

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 March 2020 at 7.30pm in Launton Parish Hall

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

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

Apologies: Mr Chris Fox

1. To receive and accept apologies for absence

The Council accepted Councillor Fox's apologies.

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

Members of the public attended the meeting. No items were raised.

4. Reports from District and County Councillors

No District or County Councillors attended the meeting.

5. To confirm the Minutes of the previous meeting held on 6 February 2020, 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. Meeting Dates

The Clerk confirmed that the meeting dates had been published on the website and the noticeboard.

b. OALC Roles and Responsibilities Training

The training was fully booked.

c. CFO Survey

Councillor Thompson and the Clerk had completed and submitted the survey.

d. Weed Spraying

The Clerk had confirmed the contract.

e. Sherwood Close

The Clerk had sent confirmation to Sanctuary Housing.

f. 20mph Zone

The Clerk had chased the Officers at County about the implementation and due to a misunderstanding, the lights had not been programmed. They were now working.

7. Finance

a. To receive the Finance Report

As at 14 February, the Accounts stood at:

Co-op Current Account	£25,439.84
Co-op Deposit Account	£22,323.95

There was one outstanding cheque totalling £70.00

The Standing Order of £504.90 to pay the Clerk's January salary cleared on 3 February.

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

No income had been received

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

The bank statement was reviewed and accepted.

c. Donation to WI – to consider a donation to the WI for the refreshments provided for the Village Litter Pick

The Council **RESOLVED** to agree to make a donation of £50 to the WI.

d. Grant applications – to consider any grant applications received

The Council **RESOLVED** to agree to discuss a final additional tranche of grant applications prior to the year end as there was a small amount of budget left.

i. Launton Over 60s Club

The Council **RESOLVED** to agree to a grant of £100 to help with the group's Afternoon Cream Tea on 12 August.

ii. North Oxfordshire and South Northamptonshire Citizens Advice

The Council **RESOLVED** to agree to a grant of £100 to the local Citizens Advice group to support their work assisting 21 villagers in the past year.

iii. Friends of Island Pond Wood

The Council **RESOLVED** to agree to continue the grant of £384 to assist with the grass cutting in the wood.

e. 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
200805	Oxfordshire Association of Local Councils for Annual Subscription (Invoice no: L00174/2020)	Subscriptions	£257.88
200806	JMC Olds for Clerk Admin Expenses (Printing £78.02; Meeting Costs £1.00; General Expenses £8.80; Postage £4.78)	Admin Costs	£92.60
	Mileage Expenses	Mileage Expenses	£88.70
	Total		£181.30
200807	Navitas Design Ltd for Website Hosting (Invoice no: 28529)	Website Hosting and Domain Name	£89.99
200808	Launton Over 60s Club for grant for August Afternoon Tea event	General Grants	£100.00
200809	North Oxfordshire and South Northamptonshire Citizens Advice for support grant	General Grants	£100.00

8. Governance

- a. **Elections Briefing** – to note the date of the Parish Council election as 7 May and receive an Elections Briefing
The Clerk informed the meeting that she would be attending a briefing on 11 March at Bodicote House and would collect the nomination papers. The Clerk had written a briefing based on information already provided and had put a note in *Launton Lines*.
- b. **Website signup** – to note the mailing list signup function on the website
The Clerk had asked Navitas Design for assistance in creating a Mailchimp mailing list signup which could be used to send out the agenda and other Parish Council news. It was GDPR compliant and enabled users to maintain their details.

9. Training

- a. **OALC Training** – to consider attendance at OALC courses over the forthcoming months
The Council **RESOLVED** to agree to wait until after the election before booking any further courses.

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: 20/00228/TPO**
 Proposal: T1 (Horse Chestnut) - crown reduce by 2-3m to reduce end weight from branches. Tree is within close proximity to the house and has compression fork at 7ft. T2 (Beech) - crown raise low growth over village hall and Bicester Road. T3 (Horse Chestnut) - crown reduce by 2-3m. Tree is within close proximity to side of house and village hall. Replace old brace with new cobra brace. Tree also has compression

fork. T4 (Apple Tree) - Fell small Apple Tree, rear garden lawn. T5 (Oak)
- Remove deadwood, rear garden boundary line. - Subject to
TPO 001/1981 (Time extension agreed)

Location: Derwen, Bicester Road, OX26 5DP

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

ii. Application Number: 20/00389/F

Proposal: Consent received from 19/02326/F, Gas store has increased in size due to gas supplier's regulation requirements

Location: Hardide, 9 Longlands Road, OX26 5AH

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

iii. Application Number: 20/00475/F

Proposal: Variation of conditions 1 (approved plans) & 3 (use of buildings) of 19/02275/F - to allow the B1(a) (Business) use at the New Technical Site

Location: Bicester Heritage, Buckingham Road, OX26 5HA

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

b. 19/02419/REM: Mulberry Homes Reserved Matters – to consider suggestions for road names within the development

The Council considered the request for suggestions and looked at names which related to trees to continue with the tree theme around the village (Blackthorn Road, Sycamore Road, the Poplars etc). The Council **RESOLVED** to agree to make the following recommendations:

- The Timbers (in view of the fact that the original house was called this)
- Beech Avenue / Way / Close
- Coppice Avenue / Way / Close
- Wetland Way / Drive

c. 19/02708/OUT at Bicester Heritage, Buckingham Road, Bicester

The Clerk reported that the Planning Officer had hoped that this application would be considered at the 12 March Planning Committee but numerous additional public comments had meant that it would be likely to go to the meeting on 16 April.

d. Notice of Decision

The Council noted the following Notices of Decision:

i. 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

Consent under tree preservation order(s) subject to conditions (26 February)

11. Village Matters

a. Parish Hall Lease

i. To receive a progress report

Councillor Turner reported that discussions were ongoing with both solicitors. The main issue to be resolved was about the timing of the rent increase from £300 per annum to the £1,000 per annum, however it was hoped that the solution of an anonymous benefactor underwriting the potential difference would be acceptable to both parties.

Relatively modest changes were needed to the Agreement to Lease regarding the name change of the Landlord to the PCC together with a typographical error. It was hoped that if these issues were overcome then it would be able to be signed soon.

Following a careful re-reading of the Agreement to Lease, it was discovered that it would not be possible to obtain grants from funding bodies until the Lease was formally adopted. It was therefore agreed to ask the Architect to advise on how to achieve an EPC rating of E, or higher, on a very limited budget so that the works could be re-used in the redevelopment in due course.

ii. To receive a progress report on the car park

The Clerk had convened a meeting of all the organisations which had an interest in the road and car park including the Launton Playing Field Association, the PCC, the Parish Hall Committee, the School, the County Council (Cllr Corkin) and the Parish Council.

A full and comprehensive document had been created which outlined the history of the 1971 agreement. It was acknowledged that short term improvements were needed urgently. It was understood that the Garrison or the OCC 'Minor Civils' gang may be able to help but no work could be undertaken until the area dried out sufficiently. The Clerk would get in contact to find the best solution.

b. East / West Rail – to receive a progress report

The Clerk had received documentation from Bruton Knowles regarding the work around the allotments. The Council **RESOLVED** to agree that it was for the landowner rather than the Parish Council as lessee to complete any forms.

c. Post box – to receive a progress report

The post box had been installed and the re-paint was scheduled for later in the month.

d. Station Road Drainage Issues – to receive a report

Councillor Thompson had met an OCC Officer inspecting the area. The Mulberry Homes developers had started to clear the ditches on their land, but it was discovered that one of the pipes was obstructed in one of the gardens and a storm drain had been damaged by utilities. These latter issues would be investigated further.

e. Public Art in Launton – to receive a progress report

An open meeting had taken place earlier in the week and some interesting suggestions had been made. Unfortunately, the CDC Officer had been unable to attend, so a further meeting was required to find out the time scale of the funding and what might be appropriate as art.

f. Footpath between the Playing Field and Yew Tree – to receive a report and consider the best course of action

Councillor Thompson reported that she had met the OCC Officer and discussed the area, but unfortunately, until it dried out, it was impossible to understand the full extent of the issue.

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

a. Rural Services Network - Bulletin

b. Launton Plotters – AGM 19 March

c. Villager – concern about Sanctuary Housing's decision re Sherwood Close access

d. Healthwatch - update

e. Community Information Network – partnership meetings

f. Chesterton Parish Council – Great Wolf development update

g. Open Spaces Society – thank you note for donation

h. Thames Valley Police – Bulletin

i. OALC – re BBC Rural Isolation Programme

j. Bicester Healthy New Towns Stakeholder Event – 12 March

k. OALC – February Update

l. Cllr Ian Corkin – County Councillor update

m. Villager – re apparent commercial detritus around footpath by Jarvis Lane

n. OCC – poster offering home repair support

o. OCC – advertising ultrafast broadband (see <http://www.betterbroadbandoxfordshire.org.uk/>)

p. Clerks and Councils Direct

13. Attendance at Meetings and reports from meetings / courses

a. OALC Charitable Trusts Course – 12 February

Councillors Turner and Sanders and the Clerk attended the course which had been an interesting and productive day given as a lecture by a Senior Solicitor from Wellers Hedleys. The Lecture notes were extremely helpful and had useful information on how to move forward.

14. Reports

a. Chairman's Report

The Chairman had nothing further to report.

b. Clerk's Report

The Clerk had nothing further to report.

15. Items for information or next Agenda only

a. Next Agenda

The Clerk requested all items for the next agenda be submitted by Thursday 19 March.

b. Jarvis Lane Factory Waste

The Clerk had been asked to help with alerting the relevant authorities to the waste which had been amassing on the footpath from some of the local factories. The Clerk was pleased to

inform the meeting that Officers from CDC had been to inspect the area and had visited the factories concerned to work on a plan to ensure that it did not continue.

16. Date of next meeting – Thursday 2 April 2020 at 7.30pm at Launton Parish Hall

The meeting closed at 8.46pm

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.....