

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 comment via the website.

Minutes of the meeting held on **Thursday 1 October 2020** at 7.30pm online via Zoom as permitted in the *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* (“the 2020 Regulations”) due to the COVID19 Coronavirus crisis

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

In attendance: The Clerk, Mrs Jane Olds; 9 members of the public

Apologies: Mrs Lizzie Chisholm

1. To receive and accept apologies for absence

The Council accepted Councillor Chisholm’s apologies.

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

No requests or declarations were made.

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

Nine members of the public attended the meeting. Nothing was raised.

4. East / West Rail – to receive a progress report and welcome the EWR Liaison Officer

No report had been received.

5. Reports from District and County Councillors

No reports had been received.

6. To confirm the Minutes of the previous meeting held on 3 September 2020, previously circulated

The Council **RESOLVED** that the minutes be accepted as a true record and would be signed by the Chairman on resumption of in-person meetings.

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

a. CDC Local Plan

The comments had been submitted to CDC and published on the website.

b. MHCLG Consultation on Changes to the Current Planning System

The Clerk had submitted the comments and published the document on the website.

c. Village Gates

The Clerk had confirmed the order with Mr Jones.

8. Finance

a. To receive the Finance Report

As at 22 September, the Accounts stood at:

Co-op Current Account	£23,685.99
Co-op Deposit Account	£22,379.61

Outstanding Payments

Bank transfer	£37.27
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Total	£37.27
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Standing Orders

		Date Cleared
Clerk's August salary (monthly)	£515.25	1/9/20
Launton Lines (monthly)	£110.00	4/9/20

Income

No income had been received

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

The bank statement was reviewed and accepted.

c. Grant Requests – to consider any grant applications received

i. Cherwell Larder

The Council considered the request and **RESOLVED** to defer a decision until further information could be received.

d. Salary Scales – to note the NALC revised salary scales for the Clerk, the cost of living pay increase together with the back dated amount

The Council noted the NALC revised salary scales and **RESOLVED** to agree to the cost of living increase on Scale Point 13 to £11.76 per hour. This would make the monthly expense £529.20 and a difference of the April to September backdated pay of £83.70.

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

The Council **RESOLVED** to approve the following invoices for payment via Bank Transfer which Councillor Chisholm would authorise:

Payment method	Payee and reason	Budget	Amount
Bank transfer	David Moore Maintenance Services for additional maintenance work in Sherwood Close (Invoice number 0075)	Village upkeep and weed spraying	£15.00
Bank transfer	CPRE for annual membership subscription	Subscriptions	£36.00
Bank transfer	Cherwell District Council for Summer Dog Bin Emptying (Invoice number 7014702)	Dog bin emptying	£1,208.06
Bank transfer	Shaws for Minute Guard Book (Invoice number 277350)	Admin costs	£187.20

9. Governance

a. Policy Review

- i. **Website Accessibility Statement** – to consider the statement to comply with the Accessibility Regulations

The Council considered the Statement and **RESOLVED** to accept it.

- ii. **Emergency Plan**

The Council **RESOLVED** to agree that, following further consideration and advice, more of a revision was required which would include risk assessments and scenarios of potential emergency events.

- b. **Local Council Administration** – to consider the purchase of the latest, 12th, Edition and to sell the 11th Edition to Wendlebury Parish Council

The Council **RESOLVED** to agree to purchase the 12th Edition at a cost of £119 (reduced from £147.99) and to sell the 11th Edition to Wendlebury Parish Council for £30.

- c. **Planning for the Future** (closes 29 October with responses to NALC by 15 October) – to consider a response to the MHCLG / NALC consultation on complete reform of the planning system

The Council **RESOLVED** to agree to defer consideration until a meeting on 8 October in order to give more time for the reading of the lengthy consultation and to respond effectively.

- d. **Transparency and competition: a call for evidence on data on land control** (closes 29 October with responses to NALC by 16 October) – to consider the NALC consultation

Due to time constraints, the Council **RESOLVED** to agree to defer consideration until a meeting on 8 October.

10. Training – to consider attendance at OALC Courses

- a. **OALC Courses** – to consider attendance

The Council **RESOLVED** to agree to Councillor Allpress attending the Planning Training on 17 November and to Councillors Turner and Allpress together with the Clerk attending the Freedom of Information refresher training on 2 December, all at a cost of £50 per delegate, subject to availability.

- b. **SLCC Conference** – to agree to make a contribution towards the Clerk attending the virtual conference between 12 and 16 October

The Council **RESOLVED** to agree to make a contribution of £15 towards the Clerk's SLCC Conference.

11. 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: 20/02299/F**

Proposal: Proposed single storey side extension with internal and external alterations

Location: 38 West End, OX26 5DG

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

b. Notice of Decision

The Council noted the following Notices of Decision:

i. Application Number: 20/01029/F

Proposal: Formation of a new access road off Bicester Road into Charbridge Lane Allotments and associated landscaping
Location: Network Rail for Part Of Highway At Allotments Charbridge Lane Bicester
Permission for development subject to conditions (17 September)

ii. Application Number: 20/01904/TPO

Proposal: T4 & T5 Ash Trees - Crown reduce up to 4m. T6 Ash Tree - Remove large sucker growth - Subject to TPO 13/1999
Location: Ash Grove House, West End, OX26 5DF
Consent under tree preservation order(s) subject to conditions (10 September)

iii. Application Number: 20/01040/F

Proposal: Relocation of the highway access, rerouting of the driveway and relocation of the associated bunding at The Tythe Barn
Location: Network Rail for The Tythe Barn, Bicester Road, OX26 4SR
Permission for development subject to conditions (4 September)

12. Village Matters

a. Parish Hall Lease

i. To consider and agree the Agreement to Lease and the final Lease

The Parish Council Solicitor had agreed that the suggested changes were sensible, but the lease still referred to the Landlord's Neighbouring Property which had been raised as a query by the Diocesan Board of Trustees (Oxford) Limited. A further discussion would take place at the Working Group meeting the following day.

ii. Tables and Chairs – to consider an initial quotation for new chairs and tables for the hall subject to 12. a. iii.

The Council **RESOLVED** to agree to defer the discussion until additional quotations had been sourced and received.

iii. S106 Agreement – to consider requesting the S106 agreement funds reference number 13/00186/F for chairs and tables for the hall

The Council **RESOLVED** to agree to defer the discussion until the furniture quotations had been received.

iv. To receive a progress report

The Hall Committee had worked very hard to facilitate the re-opening of the hall in a COVID-secure way. It was now available to hire for a maximum of 16, provided the hirer's risk assessment was acceptable.

b. Trees at the Poplars – to consider quotations for arboricultural work

The Council **RESOLVED** to agree to defer the discussion as the Clerk was still waiting for one of the quotations.

c. The Glades – to receive a progress report

Due to the sensitivity of the matter, the Council **RESOLVED** to agree to move discussion to Confidential Session at the end of the meeting.

d. Village Support Group – to receive a progress report and note any actions or expenditure necessary

Councillor Thompson reported that work was commencing on integrating the village support group in the Emergency Plan.

e. Village Remembrance Commemoration – to receive a progress report

No further information had been received.

f. War Memorial – to receive an update on the maintenance of the memorial

The Council **RESOLVED** to agree to Councillors Thompson and Sanders cleaning the stonework with cleaning liquids purchased for the purpose which would be reimbursed. Once the cleaning had been completed, a review of the lettering would be undertaken.

g. Signs for the 20 Zone lights – to consider working with school to hold a poster competition for signs for the backs of the lights

The Council **RESOLVED** to agree to ask the school children to design a poster.

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

a. Rural Services Network – bulletins

b. Villager – car sales and tyre adverts off Charbridge Lane roundabout

c. CDC Parishes – bulletin

d. NALC – updates

e. OCC – news updates

f. Healthwatch – updates

g. OALC – updates

h. Community First Oxfordshire – September Focus Groups

i. OCC – HS2 applications for lorry routes

j. TVP Commissioner – updates

k. OALC – update

14. Attendance at Meetings and reports from meetings / courses

No meetings had been attended.

15. Reports

a. Chairman's Report

The Chairman had nothing further to report.

b. Clerk's Report

The Clerk had nothing further to report.

16. Items for information or next Agenda only

a. Next Agenda

The Clerk requested all items for the next agenda be submitted by Thursday 22 October.

b. Great Wolf Resort

The developers had lodged an appeal.

c. Crossroads finger post

The Clerk had been alerted to the loss of the fingerpost at the crossroads. Following investigation, it was discovered at the Highways Depot in Deddington and was waiting to be reinstalled following the damage and repair (from November 2018).

d. Dog Bags

A villager on West End had volunteered to hold a supply of dog bags. The Dog Warden at CDC was waiting for a further consignment to be delivered.

e. Speed Check

The Police had undertaken a speed check the previous week, but the new development had started on Blackthorn Road, so no drivers were reported. The Police's aim was to attend as many of the villages once a month as possible. This would be additional to the speed van and community speed watch.

f. Closure of Bicester Road, Marsh Gibbon

Marsh Gibbon's Bicester Road would be closed between 3 and 5 November from the Station Road crossroads north of Launton to Marsh Gibbon for more EWR works.

g. Goods Vehicle Operators' Licence for Summer Place

A licence request had been brought to the attention of the Parish Council, but as the Parish Council was not a Statutory Consultee on the application it was unable to make comment.

17. Date of next meetings

The Council **RESOLVED** to agree to meet on Thursday 8 October at 8pm to discuss the two planning consultations and on Thursday 5 November 2020 for the next regular meeting both would be online at <https://us02web.zoom.us/j/76605157135> (meeting code: 766 0515 7135). It would also be possible for members of the public to dial in with a telephone.

The public meeting closed at 9.20pm. The Council **RESOLVED** to agree to extend the meeting in confidential session until 9.45pm

Confidential Session

18. The Glades – to receive a progress report

Following a discussion, the Council **RESOLVED** that no further action was appropriate.

The confidential session closed at 9.45pm.

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.....