

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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29th September 2013

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 3rd 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 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. To confirm the minutes of previous meeting – Thursday 5th september 2013.

5. Report from Cherwell District Councillor for Launton

6. Report from Oxfordshire County Councillor for Launton

With particular reference to Highways issues.

7. 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 acknowledge scrutiny and acceptance of previously circulated bank statements.
- c. To confirm and approve expenditure for October and review income during September.
- d. To review, and resolve to accept, the year to date Cash Book transactions and bank reconciliation.
- e. To consider the Internal Auditor's letter of engagement, including charges, for the year 2013/14, 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 2013/14, 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 2013/14 and if acceptable record acceptance in App. 4.

- h. To review and, if satisfactory, resolve to accept the Council's Risk Assessment for 2013/14.
- i. To review the Council's expenditure and income to date, against its budget for the year.

8. Planning

- a. To discuss and decide upon Planning Applications received.
 - i. Application No.13/01040/F
 Applicant: Mr W Deeley
 Proposal Erection of ancillary building
 Location The Tythe Barn, Bicester Rd, Launton OX26 5DP
 - ii. Application No.13/01188/F
 Applicant: Mr and Mrs M Giles
 Proposal Erection of single storey front and side extensions and first floor front and rear extensions
 Location 45 West end Launton Bicester OX26 5DF
- b. Planning Decisions
 - i. Application No.13/00186/F
 Applicant Bayhill Ltd
 Proposal Erection of 11 new dwellings.
 Location Land South East of Chestnut Close, Launton.
Granted Subject to conditions
 - ii. Application No.13/00983/F
 Applicant: Miss Wolska
 Proposal Conservatory to rear of building
 Location 13 Sharpes Cottages, Station Rd, Launton.
Granted Subject to conditions

9. Village Matters

- a. Neighbourhood Planning
- b. Emergency Planning
- c. To consider suitable uses for the funds available as a result of the New Homes Bonus Scheme.

10. Correspondence

- a. Correspondence received for action
 - i. Mrs Rachel Burn - Letter of Resignation from Parish Council
- b. Correspondence received for information (sent by email)
 - i. Lynda Watson CE ORCC – ORCC Annual Conference invitation.

11.

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

12. Date of next meeting – 7th November 2013, in the 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.

Signed

Date

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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