

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

Caversham House
Station Road
Launton
OX26 5DS
TEL; 01869 245951

27th April 2013

E-mail: lpccclerk@btinternet.com

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Congregational Chapel on Thursday 2nd 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 names 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 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)

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 4th April 2013.

7. Report from Cherwell District Councillor for Launton

8. Report from Oxfordshire County Councillor for Launton

With particular reference to Highways issues.

9. Finance and Governance

- a. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- b. To review the Council's insurance arrangements and payment of annual premium.
- c. To confirm and approve expenditure for May and review income during April.

Asset Management

- d. To review the Asset Maintenance Plan and consider and agree a schedule for a physical inspection of the assets.
- e. To accept the previously circulated Parish Council Asset Register to 30.04 2013.

Annual Meeting Items

- f. To review the previously circulated Local Councils' Annual Return for year ended 31st March 2013 for Launton PC and, if concurred sign appropriate documents;
 - i. Accounting Statement for Launton PC
 - ii. Annual Governance Statement for Launton PC year ended 31st March 2013
 - iii. Annual Internal Audit Report to Launton PC
- g. To review the contracts held by the Council
- h. To review the Council's Standing Orders
- i. To review the Council's Financial Regulations
- j. To review the Council's Complaints Policy and procedure
- k. To review the Council's Freedom of Information Policy
- l. To review work on external bodies (Launton Plotters)
- m. To confirm the dates and venues of the ordinary meetings of the Council for the next year.

10.Planning

- a. To discuss and decide upon resolutions to the Planning Authority, on Planning Applications received.
 - i. Application No.13/00359/F
Applicant Mr and Mrs Edwards
Proposal Rear Conservatory
Location 45 Sycamore Rd, Launton, Bicester, OX26 5DX
- b. Planning Decisions
 - i. Application No.13/00279/F
Applicant Mr and Mrs Gerry and Kathleen Connors
Proposal Change of use of land to a private gypsy and traveller caravan site comprising 2 no. pitches, each pitch accommodating 1 no. mobile home, 1 no. touring caravan, 1 no day room and associated hard standing, retention of existing stable and septic tank.
Location OS Parcel 3431 Adjoining North East of Blackthorn Rd Launton, Bicester, OX26 5DX
Decision Granted subject to conditions

11.Village Matters

- a. To consider the level of funding to Launton Lines in light of a request made by the Launton Lines committee.

12.Correspondence

- a. Correspondence received for action
 - i. ORCC – Launton Affordable Housing Progress Report
 - ii. Maria Garcia Dopazo, Planning Policy, CDC - Focused consultation on Changes to the Cherwell Local Plan Proposed Submission
- b. Correspondence received for information
Sent by email
 - i. Mr Alan McDonald – Shrubbery in Sherwood Close
 - ii. ORCC – Newsletter April 2013
 - iii. ORCC – Healthwatch Newsletter

- iv. Cllr Mrs Catherine Fulljames – Update from Highways re; Station Rd footway.

Sent by Post

- v. Mr W J Burrows – Reply to Launton PC's enquiry regarding rural affordable housing

13.

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

14. Date of next meeting – 6th June 2013, in the Parish Hall, Launton

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