

LAUNTON PARISH COUNCIL

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Parish Clerk
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28 March 2019

Councillors: You are hereby summoned to attend the Parish Council meeting to be held in Launton Parish Hall **on Thursday 4 April 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. Requests for Dispensations, Declarations of Interest, Gifts and Hospitality**
To receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the Agenda, in accordance with the Council's Code of Conduct and to note any gifts and hospitality (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 March 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 the previously circulated bank statement**
 - c. To consider Councillor nominations to have access to the online bank account**
 - d. Regular payments** – to consider and approve the list including Standing Orders and Direct Debits
 - e. Reserves** – to consider the Policy and confirm the reserves for 2019/20
 - f. Risk Assessment** – to consider and agree the Risk Assessment for 2019/20
 - g. Asset Register** – to update and confirm the Asset Register
 - h. Internal Financial Controls** – to review effectiveness
 - i. Internal Audit** – to receive the report from the Internal Auditor

- j. **External Audit** – to consider whether to claim exemption due to being under the £25,000 threshold or to have an External Audit Limited Assurance Review
- k. **Grant Applications** – to consider grant applications received
- l. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

8. Governance

- a. **CDC Parish Remuneration Report** – to consider the 2019/20 report and agree members' allowances
- b. **Complaints Procedure and form** – to consider the revised procedure and form
- c. **Gifts and Hospitality Policy** – to consider the draft Policy and form to comply with the Information Commissioner Office's recommendations

9. Training

- a. **To consider attendance at OALC courses over the forthcoming months**

10. 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

No planning applications have been received

b. **Notice of Decision** – to note

- i. Application Number: 18/02122/F
 Proposal: Temporary use of land as a construction compound incorporating storage area, site offices and car parking and associated highway works
 Location: Network Rail Infrastructure Ltd OS Parcel 7621 at Grange Farm South West Of Station Cottage Station Road Launton
 Permission for development subject to conditions
- ii. 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
 Permission for development subject to conditions
- iii. 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
 Permission for development subject to conditions

c. Appeal Decision – to note

- 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
Appeal Dismissed

11. Oxfordshire Plan 2050 – to receive a draft response to the OCC consultation

12. East/West Expressway

- a. To receive a progress report

13. Village Matters

- a. **Parish Hall Lease**
 - i. To receive a progress report
 - ii. 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** – to receive a progress report and agree specification
- f. **Barriers Outside School** – to consider asking OCC to erect an additional barrier outside the school entrance for the safety of the children
- g. **The Glades**
 - i. To receive an update on the 'no ball games' consultation
- h. **Parish Path Warden Report** – to receive a report
- i. **Village Tidy-up day** – to receive a progress report

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

15. Attendance at Meetings and Reports from meetings / courses

- a. **SLCC Meeting** – 19 March

16. Reports

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

17. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 18 April

18. Date of next meeting – Thursday 2 May 2019 at 7.30pm at Launton Primary School

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