

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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27 June 2019

Councillors: You are hereby summoned to attend the Annual Parish Council meeting to be held in Launton Parish Hall **on Thursday 4 July 2019 at 7.30pm** for the purpose of transacting the following business.

Members of the Public: Informal 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 6 June 2019, 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. Debit Card** – to note any debit card transactions
 - d. Fixed Assets Review** – to receive reports from Councillors on the Fixed Assets
 - e. To consider grant applications received**
 - i. Friends of Island Pond Wood – request for contribution towards the grass cutting (agreed 5/7/18 7. f. i.)
 - ii. Enrych

- f. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

8. Governance

- a. **Attendance Policy** – to consider adoption of the policy
- b. **Internal Audit** – to consider the Terms of Reference for appointment of the Internal Auditor
- c. **Media and Press Policy** – to review the previously adopted policy

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
 - i. Application number: 19/01014/F
Proposal: Change of Use of Building 89 from Sui Generis MOD Use to offices (B1)
Location: Retrotech Building 89, Bicester Heritage, Buckingham Road, OX27 8AL
 - ii. Application Number: 19/01016/F
Proposal: Change of Use of Building 113 from B8 to mixed storage (B8) and assembly and leisure (D2)
Location: Bicester Heritage, Part Hangar 113 And Part Hangar 137, Bicester Airfield, Skimmingdish Lane, OX26 5AD
 - iii. Application Number: 19/00998/F
Proposal: Creation of eleven car parking spaces - re-submission of 19/00266/F
Location: Wyndham Hall, Skimmingdish Lane, OX26 5AF
 - iv. Application Number: 19/01069/F
Proposal: Two storey rear extension
Location: 12 Sharpes Cottages, Station Road, OX26 5BU
 - v. Application Number: 19/01090/F
Proposal: Erection of a close boarded fence to the eastern boundary - 2.7m in height
Location: Thornbury, The Green, OX26 5EF
 - vi. Application Number: 19/01093/F
Proposal: Erection of a close boarded timber fence to the rear garden boundary - 2.5m in height
Location: Six Gables, The Green, OX26 5EF
- b. **To note notices of decision**
 - i. Application Number: 19/00474/REM
Proposal: Reserved Matters to 17/02000/OUT - The erection of 3 No three bedroom detached houses - approval of design and layout
Location: Jack Barn, West End, OX26 5DG
Approval of reserved matters subject to conditions

- ii. Application Number: 19/00713/F
Proposal: Demolition of existing stables, erection of single stable block / feed and tack room, alterations to existing flat, welfare accommodation for staff / visitor, Menage improvements, solar panels with inset roof.
Location: Stratton Fields Livery Stables, Launton Road, Stratton Audley, OX27 9AS
Permission for development subject to conditions

11. Village Matters

a. Parish Hall and Lease

- i. To receive a progress report
- ii. To agree any further action

b. East / West Rail

- i. To receive a progress report

c. Post box – to receive a progress report

d. 20mph Zone Outside School – to receive a progress report

e. Barriers Outside School – to receive a progress report

f. The Glades

- i. To receive an update on the 'no ball games' consultation

g. Expressway – to receive a progress report

h. Station Road Pump – to receive a progress report

i. Traffic Calming – to consider further methods of reducing traffic speeds in the village

j. Weight Limits – to consider organising a Community Weight Watch event

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

13. Attendance at Meetings and Reports from meetings / courses

a. CDC Parish Liaison Meeting – 12 June

b. Police Rural Resilience Meeting – 19 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 Thursday 18 July

16. Date of next meeting – Thursday 1 August 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