

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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30th January 2011

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You are hereby summoned to attend the Parish Council meeting to be held in **Launton Village Hall on Thursday 3rd February 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 previous meeting – Thursday 6th January

5. Report from Cherwell District Councillor for Launton

6. Report from Oxfordshire County Councillor for Launton

7. Finance and Governance

- a. To confirm and approve expenditure for February and review income during January.
- b. To acknowledge scrutiny and acceptance of previously circulated bank statements.
- c. To review a draft complaints policy and procedure.
- d. To consider Clerk's and Councillor's attendance at SLCC Oxfordshire Branch Conference
- e. To consider and decide upon contract renewal for Station Rd pedestrian refuge maintenance.
- f. To consider how to conduct the Clerks performance review.

8. Planning

- a. To discuss and decide upon Planning Applications received.
 - i. Application No.09/01659/REM
 - Applicant The Oxford Diocesan Board of Finance
 - Proposal Reserved Matters (Ref; Outline 05/01563/OUT) B1 Office Development with associated parking, turning and

Signed

Date

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- landscaping areas – (as amended by plans received 9 December 2010)
- Location Land Northwest of Launton Rd Roundabout Adjoining Skimmingdish Lane Caversfield.
- ii. Application No.10/01909/F
 Applicant A T Cox & Sons
 Proposal Installation of Photovoltaic Cells to Roof
 Location Grange Farm, Station Rd Launton.
- iii. Application No.10/01910/F
 Applicant Launton settlement Trust
 Proposal Installation of Photovoltaic Cells to Roof
 Location Unit B5 Grange Farm, Station Rd Launton.
- iv. Application No.11/00024/F
 Applicant Mr & Mrs Stephens
 Proposal Addition of new side dormer and associated roof lights, first floor rear extension and associated internal alterations.
 Location 11 West End, Launton.
- v. Application No.10/01860/F
 Applicant Mr A Smith
 Proposal Demolition of existing bungalow and construction of 1 no. house
 Location Claremont, Station Rd Launton.

b. Planning Decisions

- i. Application No.10/01639/F
 Applicant Mr & Mrs M Burn
 Proposal Erection of a wooden shed
 Location 3 Sharpes Cottages, Station Rd
Decision Granted subject to conditions

9. Village Matters

- a. To consider and decide upon the quotations received from contractors for replanting of the shrubbery bed and further actions concerning maintenance of the open space in The Glades.
- b. To consider what actions are appropriate to ensure emergency operations provision.

10. Correspondence

- a. Correspondence received for action
 Ryder Cheshire Volunteers, Oxfordshire – request for donation
- b. Correspondence received for information
 Oxfordshire Playing Fields Assoc. – The Playing Field
 Royal British Legion – The Great Poppy Party Weekend
 Local Government Boundary Commission – Electoral review of Oxfordshire

11. Reports

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

12. Date of next meeting - Thursday 3rd March 2011

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)