

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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28th September 2014

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 2nd October at 7.30pm** for the purpose of transacting the following business.

Public participation will be held from **7pm** to enable viewing of planning applications and discussion on agenda items.

Members of the public wishing to address the Council during the formal meeting must make the Chairman aware of their intention before the meeting starts, and be prepared to have their names included in the minutes of the meeting.

Agenda

1. To receive and accept apologies for absence

2. To receive any Declarations of Interest in items on the agenda

Members are obliged to declare any pecuniary interest which they may have in any of the items under consideration at this meeting. (Please refer to the notes at the end of agenda)

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

Public participation is limited to 30 minutes in total. Members of the public may make only one address to the council of no more than three minutes duration and only concerning topics on the agenda.

4. To confirm the minutes of previous meeting – Thursday 25th September 2014.

5. Report from Cherwell District Councillor for Launton

6. Report from Oxfordshire County Councillor for Launton

7. Finance and Governance

- a. To consider and decide upon a Remembrance Day donation to the Royal British Legion under S137 of the Local Govt. Act 1972.
- b. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- c. To confirm and approve expenditure for October and review income during September.
- d. To review, and resolve to accept, the year to date Cash Book transactions and bank reconciliation.
- e. To review Appendix 3.1 of the LPC Audit Plan concerning the scope of the internal audit for 2014/15, its independence, competence, relationships and planning and reporting, and if acceptable, record acceptance in App. 4.
- f. To review Appendix 3.2 of the LPC Audit Plan concerning characteristics of effectiveness of audit for 2014/15 and if acceptable record acceptance in App. 4.
- g. To review and, if satisfactory, resolve to accept the Council's Risk Assessment for 2014/15.
- h. To review the Council's expenditure and income to date, against its budget for the year.

- i. To consider costs involved in establishing a new, independent email address for the Parish Council and agree next steps.

8. Planning

9. Village Matters

- a. Roadside gate Station Rd.
- b. The Glades footpath repairs.
- c. Grant for footpath improvement in West End.
- d. Proposed Traffic calming and footpath installation in Station Rd.

10. Correspondence

- a. Correspondence received for action
 - i. Arrow Accounting – Letter of Engagement
- b. Correspondence received for information (sent by email)
 - i. Natasha Clerk CDC – Cherwell Boundary Review
 - ii. Michelle Evans Carers Voice Oxford – Change Ahead Roadshow

11.

- a. Chairman's Report
- b. Clerk's Report

12. Date of next meeting – 6th November 2014, in the Launton Parish Hall

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