

LAUNTON PARISH COUNCIL

Parish Clerk
Caroline Dunn

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29th September 2017

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 5th October 2107 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 appoint Jane Olds as Clerk and RFO**
- 4) **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.
- 5) **To confirm the minutes of the previous meeting on 3rd August 2017, previously circulated**
- 6) **Reports from District and County Councillors**
- 7) **Finance and Governance**
 - a) **To acknowledge scrutiny and acceptance of previously circulated bank statement**
 - b) **To receive the report from the External Auditor and note the comments**
 - c) **To agree to pay £120 to the External Auditor, BDO LLP, for the External Audit at the band £10,001 - £25,000**
 - d) **To confirm and approve expenditure for October and review income in September**

Monthly Payment and Receipts Summary

Payments for approval

Cheque No	Payee	Amount
1. 200540	Caroline Dunn	£347.32
2. 200541	HMRC	£86.80
3. 200542	T L Jenkins Landscaping Services	£420.00
4. 200543	BDO LLP	£120.00
5. 200544	Cherwell District Council	£960.96
S/O	Launton Lines	£110.00
Total Payments in	October 2017	£2,045.08

All above cheques drawn on The Co-operative Bank

Income Received

Source	Reason	Amount
Co-operative Bank Current	No interest	£0.00
Bank of Ireland	Transfer to c a	£12,161.19
CDC	Precept	£10,125.00
Co-operative Bank 14 days	No Interest	£0.00
Bank of Ireland	Interest	£1.45
Total Receipts for	September 2017	£22,287.64

Explanatory Notes

1. Caroline Dunn pay (gross pay £434.12)	£347.32
2. HMRC for Caroline Dunn Income Tax	£86.80
3. Clearing weeds from refuge on Station Road	£420.00
4. External Audit	£120.00
5. Dog Bin Emptying	£960.96

- e) **Costs Associated with Parish Hall Lease** – reaffirm commitment to pay PCC expenses
- f) **To agree to the inclusion of the Clerk as signatory on the bank accounts for administration purposes**
- g) **Replacement option for funds from Bank of Ireland** – update from Clerk
- h) **To confirm new Clerk's expenses**

8) Planning**a) Planning applications to consider**

- i. Application No: 17/01841/F
Applicant's Name: Mr and Mrs Robert and Abigail Dowman
Proposal: One and two storey extensions to front, rear and side
Location: 18 Chestnut Close, OX26 5DE
- ii. Application No: 17/01847/F
Applicant's Name: Bicester Heritage
Proposal: Alterations to existing site access including installation of replacement security gates and erection of gatehouse
Location: Bicester Heritage, Buckingham Road, OX26 5HA
- iii. Application No: 17/01870/F
Applicant's Name: Mr and Mrs Hill
Proposal: Single storey front and rear extension. First floor rear extension. New boundary walls windows and doors. New render finish
Location: 9 Chestnut Close, OX26 5DE

b) Notice of Decision

- i. Application No: 16/01805/F
Applicant's Name: Bicester Heritage
Proposal: Change of use of buildings 101 and 104
Location: Bicester Heritage, Buckingham Road, OX26 5HA
Decision: **Granted**
- ii. Application No: 16/01806/LB
Applicant's Name: Bicester Heritage
Proposal: Physical works to various buildings
Location: Bicester Heritage, Buckingham Road, OX26 5HA
Decision: **Granted**

- 9) **Village Matters**
- a) **Parish Hall Lease** – update from Chairman
 - b) **East / West Rail** – to receive an update
 - c) **Cherwell Local Plan Partial Review** – response to CDC’s formal consultation (closing on 10 October) with consideration to CPRE’s comments and recommendations
 - d) **Police Community Resilience Meeting** - to consider who will represent the Parish at the Resilience Meeting on 1 November at Tesco Lakeview Community Room at 7pm
 - e) **Community Emergency Plan** – to complete the survey and agree attendance at the Planning workshop on 9 November at Exeter Hall in Kidlington
 - f) **Parish Liaison Meeting**- to consider who will attend on 8 November from 6pm
- 10) **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. Police September newsletter
- 11) **Reports**
- a) **Chairman’s Report**
 - b) **Clerk’s Report** – governance documents, cupboard clearing
- 12) **Date of next meeting** – Thursday 2 November 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