

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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2nd October 2011

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 6th 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 name 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 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)

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 receive a presentation from Savills Estate Agents concerning the proposed housing development at Yew Tree Farm.

5. To confirm the minutes of previous meeting – Thursday 1st September 2011

6. Report from Cherwell District Councillor for Launton

7. Report from Oxfordshire County Councillor for Launton

8. 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 consider and decide upon expenditure to establish title of land at the Poplars and Yew Tree Walk listed in the Council's asset register.
- c. To consider and approve expenditure for Councillors to attend an OALC training event.
- d. To consider the External Auditor's findings and accept the Annual Return for 2010/11.
- e. To consider the Internal Auditor's letter of engagement, including charges, for the year 2011/12, and consider whether any further audit actions are required. If agreed, resolve to proceed and sign the letter.
- f. To review Appendix 3.1 of the LPC Audit Plan concerning the scope of the internal audit for 2011/12, its independence, competence, relationships and planning and reporting, and if acceptable, record acceptance in App. 4.

- g. To review Appendix 3.2 of the LPC Audit Plan concerning characteristics of effectiveness of audit for 2011/12 and if acceptable record acceptance in App. 4.
- h. To review and, if satisfactory, resolve to accept the Council's Risk Assessment for 2011/12.
- i. To review, and resolve to accept, the year to date Cash Book transactions and bank reconciliation.
- j. To review the Council's expenditure and income against its budget for the year.
- k. To confirm and approve expenditure for October and review income during September.
- l. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- m. To consider what actions are needed regarding maintenance of physical assets.

9. Planning

- a. To discuss and decide upon Planning Applications received.
 - i. Application No.11/01204/F
 Applicant Mr Paul Davis
 Proposal New detached double garage. Remove section of block wall and drop kerb to create new access.
 Location Blenheim Bard, Blenheim Drive, Launton
 - ii. Application No.11/01281/F
 Applicant Dr Daniel West, Julia West, Martin Evans & Celia Evans
 Proposal Demolition of a concrete barn and change of use of agricultural timber frame barns to a four bedroom dwelling.
 Location The Old Barn, Hareleys Farm, Launton
 - iii. Application No 11/00018/SO
 Applicant Savills Estate Agents
 Proposal Screening Opinion - Proposed residential development of up to 50 dwellings with associated public open space, access and roads
 Location Yew Tree Farm, Station Rd, Launton
 - iv. Application No 11/01378/F
 Applicant Launton Settlement Trust
 Proposal Installation of photovoltaic cells to roof of building
 Location Unit B2 Grange Farm, Station Rd, Launton
- b. Planning Decisions

10. Village Matters

- a. To review feedback from Cllr Fox on his meeting with suppliers and to consider the next steps regarding speed recording devices.
- b. To consider whether the Council agrees with the proposed boundary changes.

11. Correspondence

- a. Correspondence received for action

- i. OCC – Waste Plan Consultation 2011-09-11
To consider and document the Councils response to the consultation.
 - ii. Bucks CC – Minerals and Waste Consultation
 - iii. CDC - Parish Liaison Meeting invitation 9th November 2011
- b. Correspondence received for information (sent by email)
 - i. ORCC News Bulletin September/October 2011

12. Report

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

13. Date of next meeting - Thursday 3rd November 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)