

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 9 January 2020 at 7.35pm in Launton Primary School Hall

Councillors Present: Mrs Lizzie Chisholm, Mr Chris Fox, Mr Mike Murphy, Mr Ed Sanders, Mrs Lesley Thompson, Mr Simon Turner (Chairman)

In attendance: The Clerk, Mrs Jane Olds, 7 members of the public (3 left 8.27pm); Mr James Allpress (participated as a Councillor after Item 8)

Apologies: None

1. To receive and accept apologies for absence

No Councillors were absent.

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

8 members of the public attended the meeting including one who made a presentation on behalf of the Bicester Gliding Centre and two prospective Councillors.

The representative of the Gliding Centre summarised the organisation's formation together with their concerns about the outline planning application reference 19/02708/OUT and the Bicester Motion proposed masterplan. The Council noted, with concern, that the Centre had been given notice to terminate their lease despite having a number of years left to run and the considerable expenditure spent on their current premises.

It was noted that gliding was recognised as the most appropriate aviation use of the airfield in the RAF Bicester Planning Brief of 2009 and in Policy 8 of the Cherwell Local Plan 2011-2031.

4. Reports from District and County Councillors

Councillor Corkin (OCC) sent his apologies and a written report which had been circulated.

5. To confirm the Minutes of the previous meeting held on 5 December 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. Financial Regulations, Dispensation Procedure and Form, Freedom of Information and Publication Scheme and the Website Policy

The documents had been published on the website.

b. East / West Rail – Bruton Knowles Request for information

The form had been completed and returned.

c. The Glades

The Clerk had delivered the note to all houses and had received a couple of responses.

7. Finance

a. To receive the Finance Report

As at 20 December, the Accounts stood at:

Co-op Current Account	£27,685.52
Co-op Deposit Account	£22,323.95

There were no outstanding cheques

The Standing Order of £504.90 to pay the Clerk's November salary cleared on 2 December

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

A payment of £35 for the Registration Fee was made by Direct Debit to the Information Commissioner's Office on 10 December.

£20 had been received from Caversfield and Wendlebury Parish Councils for their contribution to the Digital Clerk Webinar.

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

The bank statements were reviewed and accepted.

c. Draft Budget – to consider and agree the draft budget for 2020/21

The Clerk presented the draft budget which the Council considered. The Council **RESOLVED** to agree to the budget of £35,413.00.

d. Precept – to consider and agree the setting of the Precept level for 2020/21

CDC had informed the Parish that the estimated Tax Base for 2020/21 would be 541.4 (previous year 543.4). The CTRS Grant had been reduced by half to £318.045.

Having agreed the budget, the Council considered the Precept request and **RESOLVED** to agree to an increase of £1,563 on the previous year to £22,403. The annual cost to a Band D household would be £41.38 – an increase of £3.03 over the whole year. The Clerk would inform CDC of the decision.

e. Grant applications – to consider any grant applications received

i. St Mary's Church – for assistance with grass cutting

The Council **RESOLVED** to agree to the request for support of £1,260 – the same level as the previous year – using the Local Government Act 1972 s214(6) power.

- ii. **Open Spaces Society** – contribution to a legal fund for defence of commons, green spaces and rights of way

The Council **RESOLVED** to agree to the request for support of £50.

f. To consider and approve invoices for payment itemised on the Payment Schedule

The Council **RESOLVED** to approve the following invoice for payment:

Cheque no:	Payee and reason	Budget	Amount
200801	OALC for Charitable Trusts Training (Invoice no W-1016) for Simon Turner, Ed Sanders and Jane Olds	Parish Hall Project	£324.00
200802	Calber Facilities Management for September and October Grass Cutting (invoice no CL437141)	Urban grass cutting	£504.00

8. Governance

a. Councillor Vacancy – to consider the Councillor vacancy

The Council had received two applications for the one vacancy. Both applicants explained their reasons for putting themselves forward. They both volunteered to leave the room while the Council considered the applications.

Following consideration, the Council **RESOLVED** to agree to co-opt Mr James Allpress to the Council.

Mr Allpress completed his Declaration of Acceptance of Office and joined the Councillors.

9.30pm: the Council **RESOLVED** to agree to extend the meeting to 10pm.

9. Training

a. OALC Training – to consider attendance at OALC courses over the forthcoming months

The Council noted the courses and **RESOLVED** to consider them later in the year.

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: 19/02708/OUT

Proposal: Outline:- Provide new employment units comprising B1 (Business), B2 (General Industrial), B8 (Storage) and D1 (Education) uses with ancillary offices, storage, display and sales, with all matters reserved except for access

Location: Bicester Heritage, Buckingham Road, Bicester

The Council considered the application and **RESOLVED** to object to it.

While the Council recognised the stand-alone nature of the application, much was made within the documentation of the applicant's Master Plan which, the Parish Council

considered would have a detrimental effect on the Historic Airfield within the Conservation Area.

The proposal was for development within the previously undeveloped area of what could be considered 'greenfield' scrubland which bordered the protected airfield and would have a detrimental impact on the street scene and the visual amenity of the flying field.

The airfield was one of the few multi-directional grass airfields available in the country and there was concern that if more buildings were erected outside the perimeter track that this would reduce the safety and flexibility of the aircraft (particularly the gliders) in take-off and landing. Gliding was recognised within the Local Plan (Policy 8) as the most appropriate aviation use of the airfield.

The lack of the Aviation Assessment required by CDC was raised as a concern.

The additional entrance onto Skimmingdish Lane was considered unsatisfactory.

ii. Application number: 19/02750/F

Proposal: (Retrospective) Change Of Use from an agricultural workshop and storage unit to an agricultural fabrication and welding workshop and retention of an office/rest room and storage buildings.

Location: Jack Barn, West End, OX26 5DG

The Council considered the application and **RESOLVED** that there was no objection to the application. However, it was requested that if CDC was minded to approve the application, in the light of letters received previously by the Parish Council regarding delivery lorries, that a condition be included to avoid anti-social deliveries.

iii. Application Number: 19/02696/TPO

Proposal: Line of Yew trees (12 stems) located adjacent to Church yard boundary fence line. To remove one leaning stem to a low stump (.5m), remove one suppressed stem (dying) to ground level, reduce all remaining stems/crowns by circa 6-7m reduce remaining upper branching by 2-3m to suitable growth points where practical, retaining remaining branching in line with lower growth which at present is to be retained reducing pruning shock. Additional group of Yews in corner of garden, to reprofile crowns on garden side by shortening of lateral growth by circa 2-3m to compact and improve shape. Line of Yew trees (14 of) in church yard reduce all stems/crowns by circa 6-7m reduce remaining upper branches by 2-3m to suitable growth points where practical
Trees subject to TPO 1/1981.

Location: 4 The Spinney, OX25 6EP

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

Deferred from December meeting

iv. Application number: 19/02419/REM

Proposal: Reserved matters to 17/01173/OUT - Appearance of housetypes and general appearance of the scheme. Landscaping - Detailed landscape design of the play area, parkland and plots. Layout of the scheme.
Scale - Height and massing of the scheme

Location: OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road

The Council considered the application and **RESOLVED** that the response be delegated to Councillors Turner and Fox and the Clerk in order that it could be submitted in a timely manner.

b. Notice of Decision

The Council noted the following Notices of Decision:

i. Application Number: 19/02377/F

Proposal: Two storey extension to side and single storey extension to rear including demolition of existing garage and rear extension

Location: Ivy Cottage, Station Road, OX26 5DS

Permission for development subject to conditions (19 December)

ii. To note:

Tree Preservation Order (No.10) 2019 for Two Oak trees at Land East and adjacent to roundabout at junction of Bicester Road, Launton

11. Village Matters

a. Parish Hall Lease

i. To consider the Agreement to Lease and the Lease

The Council considered the Parish Hall Agreement to Lease and the Lease and **RESOLVED** to agree both documents subject to the precise wording of the clause regarding the timing of the rent.

ii. To consider architects proposals

The Council considered the proposals and **RESOLVED** to agree that the Parish Hall Improvement Project give their views before making a final decision.

iii. To receive a progress report

No further progress had been made.

10.00pm: the Council **RESOLVED** to agree to extend the meeting for a further 15 minutes to 10.15pm.

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

i. To receive a progress report

No further progress had been noted.

ii. To consider attending the Phase Two Project Launch on 26 February

The Council considered the invitation and **RESOLVED** to agree to book one place in order that a Councillor could attend if available.

c. Post box – to receive a progress report

The Clerk reported that she had received confirmation that the ‘traditional-style’ pillar box was not available and so a more modern one was to be installed on a date yet to be confirmed.

d. VE Day – to consider how to mark the 75th anniversary

The Council **RESOLVED** to agree to defer the discussion to the February meeting.

e. Station Road Drainage Issues – to receive a report

The Clerk and Councillor Corkin were still trying to progress the problems.

f. Charbridge Lane Roundabout Crossing – to note minor improvements

The Council noted the minor improvements suggested by OCC Highways which included better signage warning drivers of pedestrians crossing the road and the cutting back of the vegetation on the ‘swan neck’ to improve visibility.

g. Bus Shelter Repairs – to consider a quotation for replacing the Perspex in the bus shelter by The Bull

The Council **RESOLVED** to agree to defer the discussion to the February meeting.

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

- a. Healthwatch** - updates
- b. Rural Services Network** – bulletins
- c. TVP** – Police and Crime December Bulletin
- d. OALC** – December Update
- e. OCC** – Footsteps poster (put up on noticeboards)
- f. Clerks and Councils Direct**

13. Attendance at Meetings and reports from meetings / courses

- a. Rural Resilience Liaison Meeting** – 22 January, Ardley Village Hall.
Councillors Turner and Thompson hope to attend.

14. Reports

a. Chairman’s Report

The Chairman had nothing further to report.

b. Clerk’s Report

The Clerk reported that as well as the Howes Lane road closure between 13 and 24 January, the Buckingham Road outside Bicester Heritage would be closed from the roundabout to the Caversfield Skimmingdish Lane junction overnight on 13 and 14 January.

15. Items for information or next Agenda only

a. Next Agenda

The Clerk requested all items for the next agenda be submitted by Thursday 23 January.

16. Date of next meeting – Thursday 6 February 2020 at 7.30pm at Launton Parish Hall

The meeting closed at 10.09pm

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.....