

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. Three parishioners availed themselves of this opportunity.

Minutes of the meeting held on Thursday 3Rd February 2011 at 7.30pm in Launton Village Hall

Present: Councillors: Miss Wendy Foster, Mr Chris Fox, Mr Howard Hill, Mr Ian Stubbings, Mr Simon Turner

In attendance: Mr Keith Dixon – Clerk

1. To receive and accept apologies for absence

Apologies were received from Mrs Molly O'Connor and Mrs Rachel Burn

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

There were none.

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

There was none.

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

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

Proposed: Councillor Fox

Seconded:

Councillor Hill

All in favour.

Motion carried.

5. Report from Cherwell District Councillor for Launton

None was available.

6. Report from Oxfordshire County Councillor for Launton

None was available.

7. Finance and Governance

- a. To confirm and approve expenditure for February and review income during January.

Payments for approval

Cheque No	Payee	Amount
S/O	Launton Parish Hall	£42.00
200149	Mr Jefferies – Bus Shelter	£80.30
200150	K Dixon	£376.54
200152	HMRC – K Dixon	£76.40
200152	H Hill	£20.33
200153	Cartridge World	£44.90
200154	SLCC	£82.00
200155	T L Jenkins	£210.00
S/O	Launton Lines	£110.00
Total Payments in February 2011		£1,042.47

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	Interest	£0.39
Bank of Ireland	Interest	£0.01

Total Receipts for January 2011 **£0.40**

Income was reviewed and expenditure approved.

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

- b. To acknowledge scrutiny and acceptance of previously circulated bank statements.
Banks statements were reviewed and unanimously accepted. The Clerk was asked to research other alternatives to the Bank of Ireland given their very poor interest rates.
Action Clerk
- c. To review a draft complaints policy and procedure.
The Chairman requested this item be deferred until next meeting. **Action Clerk**
- d. To consider Clerk's and Councillor's attendance at SLCC Oxfordshire Branch Conference
After discussion of the conference agenda and fees it was proposed that Councillor Fox and the Clerk should attend the conference and the Council would bear the costs.
Proposed: Councillor Turner **Seconded:** Councillor Foster
All in favour. **Motion carried.**
- e. To consider and decide upon contract renewal for Station Rd pedestrian refuge maintenance.
The Clerk advised the Council that he had requested TL Jenkins to provide a quote to continue the contracted service delivered last year, namely to weed spray, clear and dispose of roadside dirt and foliage. The Council discussed the quote and accepted the cost of £250 per event. The Clerk was directed to schedule the next clearance for June and to reassess in September, whether a second clearance was required. **Action Clerk**
Proposed: Councillor Fox **Seconded:** Councillor Hill
All in favour. **Motion carried.**
- f. To consider how to conduct the Clerks performance review.
The Clerk advised the Council that it was a requirement of Internal Audit and good practice, that the Council should undertake a review of his performance annually. It was agreed that the review would be conducted by the full Council following the next Council meeting. **Action Clerk**

8. Planning

- a. To discuss and decide upon Planning Applications received.
- i. Application No.09/01659/REM
 Applicant The Oxford Diocesan Board of Finance
 Proposal Reserved Matters (Ref; Outline 05/01563/OUT) B1
 Office Development with associated parking, turning and
 landscaping areas – (as amended by plans received 9
 December 2010)

Location Land Northwest of Launton Rd Roundabout Adjoining Skimmingdish Lane Caversfield.

The Council resolved that it had no objections or comment to make on this application.

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

- ii. Application No.10/01910/F
Applicant A T Cox & Sons
Proposal Installation of Photovoltaic Cells to Roof
Location Grange Farm, Station Rd Launton.

The Council resolved that it had no objections or comment to make on this application.

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

- iii. Application No.10/01909/F
Applicant Launton Settlement Trust
Proposal Installation of Photovoltaic Cells to Roof
Location Unit B5 Grange Farm, Station Rd Launton.

The Council resolved that it had no objections or comment to make on this application.

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

- iv. Application No.11/00024/F
Applicant Mr & Mrs Stephens
Proposal Addition of new side dormer and associated roof lights, first floor rear extension and associated internal alterations.

Location 11 West End, Launton.

The Council resolved that it had no objections or comment to make on this application.

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

- v. Application No.10/01860/F
Applicant Mr A Smith
Proposal Demolition of existing bungalow and construction of 1 no. house

Location Claremont, Station Rd Launton.

The Council resolved that it had no objections or comment to make on this application.

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

b. Planning Decisions

- i. Application No.10/01639/F
Applicant Mr & Mrs M Burn
Proposal Erection of a wooden shed
Location 3 Sharpes Cottages, Station Rd
Decision Granted subject to conditions

9. Village Matters

- a. To consider and decide upon the quotations received from contractors for replanting of the shrubbery bed and further actions concerning maintenance of the open space in The Glades.

The Clerk presented a comparison of the three quotes received. After discussion of costs and services, it was proposed that Mr P Bradford's quote should be accepted.

Proposed:	Councillor Foster	Seconded:	Councillor Stubbings	Action Clerk
All in favour.			Motion carried.	

- b. To consider what actions are appropriate to ensure emergency operations provision.

The Chairman thanked Cllr Stubbings for the thought he had given to the topic and asked if anyone was prepared to work outside the meeting to draft proposals to move forward. Councillors Stubbings and Fox agreed to undertake the task, for further consideration at the next meeting.

Action Cllrs Stubbings and Fox

10. Correspondence

- a. Correspondence received for action
Ryder Cheshire Volunteers, Oxfordshire – request for donation
After discussion it was agreed that given the donations already made this year the Council was not in a position to support this request.
- b. Correspondence received for information
Oxfordshire Playing Fields Assoc. – The Playing Field
Royal British Legion – The Great Poppy Party Weekend
Local Government Boundary Commission – Electoral review of Oxfordshire

11. Reports

- a. Chairman's Report
The Chairman reported on a very useful meeting with members of Oxfordshire CC and Launton School to consider safety improvements in Bicester Rd which could be funded from funds arising from the Sherwood Close development. An option currently under consideration is to install a raised crossing outside the school.
- b. Clerk's Report
The Clerk reported a request from a resident of Station Rd to seek assistance from Oxfordshire Highways regarding the condition of the highway outside Grange Farm. The Clerk had made the request, siting other issues outside Jewsons as well, and advised the resident that any member of the public can report such problems.

For public interest, Oxfordshire Highways contact details are; Telephone 0845 310 11 11 or email highwayenquiries@oxfordshire.gov.uk

12. Date of next meeting - Thursday 3rd March 2011

The meeting closed at 8.33p.m