

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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29th April 2011

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Congregational Church on Thursday 5th May 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 name included in the minutes of the meeting.

Agenda

1. Election of Chairman

2. Election of Vice Chairman

3. To receive and accept apologies for absence

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

Members are asked to declare any personal interest and the nature of that 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)

5. 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.

6. To confirm the minutes of previous meeting – Thursday 7th April

7. Report from Cherwell District Councillor for Launton

8. Report from Oxfordshire County Councillor for Launton

9. Finance and Governance

- a. To review the Council's insurance arrangements and payment of annual premium.
- b. To confirm and approve expenditure for May and review income during April.
- c. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- d. To accept the previously circulated Parish Council Asset Register to year ending 31st March 2011
- e. To consider and agree a schedule for a physical inspection of the assets.
- f. To accept the previously reviewed annual accounts of the Parish Council to year ending 31st March 2011
- g. To review and decide on actions arising from the internal audit of the Parish Council and to record acceptance in Appx 4 of the Councils Audit Plan.
- h. To review and concur the Local Councils Annual Return for Launton PC;
 - i. Statement of Accounts for Launton PC year ended 31st March 2011
 - ii. Annual Governance Statement for Launton PC year ended 31st March 2011

- i. To review the Council's Standing Orders
- j. To review the Council's Financial Regulations
- k. To review the Council's Complaints Policy and procedure
- l. To review the Council's Freedom of Information Policy
- m. To review work on external bodies (Launton Plotters)
- n. To confirm the dates and venues of the ordinary meetings of the Council for the next year.
- o. To consider the characteristics of a policy to deal with requests for financial assistance.

10.Planning

- a. To discuss and decide upon Planning Applications received.
- b. Planning Decisions
 - i. Application No.11/00297/ADV
 Applicant Green King
 Proposal 5 No. Non-illuminated advertisement signs
 Location The Bull Inn, Bicester Rd, Launton.
Decision Granted subject to conditions
 - ii. Application No.11/00369/LB
 Applicant Green King
 Proposal 5 No. Non-illuminated advertisement signs
 Location The Bull Inn, Bicester Rd, Launton.
Decision Granted subject to conditions
 - iii. Application No.11/00172/F
 Applicant Mr R Feakes
 Proposal Extension to existing garage and conversion to annexe accommodation
 Location 11 The Poplars, Launton
Decision Refused

11.Village Matters

- a. To consider what actions are appropriate to ensure emergency operations provision.
- b. To review progress regarding upkeep of the West End footpath
- c. To review progress regarding correspondence with OCC concerning the condition of the Parish Hall car park

12.Correspondence

- a. Correspondence received for action
 - i. Mr Peter Cox - Email
 To consider whether the Council wishes to comment on Cherwell DC's rejection of planning application No.10/01909/F for photo voltaic cells at Grange Farm.
 - ii. Mr John May - Web Enquiry
 To consider observations regarding the Council's objection to Planning Application No.11/00246/F in West End
- b. Correspondence received for information
 - i. OALC Member's update March April 2011 (sent by email)

13. Reports

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

14. Date of next meeting - Thursday 2nd June 2011 In the Launton Parish Hall

Notes on declarations of interest.

Any Member arriving after the start of the meeting is asked to declare personal interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered.

Except in circumstances listed in The Code of Conduct*, a Member with a personal interest also has a prejudicial interest if it is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member may make representations, give evidence or answer questions about the matter, however, they must immediately leave the room once they have finished, or the meeting decides they have finished (whichever is earlier).

It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

*See Statutory Instrument 2007 No. 1159, schedule 'The Model Code of Conduct' part 2, paragraph 9(2)