

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
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28 June 2018

Councillors: You are hereby summoned to attend the Parish Council meeting to be held in **Launton Parish Hall on Thursday 5 July 2018 at 7.30pm** for the purpose of transacting the following business.

Members of the Public: 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. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders.

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. **Reports from District and County Councillors**
5. **To confirm the Minutes of the previous meeting held on 7 June 2018, previously circulated**
6. **Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision
7. **Finance**
 - a. **To receive the Finance Report**
 - b. **To acknowledge scrutiny and acceptance of previously circulated bank statements**
 - c. **To consider and agree the Risk Assessment for 2018/19**
 - d. **To consider the purchase of a new Minute Book**
 - e. **To consider the list of regular payments**
 - f. **To consider grant applications received**
 - i. Island Pond Wood – request for contribution towards the grass cutting for 2018/19 and 2019/20
 - g. **To consider paying the Clerk by monthly Standing Order**
 - h. **To agree to inspect the Fixed Assets and allocate responsibilities**

- i. **To consider and approve invoices for payment itemised on the Payment Schedule**

8. Governance

- a. **Marking the death of a Senior National Figure** – to consider forming a procedure
- b. **Recording of Meetings Policy** – to consider the policy for adoption
- c. **Internal Financial Controls Policy** – to consider the policy for adoption
- d. **Village Fete** – to receive a report

9. Planning

- a. **Planning applications** – to consider all recent applications received from Cherwell District Council detailed below and any other planning applications submitted and published on the CDC planning portal between the circulation of this agenda and the meeting

- i. Application Number: 18/00450/F
Proposal: Demolition of existing garage and construct new single storey side, part front and rear extension
Location: 14 Ancil Avenue, OX26 5DJ

- b. **Notice of Decision** – to note

- i. Application No: 18/00567/F
Proposal: Change of use of Building 143 from Ministry of Defence use to B1(c) Light Industrial and alterations to north-east elevation.
Location: Bicester Heritage, Buckingham Road, Bicester
Permission for development subject to conditions
- ii. Application No: 1818/00131/TCA
Proposal: Tree number 1523 x Sorbus sp is in poor condition with overhanging branches over the main entrance, the tree is quite hollow in places and the cavities are rotten - Fell
Location: Bicester Heritage, Buckingham Road, OX26 5HA
'Notice of Intent' to undertake works to tree(s) in a conservation area

- c. **Planning Appeal**

- i. Application No: 17/01173/OUT
Appeal Reference: APP/C3105/W/17/3188671
Applicant's Name: Manor Oak Homes
Proposal: OUTLINE - Development of up to 72 dwellings with associated large area of public open space. All matters reserved except for access
Location: OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road Launton
To consider which Councillors will attend the above hearing between 10 and 12 July at Bodicote House

10. Village Matters

- a. **Parish Hall Lease** – to receive a progress report and agree further action
- b. **East / West Rail** – to receive a progress report
- c. **Yew Tree Close Field** – to receive a progress report
- d. **Blackthorn Road Drains** – to receive a progress report
- e. **Post box** – to receive a progress report
- f. **The Glades**
 - i. To consider what action to take to remedy the poor state of the path

- ii. To consider what action to take regarding the size of the tree and the possibility of damage to the nearby house (number 26)
- iii. To consider the request from the owners of number 26 to purchase land adjacent to the house

11. Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

12. Training – to consider further OALC training courses

13. Reports from Meetings

- a. **Otmoor Parishes Meeting** – 8 June
- b. **Emergency Plan Meeting** – 11 June
- c. **Police Resilience Meeting** – 13 June
- d. **A41 Collision Meeting** – 14 June
- e. **CDC Parish Liaison Meeting** – 20 June

14. Reports

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

15. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Wednesday 19 July

16. Date of next meeting – Thursday 2 August 2018 at 7.30pm at 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.

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