

LAUNTON PARISH COUNCIL

Minutes of the Parish Council meeting held on **Thursday 3 February 2022** at 7.30pm in Launton Parish Hall

Councillors present: Mr Andrew Briant, Mr Kyle Michael, Mr Ed Sanders, Mrs Lesley Thompson, Mr Simon Turner (Chairman), Mrs Jaqueline Webber

In attendance: The Clerk, Mrs Jane Olds; 2 representatives from the Friends of Island Pond Wood (left 7.39pm); 11 members of the public (4 left 8.39pm, 1 left 8.53, 4 left 9.25pm)

Apologies: Mrs Abigail Dowman

1. To receive and accept apologies for absence

The Council accepted Councillor Dowman's apologies.

2. Requests for Dispensations, Declarations of Interest, Gifts and Hospitality

Nothing was declared.

3. East West Rail – to receive a progress report from the EWR Liaison Officer

Unfortunately, Ms Sa'id was unable to attend the meeting or provide a progress report.

However, it was reported that the Grange Farm footbridge had been opened on 21 January by Councillor Turner and Melvyn Banks (EWRA Project Leader).

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

13 members of the public attended the meeting.

Two representatives from the Friends of Island Pond Wood made a brief presentation about their request for funding to enable two events in the forthcoming year, one in May and one in October.

The majority of the public attended to hear the Council's deliberations on Item 11. a. i.

5. Reports from District and County Councillors

Neither District nor County Councillors sent reports.

6. Minutes – to confirm the Minutes of the meeting held on 6 January, previously circulated

The Council **RESOLVED** that the minutes from the meeting on 6 January be accepted as a true record and were signed by the Chairman.

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

a. Precept Request

The Precept requirement had been confirmed with CDC.

b. Meeting Dates

The dates had been published on the website and would be published on the noticeboards in due course.

c. Scheme of Delegation

The scheme of delegation had been published on the website.

d. Policy

The Marking the Death of a Senior National Figure policy had been published.

e. CDC Community Governance Review

The Clerk had sent the response to CDC.

f. Spring Tidy-up Day – 19 March

The WI had agreed verbally to assist with the refreshments for the tidy-up day. The event would be advertised widely.

7.40pm The Council **RESOLVED** to agree to discuss Planning Application reference 21/04112/OUT before other items on the agenda.

8. Finance

a. To receive the Finance Report and Budget Monitoring Report

As at 14 January, the Accounts stood at:

Co-op Current Account	£32,390.00
Co-op Deposit Account	£22,405.85

Standing Orders

		Date Cleared
Clerk's December salary (monthly)	£529.20	4/1/22
Launton Parish Hall storage (quarterly)	£42.00	4/1/22
Launton Lines (monthly)	£110.00	4/1/22

Direct Debits

		Date Cleared
Dropbox Annual Subscription	£95.88	10/1/22

Income

None

The fobs for the online banking had been received and distributed to Councillors Michael and Webber. Councillor Webber had registered hers.

b. Bank Statement – to acknowledge scrutiny and acceptance of the previously circulated bank statement

The bank statement was reviewed and accepted.

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

Councillor Dowman had inspected the books on 26 January and would make a formal report at the next meeting.

d. Grant Applications – to consider any grant applications received

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

Following receipt of further information, the Council **RESOLVED** to agree to the request for support with the churchyard grass cutting of £1,500 using the Local Government Act 1972 s214(6) Power.

ii. Friends of Island Pond Wood – to consider a request for assistance

Following the presentation made by the representatives of the Friends of Island Pond Wood, the Council **RESOLVED** to agree to award a grant of £1,000 towards two events in May and October.

e. Invoices for payment – to consider and approve invoices for payment itemised on the Payment Schedule

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

Payment Method	Payee and reason	Budget	Minute Ref	Net Payment	Payment inc VAT
Bank transfer	Open Spaces Society for annual subscription renewal	Subscriptions	1/4/21 9. d.	£45.00	£45.00
Bank transfer	Community First Oxfordshire 22/23 subscription renewal	Subscriptions	1/4/21 9. d.	£70.00	£70.00

Councillor Webber would authorise the payments.

9. Governance

a. Staffing Committee – to receive a report from the meeting

It had not been possible to arrange the meeting.

b. OCC Bicester and Launton Proposed 40 and 50mph Speed Limits – to consider the consultation (closes 18 February)

The Council **RESOLVED** to agree that the Launton portion of the consultation was acceptable but declined to comment on the other proposals.

It was noted that the OCC should ensure that they did not remove the current yellow / fluorescent-backed 30mph signs.

c. OCC Local Transport and Connectivity Plan – to note the consultation (5 January – 16 March)

The Council **RESOLVED** to agree to hold an informal online discussion to consider the consultation and to consider a response at the March meeting.

10. Training

a. OALC and SLCC – to consider any further training offered by OALC and SLCC

The Clerk had provided a list of training from OALC. Councillor Thompson had asked to attend the Managing Difficult People and Conversations course on 23 March.

11. Planning

- a. **Planning applications** – to consider all recent applications received from Cherwell District Council detailed below and any other planning applications submitted and published on the CDC planning portal between the circulation of this agenda and the meeting

Brought forward to 7.40pm

i. **Application Number: 21/04112/OUT**

Proposal: Outline application for the erection of up to 68 dwellings (Use Class C3), including up to 8 live-work dwellings, public open space, access, infrastructure and demolition of existing buildings

Location: OS Parcel 2778, Grange Farm, North West Of Station Cottage Station Road, Launton

The Council considered the application and **RESOLVED** to object to the proposals on the grounds that:

- the site was a greenfield site which had not been allocated in the current Cherwell Local Plan;
- it was at a distance from the centre of the village outside the bounds of the built-up limits of the village;
- the distance from the village would generate a lack of connectivity to the existing village and make the development isolated and unsustainable;
- while it was acknowledged that more houses were needed for first time buyers and shared ownership, it was not felt that the application would accommodate this need;
- the timings and distances suggested in the application were incorrect, the application would lead to increased and unsustainable car usage;
- the mitigation suggested by the applicant for the Station Road crossroads was unworkable and had not been able to be put into practice for a previous application additionally. OCC's response to the application had not taken into account the effect of the Mulberry development currently under construction on Blackthorn Road;
- Station Road was unsuitable for additional traffic;
- the school was already oversubscribed and according to OCC in 2017, it was not viable to extend the buildings further;
- the water and foul drainage provision was not sufficient, particularly the surface water system and the connections to the pumping station;
- the loss of the rural and wildlife habitat;
- it would erode the viability of established rural businesses;
- the overall increase in housing in the village from 2011 would be 35%.

ii. **Application Number: 21/03905/F**

Proposal: An in-keeping, two storey rear extension (one part above existing ground floor, one part new two storey extension)

Location: New Cottage, Station Road, OX26 5DS

The Council considered the application and **RESOLVED** to comment that while there was no objection to the proposal, the Officer should note the concerns of neighbours about the loss of light together with the overlooking and overbearing nature of the proposal on the neighbouring properties.

iii. Application Number: 22/00079/F

Proposal: Removal of conservatory; construction of single storey extension
Location: 15 Chestnut Close, OX26 5DE

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

iv. Application Number: 22/00069/F and 22/00070/LB

Proposal: Change of Use from Sui Generis to Class E (to allow for office/showroom), and associated works.
Location: Building 136, Petrol Tanker Shed, Bicester Heritage Buckingham Road Bicester

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

v. Application Number: 22/00092/F

Proposal: Demolish existing dining room, lounge and conservatory to the rear of the house. Build a single story extension to provide a lounge/dining room.
Location: Dellow, Blackthorn Road, OX26 5DA

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

vi. Application Number: 22/00111/TPO

Proposal: T1 (Yew) - a mature tree located to the rear of the property, heavily reduced to the rear and south over the neighbouring property, Crown reduce by 1.5m removing up to 2m to reshape, crown raise to 1.8m, crown clean and remove major deadwood. - Subject to TPO 013/1993
Location: 8 Forest Close, OX26 5DD

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

vii. Application Number: 22/00187/F

Proposal: Proposed container to house woodchip boiler
Location: Manor Farm, Bicester Road, OX26 5DP

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

viii. Application Number: 22/00223/F

Proposal: Construction of pair of garages to rear of cottage
Location: Old Coach Cottage, Station Road, OX26 5DX

The Council considered the application and **RESOLVED** to object to the proposal as the information provided was not accurate.

Both the plans from 2004 and the current application indicate a 1.8m high fence between the Oatlands property and the site, but this had never been constructed. Additionally, two trees, which were obvious on a site visit, were not indicated on the plans; however, the application paperwork explicitly claimed that there were no trees within 'falling distance' of the site, which is incorrect.

9.25pm: The Council **RESOLVED** to agree to extend the meeting until 10pm.

b. To note notices of decision

i. Application Number: 21/03427/F

Proposal: Variation of condition 1 (plans) of 19/02419/REM - To change the design of the garage to Plot 53 to an office over garage
Location: OS parcel 4846 South East Of Launton Road Blackthorn Road
Refusal of permission for development (5 January)

ii. Application Number: 21/03915/F

Proposal: Change of use of Building 105 Bay 3 from workshop / storage (Use Class B2 / B8) to Class E (to allow for the making, sale and distribution of gin), and associated works.
Location: Building 105 - 3 Bicester Heritage, Buckingham Road, OX27 8AL
Permission for development subject to conditions (13 January)

iii. Application Number: 21/03721/F

Proposal: Ground floor extension to rear of property in order to create an independent annexe ancillary to the main dwelling
Location: Silver Birch, Bicester Road, OX26 5DQ
Permission for development subject to conditions (27 January)

12. Parish Hall Project

a. Parish Hall Plan Options – to consider the recommendation from the Parish Hall Working Group following the Consultation exercise

The consultation had generated 41 responses; the Clerk had anonymised the data as much as possible, collated the information into topics and circulated the results to the Parish Hall Working Group and the Parish Council.

The Parish Hall Working Group had considered the results and recommended Option A – to broadly keep the hall with a similar configuration – to the Parish Council.

Following the recommendation, the Council **RESOLVED** to agree to explore Option A and discuss it further with the architect.

b. Progress report – to receive a report

There was nothing further to report.

13. Dog bin emptying – to consider and agree the contract for 2022 / 23

The Council considered the quotation of £1.70 per bin per empty and **RESOLVED** to agree the quote. The increase had already been incorporated into the 2022/23 budget.

14. Weed Spraying – to consider and agree the contract

The Council **RESOLVED** to agree to TL Jenkins Landscaping Service Ltd quote to spray and clear Station Road, the alleyways between Sycamore Road, Yew Tree Close and Ancil Avenue, returning to clear and dispose of the dead waste for £630 plus VAT.

15. Replacement Rubbish Bin – to consider a request to replace the bin on West End by Island Pond Wood

The Council **RESOLVED** to agree to the purchase of a Glasdon Sherwood-style covered bin at a cost of £348.86 plus VAT and appropriate fixings.

16. Village Matters

a. Mulberry Homes – to receive a progress report

There was no further update from the developers.

b. Traffic issues

i. 20's Plenty Application – to receive an update

The Clerk had submitted the application. During the submission process further requirements arose which had not been mentioned previously:

- the need for a speed survey.
- an “electronic design proposal”.

It was possible to submit the application without the need to provide these, but it was understood that OCC would be in touch about them in due course.

ii. Community Speedwatch – to consider forming a Community Speedwatch group

The Council considered the proposal and **RESOLVED** to agree to the formation of a Community Speedwatch group.

A villager had indicated that he would be happy to co-ordinate this. It would be of benefit to the 20's plenty application.

c. The Wall at the Bull boundary – to note

There had been some confusion about ownership of the wall bounding the Bull and The Poplars. The Clerk had bought the Land Registry map at a cost of £6 for information.

The Council noted that it was more likely that the wall was the responsibility of the pub / brewery due to its age as it had been built many years before The Poplars had been developed.

d. Queen's Platinum Jubilee – to consider how to commemorate the Jubilee

The Council considered a number of suggestions to commemorate the Platinum Jubilee which included the purchase of one mug per household, distributing wild flower seeds to all households, making a donation to the Friends of Island Pond Wood for flowering and insect friendly shrubs for the Reflection Area or a permanent Jubilee Bench.

The Council **RESOLVED** to look into the suggestion of a Jubilee bench further including an appropriate location.

e. Spring Village Tidy-up Day – to consider a date, request supplies and ask the WI to provide refreshments

The Council **RESOLVED** to agree to Saturday 19 March between 10am and 12noon and to ask the WI to assist with refreshments.

The Clerk would complete the CDC form for supplies in due course and send *Launton Lines* the poster.

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

The group continued to support members of the village.

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

Correspondence was noted. This included a number of villagers who were unhappy about EWR's proposal to route HGVs delivering the road surface materials for the new Station Road bridge via Blackthorn and Station Roads.

18. Attendance at Meetings and Reports from meetings / courses

- a. **Gigaclear** – to note the meeting date

The Council noted the meeting date of 17 February at 7.30pm.

- b. **Healthy Bicester** – stakeholder meeting – 9 March at John Paul II Centre

The Council noted the date and would enquire whether a villager may like to attend.

19. Reports

- a. **Chairman's Report**

The Chairman was pleased to be able to represent the Parish Council at the opening of the Grange Farm footbridge on 21 January.

- b. **Clerk's Report**

The Clerk reported that she would be attending the virtual SLCC Practitioners' Conference on 15, 16 and 17 February.

20. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 20 January.

- a. **Bin outside Costcutter** – to be considered at the next meeting

21. Date of next meeting – Thursday 3 March 2022 at 7.30pm, in Launton Parish Hall

The meeting closed at 9.55pm.

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.....