

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

13 Oak Close
Bicester
OX26 3XD
01869 247171
clerk@launton-pc.gov.uk

30 November 2017

Councillors: You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 7 December 2017 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 2 November 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**
 - a. **To receive the Finance Report**
 - b. **To acknowledge scrutiny and acceptance of previously circulated bank statements**
 - c. **To consider the draft budget for 2018/19**
 - d. **To consider a verbal application for the grant to Launton Lines**
 - e. **To agree to a payment of £83.40 to HMRC for a missed PAYE instalment**
 - f. **To consider and approve invoices for payment itemised on the Payment Schedule**

8. Governance

- a. To consider the Launton Village Fête Management Document**
- b. To consider the Risk Assessment for the year 2017/18**
- c. To consider the adoption of the Communication Policy**
- d. To consider the adoption of the Data Protection Policy**
- e. To consider the adoption of the Freedom of Information Policy and Scheme**

9. Planning

a. Planning applications to consider

- i. Application No: 17/02169/F
Applicant's Name: Mr Jonathan Byron
Proposal: Change of use of the detached annexe building to provide temporary accommodation (i.e. holiday letting) when not otherwise occupied as a Granny Annexe.
Location: Greyhound House, Bicester Road, OX26 5DQ
- ii. Application No: 17/00541/DISC
Applicant's Name: Bicester Heritage
Proposal: Discharge of condition 4 (plans for buildings 129 and 131) of 16/01806/LB
Location: Bicester Heritage, Buckingham Road, OX26 5HA
- iii. Application No: 17/00540/DISC
Applicant's Name: Bicester Heritage
Proposal: Discharge of condition 4 (plans for buildings 129 and 131) of 16/01805/F
Location: Bicester Heritage, Buckingham Road, OX26 5HA
- iv. Application No: 17/02331/F
Applicant's Name: Mr and Mrs Hill
Proposal: Single storey front and rear extension, first floor rear extension. New boundary walls, windows & doors.
Location: 9 Chestnut Close, OX26 5DE
- v. Application No: 17/02324/F and 17/02325/LB
Applicant's Name: Mr Jonathan Byron
Proposal: To install air source heat pump as sole supply for heating in annexe
Location: Greyhound House Bicester Road, OX26 5DQ

b. Notice of Decision – to note

- i. 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 & doors. New render finish.
Location: 9 Chestnut Close, OX26 5DE
Refusal of permission for development

- ii. Application No: 17/01831/F
Applicant's Name: Bicester Heritage
Proposal: Variation of condition 2 (plans) of 15/00523/F - Variation of condition listing approved plans to allow minor amendment to approved scheme
Location: Bicester Heritage, Buckingham Road, OX26 5HA
Permission for development subject to conditions

- c. **Land north east of Skimmingdish Lane (Bicester Link 9)** – to consider street names for the development (ref 15/01012/OUT)
- d. **Planning application reference 17/01173/OUT** – to note that the application for has been referred to the Planning Inspectorate
- e. **CDC Planning Policy** – to consider CDC's Draft Developer Contributions Supplementary Planning Document and Draft Design Guide Supplementary Planning Document

10. Village Matters

- a. **Parish Hall Lease** – to receive an update
- b. **East / West Rail** – to receive an update
- c. **CFO Cluster Document** – to consider a response to the document
- d. **20mph speed limits** – to consider a suggestion that the Parish request a 20mph speed limit through the village

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

12. Training

- a. **OALC Courses** – to consider Councillor attendance of any of the 2018 courses
- b. **Clerk CiLCA Course** – to receive an update and to consider funding one third of the Clerk's course costs
- c. **SLCC Regional Seminar** – to consider funding one third of the Clerk's attendance at the seminar on 31 January

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

14. Reports from Meetings

- a. **Parish Liaison Meeting** – 8 November
- b. **Emergency Planning Workshop** – 9 November
- c. **CDC Focus Group Meeting** – 14 November

15. Reports

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

16. Date of next meeting – Thursday 4 January 2018 at 7.30pm 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