

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 7 November 2019 at 7.30pm in Launton Parish Hall

Councillors Present: Mrs Lizzie Chisholm, Mr Chris Fox (Vice Chairman), Mr Mike Murphy, Mr Ed Sanders,

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

Apologies: Mrs Lesley Thompson, Mr Simon Turner (Chairman), Mrs Jeanne Walker

1. To receive and accept apologies for absence

Councillors Thompson, 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

Councillors Hughes (CDC) and Corkin (OCC) sent their apologies.

5. To confirm the Minutes of the previous meeting held on 3 October 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. Internal Audit – the Clerk had sent confirmation to Elaine Anstee and had written to the others.

b. Staff Review – was postponed until the December meeting when it was hoped more Councillors would be able to contribute.

7. Finance

a. To receive the Finance Report

As at 16 October, the Accounts stood at:

Co-op Current Account	£30,484.54
Co-op Deposit Account	£22,268.43

There were two outstanding cheques totalling £100.00

The Standing Order of £504.90 to pay the Clerk's September salary cleared on 1 October.

The quarterly Standing Order of £42 for Hire of the Parish Hall cleared on 1 October.

The Standing Order of £110 to Launton Lines cleared on 4 October.

No income had been received

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

The bank statement was reviewed and accepted.

c. Internal Financial Control – to receive a report from the Councillor responsible

Councillor Fox reported that he had inspected the account books and that there were no issues or irregularities.

d. 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
200798	No Expressway Group for one-off donation	General grants	£150.00
200800	JMC Olds for Admin expenses (Printing £44.64, General expenses £5, Laminating £16.20, Postage £9.52, Telephone £0.97)	Admin Costs	£76.33
	Mileage expenses	Mileage expenses	£51.89
	Total		£128.22

The Council **RESOLVED** not to pay the Bates Wells Braithwaite invoice (number 200799) until there was a satisfactory conclusion of the Lease queries which had recently been raised.

8. Training

a. To agree to the Clerk attending a SLCC Digital Clerk Webinar

The Council **RESOLVED** to agree to the Clerk attending the Webinar at a cost of £36 including VAT and to paying the invoice with the Debit Card. The Clerk's other Councils would be asked to make a contribution of a third each.

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

The Council noted the courses and suggested that the course on Charity Law in February may be of use.

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: 19/02081/F

Proposal: "2 No. Industrial Buildings with a metal frame structure and metal/timber cladding wall panel construction systems, divided into 8 No. Class B General units of varying sizes with associated car parking and landscaping - Resubmission of 19/00545/F"

Location: Land Adj To Unit E25, Telford Road, Bicester

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

ii. Application number: 19/02050/F

Proposal: Erection of a new substation

Location: Bicester Heritage, Land At Skimmingdish Lane And Land And Roundabout At Bicester Road, Launton

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

iii. Application number: 19/02132/F

Proposal: Demolition of existing bungalow; erection of two storey, four bedroom detached dwelling

Location: Sport Villa, Bicester Road, OX26 5DP

The Council considered the application and **RESOLVED** that there were no objections or comments. However, the Council requested that, if the Officer were minded to approve the application, one of the conditions should be that, to minimise disruption on the Bicester Road at peak times, construction and delivery vehicles should be limited to between 10am and 2pm as the site was very close to two bus stops and the school and additional vehicles stopping there at school drop off and collection times would add to congestion and the children's safety could be compromised.

iv. Application number: 19/02326/F

Proposal: Gas store to front warehouse yard. Plant enclosure to rear of building, New ducts and stack to rear elevation.

Location: Hardide 9 Longlands Road Launton OX26 5AH

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

v. Application number: 19/02275/F

Proposal: Variation of condition 2 (plans) of 18/01333/F - A number of changes to approved plans are required to deliver the proposed buildings. The changes include minor alterations to the fenestration of the buildings.

Location: Bicester Heritage, Buckingham Road, Bicester, OX26 5HA

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

vi. A4421 Buckingham Road Toucan Crossing – to consider a response to the consultation

The Council considered the proposal and **RESOLVED** that there were no objections or comments.

b. Notice of Decision

The Council noted the following Notices of Decision:

i. Application Number: 18/01259/F

Proposal: Use of land for the stationing of caravans for residential purposes
Location: Summer Place, Blackthorn Road, Launton
Permission for development subject to conditions (13 September)

The Council noted the Notice of Decision and **RESOLVED** to request that CDC be asked to continue to monitor the development to ensure that the conditions were adhered to.

ii. Application Number: 19/00163/F

Proposal: Erection of accommodation building and associated ancillary external works to accommodate gas fuelled demand response electric generation facility to support the National Grid
Location: Part Land East And Adj To Roundabout At Junction Of Bicester Road Launton
Approval on Appeal (7 October)

iii. Application Number: 19/01365/F

Proposal: Single storey side extension and garage conversion to dwelling house
Location: 8 Woodland Close, OX26 5AG
Permission for development subject to conditions (11 October)

10. Review of Cherwell Polling Districts and Polling Places – to note the report from the Acting Returning Officer
The Council **RESOLVED** to note the report.

11. Village Matters

a. Parish Hall Lease

i. To receive a progress report

The PCC had received what were thought to be the finalised lease documents from their Solicitor but unfortunately, the Parish Council's Solicitor had not finished the documents or clarified some of the points which had been raised. This had led to confusion which the Parish Council was in the midst of clarifying.

ii. To consider agreement that Councillor Turner be authorised to sign the Notice to exclude the security of tenure provisions under the Landlord and Tenant Act 1954

The Council **RESOLVED** to agree to Councillor Turner being authorised to sign the Notice but also noted that if necessary, to comply with Standing Orders, two Councillors may sign the document with the Clerk as witness.

b. East / West Rail – to receive a progress report and note road closures

The Council noted road closures for the East West Rail works which covered

- the northern road to Stratton Audley from the A4421 through Stratton Audley Park to the 'Pool Farm' Crossroads on 29 November
- Stratton Audley to Poundon on 2 – 4 December and

- Station Road on 13 December.

c. Post box – to receive a progress report

The Clerk had written to request an update. According to the Post Office, the Box team were still waiting for the scan results.

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

The Clerk had been informed that the implementation of the 20mph Zone would commence on 18 November.

e. Speed Monitoring Devices – to consider paying OCC for a further traffic and speed monitoring survey and to agree the locations

The Council **RESOLVED** to wait for OCC to have their new staff member in place before arranging more speed surveys.

f. Station Road Drainage Issues – to receive a report

The Clerk had asked the OCC Highways team to follow up the issues with the drainage on Station Road. Highways had agreed to look into it as a matter of urgency.

g. The Glades – to consider a request to install a gate between 24 and 26 The Glades to deter cyclists

The Council **RESOLVED** to look into the request further due to the complexity of the ownership of that area.

h. The Poplars tree work – to consider a quotation

The Council received one quotation but requested a further quote for comparison.

i. Report from Bicester & Kidlington Ramblers path clearance group – to receive a report

Blitz & Klean (Bicester & Kidlington Ramblers path clearance group) were operating in the parish on Monday 30 September. They cleared vegetation along path 272/20 in the fenced section next to the horse paddock and also cleared brambles etc. around the bridge leading to the Cross Bucks Way. This was carried out on behalf of Oxfordshire County Council. They also cleared this path about a year ago along with two others at the request of the Parish Path Warden.

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

a. Open Spaces Society – Autumn eZine

b. Villager – complaint about the Blackthorn Road billboards (checked with CDC and they comply with regulations)

c. NALC – Chief Executive's bulletins

d. Rural Services Network – updates

e. TVP – October Police and Crime bulletin

f. Age UK Oxfordshire – AGM 1 November

g. OCC – snow warden training (please let me know if you'd be able to go)

h. Community First Oxfordshire – Autumn update

i. OALC – VE Day 75th anniversary May 2020

j. CDC – CTRS grant reduction

k. No Expressway Alliance - update

- l. Rural Resilience Meeting** - Minutes
- m. Cllr Ian Corkin** – October briefing
- n. OCC** – Youth Opportunity Fund
- o. OALC** – October update
- p. Oxfordshire Association for the Blind** – thank you note
- q. Clerks and Councils Direct**

13. Attendance at Meetings and reports from meetings / courses

- a. Joint Parishes Meeting** – 22 October
No Councillors were able to attend.
- b. CDC Parish Liaison Meeting** – 13 November
The Clerk hoped to be able to attend.
- c. CDC Planning Training Session** – 4 December
The training session had been confirmed for Councillors Chisholm, Thompson, Murphy and Turner. The Clerk also hoped to attend.

14. Reports

- a. Chairman's Report**
The Chairman had nothing further to report.
- b. Clerk's Report**
The Clerk reported that she had been working on accessibility issues for both documents and the website following a visit to the Oxfordshire Association for the Blind with Christine Lalley from OALC.

15. Items for information or next Agenda only

- a. Next Agenda**
The Clerk requested all items for the next agenda be submitted by Thursday 21 November

16. Date of next meeting – Thursday 5 December 2019 at 7.30pm Launton Parish Hall

The meeting closed at 8.42pm

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.....