

# LAUNTON PARISH COUNCIL

Members of the Parish Council and the Parish Clerk had been available in Launton Parish Hall before the start of the formal meeting (from 7.00pm until 7.30pm) to meet with the public. All plans and correspondence were available for viewing and comments and 3 parishioners availed themselves of this opportunity. The formal meeting commenced at 7.30pm.

## **Minutes of the meeting held on Thursday 2<sup>nd</sup> April 2009 at 7.30pm in Launton Parish Hall**

**Present:** Councillors: Mr Simon Turner- Chairman, Mrs Audrey Tutt – Vice Chairman, Miss Wendy Foster, Mrs Molly O'Connor, Mr Ian Stubbings & Mr Roger Tompkins  
**In attendance:** Mr Keith Dixon- Clerk, Councillor C Fulljames OCC (Part Time), Mr D Thompson.

- 1. To receive and accept apologies for absence**  
Councillor Howard Hill,

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

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. (Please refer to the notes at the end of agenda)

The Chairman declared a personal and prejudicial interest in item 8bii, Planning App. 08/02176/F, due to his chairmanship of the Launton Environmental Group which opposed the application.

- 3. To confirm the minutes of the last meeting** - The minutes of the meeting held on Thursday 05 February 2009 were unanimously agreed as a true record and were signed and dated by the Chairman.

**Proposed:** Councillor S Turner  
**All in favour.**

**Seconded:** Councillor R Tompkins  
**Motion carried.**

- 4. To receive proposals from Mr D. Thompson regarding the development of a village website, and to agree the Council's next steps.**

Mr David Thompson presented a proposal concerning the structure and development of a village website, which would allow all village groups, including the Parish Council, and village businesses, to provide and display content.

There would be no cost to the Council in initiating a site and Mr Thompson would present progress to the Council in six months time, for them to consider if any enhancements were required, and whether any funding required would be justified.

The view was expressed by councillors that the website should be complimentary to Launton Lines as a communication vehicle, not in competition with it.

The Council should communicate to a representative of the Launton Lines Committee the discussions that had taken place.

**Action - Clerk**

It was proposed that the Council should accept Mr Thompson's plans to develop a website, initially to gain public requirements, then develop as necessary.

**Proposed:** Councillor A Tutt  
**All in favour.**

**Seconded:** Councillor R Tompkins  
**Motion carried.**

### **5. Report from Oxfordshire County Councillor for Launton**

Councillor Fulljames gave a report on the recent decisions of the Cherwell Planning Committee.

## 6. Report from Cherwell District Councillor for Launton

No report was available from CDC

## 7. Financial:

- a. To agree on expenditure for new Minute Book .

It was agreed that the Council should purchase the sample Minute Book shown by the Clerk

**Proposed:** Councillor A Tutt  
**All in favour.**

**Seconded:** Councillor S Turner  
**Motion carried.**

- b. To review income during March and confirm and approve expenditure for April.

## FINANCIAL

### Expenditure for approval and payment in April 2009

| <b>Cheque No</b> | <b>Payee</b>                                   | <b>Amount</b> |
|------------------|------------------------------------------------|---------------|
| 200017           | Mr Jefferies – Bus Shelter                     | £100.30       |
| 200018           | K Dixon                                        | £330.78       |
| 200019           | H Hill – Dog Bin Supports                      | £ 4.68        |
| 200020           | Cherwell DC – Dog Bin Emptying                 | £394.68       |
| 200021           | HMRC – K Dixon £ 64.40, L Lee<br>£15.20 refund | £ 49.20       |
| 200022           | Mr L Lee                                       | £ 70.72       |
| 200023           | Shaw and Sons Limited                          | £102.47       |
| S/O              | Launton Lines                                  | £110.00       |
| S/O              | Launton Parish Hall (quarterly S/O)            | £ 42.00       |

**Total Payments for April 2009** **£1204.83**

All above cheques drawn on The Co-operative Bank

## Income Received

| Source     | Reason            | Amount  |
|------------|-------------------|---------|
| Co-Op Bank | Interest March    | £ 0.25  |
| BOI        | Interest February | £ 16.66 |
| HRMC       | VAT Refund        | £348.15 |

**Total Receipts** for March 2009                      **£365.06**

**Proposed:** Councillor S Turner  
**All in favour.**

**Seconded:** Councillor R Tompkins  
**Motion carried.**

- d. To review bank statements.

Current bank statements were unanimously accepted.

- e. To review status of Standing Orders for Launton Lines and the Parish Hall.

The Clerk reported he had verbal confirmation from The Co-operative Bank that the above orders would be paid from April, monthly and quarterly respectively.

## 8. Planning

To discuss and decide upon correspondence received;

### a. Planning Applications

Viridor Waste Management – Ardley Energy from Waste (Launton response already conveyed through Joint Parish's Letter)

### b. Planning Decisions

- |     |                 |                                                                                                                                                  |
|-----|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| i.  | Application No. | 09/00095/F                                                                                                                                       |
|     | Applicant       | Mr Martin Lindsey-Clark                                                                                                                          |
|     | Proposal        | Retrospective application for minor amendments to planning approval 07/02026/F                                                                   |
|     | Location        | The Warren, Station Rd                                                                                                                           |
|     | Decision        | <b>Granted</b>                                                                                                                                   |
| ii. | Application No. | 08/02176/F                                                                                                                                       |
|     | Applicant       | Mr & Mrs K Mitchell                                                                                                                              |
|     | Proposal        | Two storey detached dwelling with detached double garage /workshop with storage space above ( as amended by plan received 29/12/08 and 19/01/09) |
|     | Location        | Land between and behind 22 and 26 West End                                                                                                       |
|     | Decision        | <b>Granted</b>                                                                                                                                   |

## 9. Village Matters

### a. Allotments

Councillor Foster reported that at a well attended public meeting on 19<sup>th</sup> March 2009, several people volunteered to form a Management Committee. Initial communications had been sent to everyone on the waiting list and decisions had been reached on plot size and the type of water meter required. Mr Deeley had kindly ploughed the large field.

Councillor R Tompkins' offer to purchase, and install the water meter, was gratefully accepted by the Council. Councillor Tompkins will recoup the cost of the meter from the Allotment Management Committee in due course.

#### **Action – Councillor R Tompkins**

The Clerk reported he had obtained a model form of agreement to describe the Council's relationship with the Allotment Association, and would incorporate the relevant terms from the agreement with Mr Deeley, in readiness for presentation to the Council for agreement

#### **Action - Clerk**

### b. Sherwood Close Grass Area

- i. The Clerk reported that quotes had been received from 'Signs of the Times', for a solid rigid polyurethane sign, and from 'Green Barnes Limited', for an aluminium sign. Since the polyurethane option was durable, had no scrap value, and was less than half the price of the aluminium alternative further discussions with the supplier were conducted. The Council were shown scale mock-ups of two alternatives. The sign chosen would be 610 by 250mm with scalloped corners, with dark green background and white lettering, ball logo and border, and a prohibition circle in red. Councillor Tompkins offered to supply fixing posts to reduce the cost of buying purpose-made ones.

#### **Action R Tompkins**

It was proposed the clerk should pursue the supply of the sign with 'Signs of the Times'.

**Action Clerk**

**Proposed:** Councillor S Turner  
**All in favour.**

**Seconded:** Councillor W Foster  
**Motion carried.**

- ii. The sum of £6586.67 for open space maintenance, will be deposited in the Council's Bank of Ireland account, shortly after the 1<sup>st</sup> April.

c. Dog Bin at Launton Playing Fields

CDC have removed defective bin, Councillors Hill and Tomkins have installed the new bin on the touchline of the football pitch.

d. Rural Exception Sites

It was proposed the Council should request ORCC to pursue, with the landowner, the possible procurement of site 4, (Station Rd, opposite Grange Farm) as a small affordable housing location.

**Proposed:** Councillor S Turner  
**All in favour.**

**Seconded:** Councillor I Stubbings  
**Motion carried.**

e. Shelter Grants Scheme

It was proposed that the Council should communicate acceptance of Oxfordshire County Councils proposals.

**Action Clerk**

**Proposed:** Councillor A Tutt  
**All in favour.**

**Seconded:** Councillor I Stubbings  
**Motion carried.**

f. Notification of Temporary Road Closure Charbridge Lane 10.05.09

Clerk to post notice on Notice boards and submit an article to Launton Lines

**Action - Clerk**

g. Station Rd Drainage

The Clerk reported that he had written to CDC on 5<sup>th</sup> March, including photographs of flooding opposite Blenheim Drive, opposite Yew Tree Farm, and outside No1 Sharpes Cottages. Whilst the report of root causes, progress to date, and planned actions requested, was not supplied, a response on the 1<sup>st</sup> April summarised the situation as follows;

Oxfordshire County Council has agreed to up-size the pipes at No.1 Sharpes Cottages during this financial year.

CDC have looked at the slow draining gully by No 1 Sharpes Cottages and concluded it is due to the bed level of the ditch.

The landowner of the first section of ditch, downstream from the pond opposite Blenheim Drive, has agreed to clean it, and CDC will clean the section from Wedgeways to Sharpes Farmhouse.

In a further correspondence Mr A Brearley of CDC has advised that Mr Tony Brummell, Head of Building Control, has requested additional funds to reinstate (clean out) ditches contributing to the problems. A decision is expected within two weeks

Clerk to ascertain progress by 15<sup>th</sup> April

**Action Clerk**

## 10. Correspondence

- a. To discuss and, where necessary, decide upon a response to correspondence for consideration:

- i. Cherwell Countryside Forum

Regrettably, no Councillor will be available to attend the meeting on the 22<sup>nd</sup> April.

- b. Correspondence received for information (folder circulated)
  - i. 'Being a Better Councillor'
  - ii. 'Youth Spotlight'
  - iii. 'Health News'
  - iv. OALC Update for Members
  - v. 'Cherwell Link'
  - vi. 'Cherwell News'
  - vii. Swifts and Swift conservation

## 11. Reports

### Chairman's Report

The Chairman gave a summary of his observations, following his attendance at an Environment Agency meeting regarding the approval and regulation of waste disposal installations.

### Clerk's Report

- i. Annual Parish Meeting preparation  
All the village organisations have been sent invitations, agendas and previous minutes, The Parish Hall is booked for 23<sup>rd</sup> April.
- ii. Further Correspondence  
CDC - TPO Water Moor House Station Rd  
CDC – Agenda of standards Committee to review Councils Constitution. Both were circulated to the Council
- iii. External Audit  
Date for returns this year is 12<sup>th</sup> June 2009  
Accounts will be presented to Council in Mays meeting.  
Public to be advised of accounts 27/04 – 10/05  
Records will be available from 11/05 – 08/06
- iv. Contract of Employment  
The Clerk had submitted amendments to the proposed contract and an analysis of working at home costs to the Chairman.  
Chairman will meet with Clerk to finalise the contract.

**Action - Councillor S Turner**

The Meeting Closed at 9.05p.m.

## 12. Date of next meeting - Thursday 7<sup>th</sup> May 2009 Launton Parish Hall

### Notes on declaration of interest

any Member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered, with the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly, It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.