

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
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27 October 2017

Councillors: You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 2 November 2107 at 7.30pm** for the purpose of transacting the following business.

Members of the Public: 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) **Reports from District and County Councillors**
- 5) **To confirm the Minutes of the previous meeting held on 5 October 2017, previously circulated**
- 6) **Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision
- 7) **Finance and Governance**
 - a) **To receive the Finance Report**
 - b) **To acknowledge scrutiny and acceptance of previously circulated bank statement**
 - c) **To agree to the appointment of Arrow Accounting as Internal Auditor for the year 2017 /18**
 - d) **To consider a donation to the Royal British Legion for Remembrance Day**

Signed 

Dated: 27 October 2017

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- e) To note the Clerk's Pay Scale and monthly remuneration
- f) To consider and approve invoices for payment itemised on the Payment Schedule
- g) To agree to appoint the Clerk as Data Protection Officer for the Parish
- h) To agree to register with the Information Commissioner and to pay the £35 annual registration fee
- i) Replacement option for funds from Bank of Ireland – update from Clerk
- j) To consider applying for a NALC Transparency Grant
- k) To agree to the purchase from LexisNexis of the new edition of Local Council Administration at a cost of £64.60
- l) To consider the Risk Assessment for the year 2017/18

8) Planning

a) Planning applications to consider

- i. Application No: 17/02000/OUT
 Applicant's Name: Howson
 Proposal: Erection of 3 No dwellings - re-submission of 17/01234/OUT
 Location: Jack Barn West End Launton Bicester OX26 5DG
- ii. Applicant's Name: Swan Practice, Lace Hill, Buckingham, MK18 1SH
 Proposal: Application for outline consent and premises approval at The Swan Practice, Lace Hill, Buckingham

b) Notice of Decision

- i. Application No: 17/01128/F
 Applicant's Name: Mr Patel
 Proposal: Extension and alterations to existing shop to allow a merger with Budgens and create a post office plus first floor side extension
 Location: Budgens, 36 Bicester Road
 Permission for development subject to conditions
- ii. Application No: 17/01289/REM
 Applicant's Name: Albion Land Ltd
 Proposal: Reserved Matters to 15/01012/OUT - The reserved matters submission relates to Phases 2a (which comprises a section of the internal spine road) and Phase 3a (in part) which has been split into 2 plots for the purposes of delivery (referred to as plots 2 and 3). This application relates to Plot 3 and represents the first built form of the development to come forward.
 Location: Land north east of Skimmingdish Lane, Launton
 Approval of reserved matters subject to conditions
- iii. Application No: 17/00430/DISC
 Applicant's Name: Ms Catherine Hall
 Proposal: Partial discharge of condition 4 (design details) of 16/02126/LB
 Location: Yew Tree House Station Road Launton Bicester OX26 5DX
 Split Decision – part of this application has been granted and part refused

c) Appeals

To consider whether any further information can be given regarding the appeal

- i. Application No: 17/01008/F
Applicant's Name: Mssrs Richard and David Walker
Proposal: Change of use of poolhouse to a self-contained dwelling and erection of new double garage
Location: The Poolhouse, 57 West End, OX26 5DG

d) Ref 17/01008/F - to consider and respond to correspondence from the applicant

9) Village Matters

- a) Parish Hall Lease** – to consider the lease documentation provided by the PCC
- b) East / West Rail** – to receive an update
- c) Village Floral Displays** – to consider agreeing to fund floral displays and pots in the Village
- d) Affordable Housing in Cherwell** – to consider a response to the circulated email
- e) Oxfordshire Transport and Access to Services survey** – to consider a response

10) Parliamentary Boundary Commission – to consider a further response to the Boundary Commission's consultation which closes on 11 December

11) CDC Focus Group invitation – to consider attendance to discuss the relationship between parishes and CDC

12) Correspondence

- a) Correspondence received for action** - See Village Matters
- b) Correspondence received for information**
 - i. Rural Services Network weekly summaries
 - ii. SSLC Monthly Bulletins
 - iii. OALC Monthly Newsletter
 - iv. Rights of Way Workshop on 19 November
 - v. OCVA – Food Poverty Discussion Forum 22 November
 - vi. HS2 Community Engagement Strategy
 - vii. CFO – Oxfordshire Transport and Access to Services Survey

13) Reports

- a) Chairman's Report**
- b) Clerk's Report**

14) Date of next meeting – Thursday 7 December 2017 at 7.30 pm in 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