Seconded:** Councillor Hill
All in favour. **Motion carried.**

- b. To acknowledge scrutiny and acceptance of previously circulated bank statements.
 Banks statements were reviewed and unanimously accepted.
- c. To review 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 Foster
All in favour. **Motion carried.**
 The Chairman and Clerk signed the Bank reconciliation.
- d. To review amended model Standing Orders.
 The Chairman pointed out a number of further amendments required and the Council approved the changes proposed. The Chairman will incorporate the revisions with a view to presenting a final version for adoption at the next meeting. **Action Cllr Turner**
- e. To review and where necessary amend NALC's previously circulated Model Financial Regulations.
 The Council considered amendments proposed by the Clerk and Chairman and accepted them. The Clerk will incorporate the revisions and forward to the Chairman for validation and typesetting with a view to presenting a final version for adoption at the next meeting.
Action Clerk and Cllr Turner
- f. To review and where necessary amend the newly formed Audit Plan.
 The Clerk reminded the Council that external audit requirements regarding the effectiveness of the audit required the Council to have an Audit Plan in place. The document proposed incorporated the Council's responsibilities for managing risk, the internal and external auditor's annual reports and the Audit effectiveness checklist. The Council accepted the document in principle and directed the Clerk to make minor amendments with a view to presenting the final version for approval at the next meeting.
Action Clerk
- g. To review the Asset Register and Maintenance plan.
 The Council reviewed the updated Asset Register and accepted its content.
Proposed: Councillor Foster **Seconded:** Councillor Stubbings
All in favour. **Motion carried.**

The Clerk and Chairman signed the register.

The Council reviewed the Asset Maintenance plan and Cllr Hill agreed to take lead responsibility for maintenance of the bus shelters with help from others.

- i. To decide on a replacement bench from alternatives identified by the Clerk. The Council considered the three options and agreed on the 'Southampton' seat from Neptune Outdoor Furniture.

Action Clerk

Proposed: Councillor Turner

Seconded:

Councillor Hill

All in favour.

Motion carried.

- ii. To decide on a contractor for repairs to the wall at The Poplars and replacement of the bench at Blenheim Drive. After discussion of the merits of the three quotes presented by the Clerk, the Council resolved to engage Davies Building Services Ltd to conduct the work.

Action Clerk

Proposed: Councillor Hill

Seconded:

Councillor Stubbings

All in favour.

Motion carried.

At this point Cllr O'Connor left the meeting

- iii. To consider work to clear shrubbery and remove tree stump at The Poplars. Preparatory to conducting the wall repairs and Bench replacement the Clerk had approached M D Blake Forestry and Landscape Services, to clear shrubbery from the sites and grind out a tree stump. The Council accepted Mr Blake's quote and directed the Clerk to engage him forthwith.

Action Clerk

Proposed: Councillor Hill

Seconded:

Councillor Stubbings

All in favour.

Motion carried.

- h. To consider updates to insurance cover required.

The Clerk suggested that the insurers be approached to increase cover to include all of the assets on the revised asset register and in addition, provide cover for £2000 worth of mowers and machinery on behalf of Launton Plotters. Launton Plotters would be asked to pay the incremental premium for the latter.

It was proposed that the Clerk's suggestion be accepted.

Action Clerk

Proposed: Councillor Hill

Seconded:

Councillor Foster

All in favour.

Motion carried.

- i. To review adequacy of the council's banking arrangements.

The Clerk reminded the Council that the existing current account with the Co-operative bank had been opened approximately 18 months ago, after dissatisfaction with the previous banker's responsiveness. The Council's Bank of Ireland account was its savings / investment account. At the last review £10,000 had been moved to the Co-operative 14 day account, linked to the current account, for greater security against bank failure. It was proposed that unless unexpected circumstances demanded it no changes be made to the arrangements before the next annual review.

Proposed: Councillor Foster

Seconded:

Councillor Stubbings

All in favour.

Motion carried.

8. Planning

a. To discuss and decide upon Planning Applications received.

- i. Application No. MW.0078/10
Applicant Mr Robert Ryan, Viridor Waste Management Ltd,
42 Kings Hill Avenue, Kings Hill, West Malling,
ME19 4AJ
- Proposal
- The construction and operation of an energy from waste and combined heat and power facility together with associated office, visitor centre and bottom ash recycling facilities, new access road and weighbridge facilities and the continuation of landfill operations and landfill gas utilisation with consequent amendments to the phasing and final restoration landform of the landfill surface, water attenuation features and improvements to the existing household waste recycling centre at Ardley Waste Management Facility, Ardley Fields Farm, Ardley, Oxfordshire.

The Council felt that all of the objections put forward in the combined parishes' letter, signed by Launton PC, to the first planning application were still valid. It was proposed therefore, to delegate to the Clerk the task of replying to the consultation with the same objections presented formerly.

Action Clerk

Proposed: Councillor Turner
All in favour.

Seconded: Councillor Foster
Motion carried.

- ii. Application No. R3.0093/10
- Applicant Oxfordshire County Council Speedwell House,
Speedwell Street, Oxford, Oxfordshire, OX1 1NE
- Proposal
- Permission for the Removal of existing Pre-School temporary building and erection of two single storey extensions to provide permanent Pre-School accommodation and displaced Key Stage 1 accommodation. Erection of new external canopy, internal alterations, and other associated works at Launton Church Of England School, Bicester Road, Launton, Oxfordshire, OX26 5DP

At this point Cllr Foster, having previously declared an interest, left the meeting.

On consideration of the application the Council felt it had no objection to make and no comment to offer.

Proposed: Councillor Turner
All in favour.

Seconded: Councillor Hill
Motion carried.

Councillor Foster rejoined the meeting.

b. Planning Decisions

- i. Application No. 10/00479/LB
Applicant: Mr Richard Fogden
Proposal Amendment to Listed Building Consent
06/01363/LB – proposed timber doors to
aluminium.
Location Home Farm House, Station Rd, Launton.

Decision Granted subject to conditions

The Council noted the decision.

9. Correspondence

a. Correspondence received for action

- i. OCC 'Preparing for Emergencies – a Community Approach' meeting invitation.

It was agreed that Cllr Turner would attend the meeting accompanied, if possible by either Cllr Fox or Cllr Hill. Clerk to advise OCC

Action Clerk

b. Correspondence received for information

- i. Highways Agency – A34/M40 Junction 9 (Wendlebury) Improvement pamphlet.
ii. Cherwell DC – 'How to have your say at Planning Meetings' pamphlet.
iii. Cherwell DC – 'Planning Futures' issue 2 Summer 2010.
iv. Mrs Audrey Tutt – Letter of resignation from the Council.

10. Reports

a. Chairman's Report

None was made

b. Clerk's Report

The Clerk reported he would be attending the Freedom of Information Seminar on the 8th July and would be on annual leave for two weeks commencing the 15th July

11. Date of next meeting - Thursday 5th August 2010

The meeting closed at 9.29 p.m.

Signed



Date

5/8/2010

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