

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

13 Oak Close
Bicester
OX26 3XD
01869 247171
clerk@launton-pc.gov.uk

31 January 2019

Councillors: You are hereby summoned to attend the Parish Council meeting to be held in Launton Parish Hall **on Thursday 7 February 2019 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 and Recording of Meetings Policy.

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 10 January 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 receive a report from the Councillor responsible for Internal Financial Control**
 - c. To acknowledge scrutiny and acceptance of previously circulated bank statement**
 - d. To consider implementation of Internet Banking as permitted in the Financial Regulations**
 - e. To consider applying to the bank for a Parish Council debit card**
 - f. To consider NALC's revised salary scales for the Clerk and agree the cost of living and spine point from April 2019**
 - g. To consider and approve invoices for payment itemised on the Payment Schedule**

8. Governance

- a. **To consider nominations for the co-option of a Parish Councillor**
- b. **Meeting Dates** – to consider and agree the meeting dates for the forthcoming year
- c. **To consider the updated Emergency Plan**

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: 19/00004/F
Proposal: External alterations and change of use of Building 103 (Link Trainer) for educational purposes (D1) in connection with the expansion of the heritage skills academy
Location: Bicester Heritage, Building 103 Link Trainer, Buckingham Road, OX27 8AL
 - ii. Application Number: 19/00017/LB
Proposal: Insertion of disabled access panic release fire escape doors within existing opening to the western elevation of Building 113.
Location: Bicester Heritage, Bicester Heritage Buckingham Road Bicester
 - iii. Application Number: 18/02207/F
Proposal: Creation of a path in stone chippings close to the perimeter so that the field can be used by the children all year. Adjacent to the path on one side, proposed installation of a run of wooden trim trail equipment on a base of green durabond (perimeter 56.1m and area 95.8m²).
Location: Launton Church Of England School Bicester Road, OX26 5DP
 - iv. Application Number: 19/00113/F
Proposal: Demolition of existing garage and construct new single storey side, part front and rear extension - re-submission of 18/00450/F
Location: 14 Ancil Avenue, OX26 5DJ
 - v. Application Number: 19/00122/F (awaiting paperwork)
Proposal: The repair, partial rebuild, extension and alteration of Building 144 (currently derelict) and change of use from Sui Generis MOD Use to Class A3 Use to create a new on-site cafe as part of the RAF Bicester Technical Site redevelopment
Location: Bicester Heritage, Building 144, Buckingham Road Bicester
- b. **Notice of Decision** – to note
 - i. Application Number: 18/00381/TCA
Proposal: T1, T2 x Unspecified dead trees - fell
Location: Bicester Heritage, Buckingham Road, Bicester
Notice of intent to undertake works to trees in a conservation area

c. Appeal Against Refusal

- i. Application Number: 18/00032/F
Proposal: Single yard managers dwelling in connection with existing Stratton Fields Livery Stables
Location: Stratton Fields Livery Stables Launton Road, OX27 9AS
To note hearing date of 20 February at 10am in River Cherwell Meeting Room at Bodicote House.

d. CDC Housing Strategy – to consider a response

10. Village Matters

a. Parish Hall Lease

- i. To receive a progress report
- ii. To consider adding to the Lease a clause to allow three PCC-sponsored events in the hall per year, free of charge, with the condition that regular paid bookings would take priority
- iii. To agree further action

b. East / West Rail

- i. To receive a progress report

c. Yew Tree Close Field – to receive a progress report

d. Post box – to receive a progress report

e. 20mph Zone Outside School

- i. To receive a progress report

f. The Glades

- i. To receive an update on the 'no ball games' consultation
- ii. To consider a further quotation for repair of the path

g. Dog Bins

- i. To receive an update on the location of the bin outside Wyndham Hall Care Home
- ii. To reconsider the location of a new dog bin on Station Road following receipt of concerns from residents

h. Rubbish Bin – to consider the best course of action for the repair of the one damaged on West End

i. Friends of Island Pond Wood – to consider a request to pay for an Armistice Memorial Tree – Sorbus aucuparia

j. Village Tidy-up day – to receive a progress report

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

12. Attendance at Meetings

13. Reports from meetings / courses

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 Thursday 21 February

16. Date of next meeting – Thursday 7 March 2019 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