

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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26th February 2012

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 1st March 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 confirm the minutes of the previous meetings – Thursday 2nd and Friday 10th February 2012

5. Report from Cherwell District Councillor for Launton

6. Report from Oxfordshire County Councillor for Launton

7. Finance and Governance

- a. To consider a claim for 25 hours labour arising from the Clerk's involvement in recent planning applications and maintenance tasks.
- b. To confirm and approve expenditure for February and review income during January.
- c. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- d. To review actions required by auditors for year 2010/11 and complete the internal Control and Audit Compliance Checklist of the Audit Plan.
- e. To consider what actions are needed regarding maintenance of physical assets.
- f. To consider how to conduct the Clerk's performance review.

8. Planning

- a. To discuss and decide upon Planning Applications received.
 - i. Application No.12/00131/F
 - Applicant Mr & Mrs Collin
 - Proposal Extension at first floor level above existing garage to form additional bedroom

Signed

Date

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Location 11 Sherwood Close, Launton, OX26 5DR

- ii. Application No.12/00136/F
Applicant Mr Phil Watson
Proposal Two storey extension including demolition of existing single storey structure.
Location The Cottage, 58 West End, Launton OX26 5DG

b. Planning Decisions.

- i. Application No.11/01853/F
Applicant Mr A Smith
Proposal Variation of conditions 2, 4 and 7 of 10/01860/F
Location Orchard View Station Rd, Launton, Bicester

9. Village Matters

- a. To review and consider next steps regarding the speed recording data captured by the Parish Council.

10. Correspondence

- a. Correspondence received for action
 - i. NALC – LGA/NALC Joint Localism Conference 22nd March
 - ii. ONCF - Invitation to Oxfordshire's Local Environment Conference - Sat 24 March
 - iii. OALC - Training Events Data transparency 15th May 2012, Effective responses to Planning Applications 15th July 2012
 - iv. Mr. A Warren Oxfordshire CC Highways – Bicester Rd Traffic Management Measures (vicinity of Sherwood Close)
- b. Correspondence received for Information
 - i. ORCC - News Bulletin February 2012
 - ii. OALC Update for Members January 2012
 - iii. Kevin Lane Head of Law and Governance CDC – Standards and Localism
 - iv. OCC – Oxford Inspires Newsletter
 - v. Kevin Larner CDC – Parish Updates from CDC
 - vi. St John Ambulance – Thank you for donation

11. Reports

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

12. Date of next meeting – Thursday 5th April 2012 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)