

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 5 September 2019 at 7.30pm in Launton Parish Hall

Councillors Present: Mr Chris Fox (Chairman of the Meeting), Mr Mike Murphy, Mr Ed Sanders, Mrs Lesley Thompson

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

Apologies: Mrs Lizzie Chisholm, Mr Simon Turner (Chairman), Mrs Jeanne Walker

1. To receive and accept apologies for absence

Councillors Chisholm, Turner and Walker's apologies were received and accepted.

2. Requests for Dispensations, Declarations of Interest, gifts and hospitality

No requests were declared.

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

Nothing was raised.

4. Reports from District and County Councillors

None were received in time for the meeting.

5. To confirm the Minutes of the previous meeting held on 1 August 2019, previously circulated

The Council **RESOLVED** that the minutes be accepted as a true record and were signed by the Chairman.

6. Update on progress from the Minutes – the Clerk / Chairman to report on progress of outstanding items which do not require further decision

- a. **Treatment of Brambles** – OCC Highways were prepared to do the work and had added it to their works list.
- b. **Cars for sale at the Roundabout** – it had been difficult to ascertain who had responsibility for checking the legality of this. The Clerk had asked Cllr Ian Corkin for help.

7. Finance

a. To receive the Finance Report

As at 16 August, the Accounts stood at:

Co-op Current Account	£22,452.30
Co-op Deposit Account	£22,268.43

There was one outstanding cheque totalling £216.00

The Standing Order of £504.90 to pay the Clerk's July salary cleared on 1 August

The Standing Order of £110 to Launton Lines cleared on 5 August.

Launton Plotters insurance contribution of £10 for 2019/20 has been received.

The Clerk made a VAT reclaim of £1,350.28 from 1 March – 31 May on 4 September.

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

The bank statement was reviewed and accepted.

c. AGAR Signature Redaction – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns

The Council **RESOLVED** to agree that, to protect the signatories from identity theft, all the signatures on the web version of the AGAR should be redacted. The hard copy of the document would be available for inspection, but not duplication.

d. Poppy Wreath – to consider a donation to the Royal British legion for the Remembrance Day Poppy Wreath

The Council **RESOLVED** to agree to a donation of £50 for the Remembrance Day Poppy Wreath.

e. 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
200791	Oxfordshire Association of Local Councils for Budgeting and financial management for Councillors course for Cllr Turner (invoice no W-866)	Training	£54.00
200792	Calber Facilities Management Ltd for August Grass Cutting (invoice no CL433900)	Urban Grass Cutting	£252.00

8. Governance

a. CPRE Membership – to consider whether to join as a Parish Council

The Council **RESOLVED** to agree to join the Campaign to Protect Rural England at a cost of £36 for the year. The Clerk would complete the application form and use the Debit Card for the payment. Membership would be reviewed on renewal.

9. Training

a. To consider attendance at OALC courses over the forthcoming months

The Council **RESOLVED** to agree to Councillor Turner attending the VAT for Clerks and Councillors on 2 October at a cost of £45 exclusive of VAT.

The Council **RESOLVED** to agree that, as this course would take the training budget over the £400 previously agreed, to move £200 from the Clerk Salary budget to the Training Budget.

10. 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: 19/01365/F

Proposal: Single storey side extension and garage conversion to dwelling house

Location: 8 Woodland Close, OX26 5AG

The Council **RESOLVED** to agree to defer the application until the October meeting as the paperwork for the application had not been received.

b. **Notice of Decision**

The Council noted the following Notices of Decision:

- i. Application Number: 19/01069/F

Proposal: Two storey rear extension

Location: 12 Sharpes Cottages, Station Road, OX26 5BU

Permission for development subject to conditions

- ii. Application Number: 19/01090/F

Proposal: Erection of a close boarded fence to the eastern boundary - 2.7m in height

Location: Thornbury, The Green, OX26 5EF

Permission for development subject to conditions

- iii. Application Number: 19/01093/F

Proposal: Erection of a close boarded timber fence to the rear garden boundary - 2.5m in height

Location: Six Gables, The Green, OX26 5EF

Permission for development subject to conditions

11. **Environment Agency** – to consider a response to the Environment Agency following the presentation to the August meeting

Unfortunately, the Clerk had not received the electronic copies of the maps, so the Councillors had not been able to consider the information further. The Council **RESOLVED** to agree to defer discussion to the October meeting.

12. **Oxfordshire Minerals and Waste Local Plan** – to consider the Consultation on Revised Statement of Community Involvement (closes 2 October)

The Council **RESOLVED** that, having looked at the consultation, no response was necessary.

13. Village Matters

a. Parish Hall Lease

- i. To receive a progress report
No further progress had been made.
- ii. To agree further action
No further action was necessary.

b. East / West Rail

- i. To receive a progress report
No further information had been received by the Parish Council. A villager provided a brief update about HS2, but works should not have any impact on the village.

c. Post box – to receive a progress report

Councillor Fox reported that there was no further news.

d. 20mph Zone Outside School – to receive a progress report and agree specification

No further progress had been made.

e. Barriers Outside School – to consider asking OCC to erect an additional barrier outside the school entrance for the safety of the children

No further news was available.

f. Expressway – to receive a progress report

The Clerk had registered the Parish to join the Stakeholder Reference Group and reminded the meeting that Professor David Rogers would be giving his presentation about the potential impact of the Expressway on the village area on Thursday 19 September at 7.30 in the Parish Hall. Posters and social media publicity had been published.

g. Grit bin – to consider purchase of further grit bins

The Council **RESOLVED** that no further bins were necessary.

h. Station Road Pump – to receive a progress report

The Council **RESOLVED** to thank Ted Marsh for his work and dedication in painting the pump and railings and to the other villagers who had improved the area. Councillor Fox would be sourcing new wood for the bench shortly. A small information board would be investigated.

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

- a. Enrych – thank you letter for donation
- b. Rural Services Network – bulletins and funding digest
- c. John Broad – information about the Expressway
- d. Thames Valley Environmental Records Centre - newsletter
- e. Chesterton Parish Council – various information about the Great Wolf Resorts' proposal
- f. NALC – Chief Executive's bulletin and newsletters
- g. Healthwatch Oxfordshire - briefings
- h. OCC – National Highway and Transport Public Satisfaction Survey
- i. TVP – Police and Crime Bulletin

- j. **Bethel Church** – requesting assistance with location of old marriage records
- k. **OCC** – Introducing Oxfordshire Environment Board
- l. **OCC** – Oxfordshire Sports Awards 2019 nominations requested
- m. **OALC** – August Update
- n. **OCC** – Broadband in the Parish Hall; the Parish Hall did not qualify as a rural location for the fibre broadband
- o. **Villager** – Blackthorn Road speeding traffic
- p. **CDC** – Community Lottery
- q. **Clerks and Councils Direct**

15. Attendance at Meetings and reports from meetings / courses

- a. **SSEN Stakeholder workshop for parish councils** – 17 September
No Councillors at the meeting were available for the workshop.
- b. **Open Day at Deddington Highways Depot** – 5 October
No Councillors were available.
- c. **Age UK Loneliness discussion** – 8 October
No Councillors at the meeting were available for the workshop.

16. Reports

- a. **Chairman's Report**
The Chairman had nothing further to report.
- b. **Clerk's Report**
OALC informed the Parish that NALC had updated the Financial Regulations. The Clerk would bring the updated version to the October meeting.

The Clerk had drafted a Dispensations Procedure and Form for consideration at the next meeting.

17. Items for information or next Agenda only – the Clerk requested all items for the next agenda be submitted by Thursday 19 September

- a. **Silent Soldiers** – Councillor Fox would re-erect the silent soldiers towards the end of October.

18. Date of next meeting – Thursday 3 October 2019 at 7.30pm Launton Parish Hall

The meeting closed at 8.14pm

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.....