

LAUNTON PARISH COUNCIL

Parish Clerk
Mr Keith Dixon

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

26th February 2011

E-mail: lpccclerk@btinternet.com

You are hereby summoned to attend the Parish Council meeting to be held in **Launton Village Hall on Thursday 3rd 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 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 review tenders received for Launton's grass cutting contract and to decide on a contractor to conduct the work.
- e. To consider the report on Parish Council allowances.
- f. To review the Council's Audit Plan to ensure all recommendations have been implemented and consider the characteristics of audit effectiveness.
- g. To consider the characteristics of a policy to deal with requests for financial assistance.

8. Planning

- a. To discuss and decide upon Planning Applications received.
 - i. Application No.11/00068/F
Applicant Mr David Thompson

Signed

Date

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| Proposal | Demolition of existing detached garage and erection of detached two storey dwelling and garage workshop |
| Location | Land to rear of No 8 Chestnut Close, Launton |
- ii. Application No.11/00117/F
 Applicant Mr Phil Maidment
 Proposal Erection of a car-port and relocation of gas tank and plinth – Resubmission of 10.00730/F
 Location Ash Grove House, West End, Launton
- iii. Application No.11/00172/F
 Applicant Mr R Feakes
 Proposal Extension to existing garage and conversion to annexe accommodation
 Location 11 The Poplars, Launton

b. Planning Decisions

- i. Application No.10/01755/F
 Applicant Mr & Mrs R Peverell
 Proposal Proposed single storey extension to side and rear
 Location Woodview, Blackthorn Rd, Launton
Decision Granted subject to conditions
- ii. Application No.10/01910/F
 Applicant Launton settlement Trust
 Proposal Installation of Photovoltaic Cells to Roof
 Location Unit B5 Grange Farm, Station Rd Launton.
Decision Granted subject to conditions
- iii. Application No.10/01909/F
 Applicant A T Cox & Sons
 Proposal Installation of Photovoltaic Cells to Roof
 Location Grange Farm, Station Rd Launton.
Decision Refused

9. Village Matters

- a. To consider what actions are appropriate to ensure emergency operations provision.
- b. To consider and agree the renewal of the maintenance contract for Sherwood Close open area and the inclusion of maintenance for the Glades open area.
- c. To receive an update from Friends of Island Pond Wood on the progress towards leasing the wood and to consider a request for financial support.

10. Correspondence

- a. Correspondence received for action
 - i. Brigadier H.L.B. Salmon OBE – Parking behind the Village Hall.
 - ii. Sue Ryder Nettlebed Hospice – appeal for support
 - iii. Cllr Molly O'Connor – Letter of Resignation from the Council
 - iv. Cherwell DC – Spring Clean Day

- b. Correspondence received for information
 - i. OALC - Members Update for February 2011 (circulated by email)
 - ii. Brigadier H.L.B. Salmon OBE – Further information re; Parking behind the Village Hall. (circulated by email)

11. Reports

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

12. Date of next meeting - Thursday 7th April 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)