

LAUNTON PARISH COUNCIL

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Parish Clerk
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28 November 2019

Councillors: You are hereby summoned to attend the Annual Parish Council meeting to be held in Launton Parish Hall **on Thursday 5 December 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 7 November 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 statements**
 - c. To consider the draft budget for 2020/21**
 - d. Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule
- 8. Governance**
 - a. Councillor Vacancy** – to note Jeanne Walker's resignation and consider the Councillor vacancy

- b. **Financial Regulations** – to consider the revised Financial Regulations recommended by NALC
- c. **Dispensation Procedure and Form** – to consider a Dispensation Procedure
- d. **Freedom of Information and Publication Scheme** – to review the Policy
- e. **Website Policy** – to consider a Website Policy

9. Training

- a. **OALC Training** – 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: 19/02377/F**

Proposal: Two storey extension to side and single storey extension to rear including demolition of existing garage and rear extension

Location: Ivy Cottage, Station Road, OX26 5DS

- ii. **Application Number: 19/02403/DISC**

Proposal: Discharge of conditions 8 (finished floor levels) 9 (materials) 14 (trees and landscaping) 17 (car parking) & 18 (cycle parking) of 18/01333/F

Location: Bicester Heritage, Buckingham Road, OX26 5HA

- iii. **Application Number: 19/02419/REM**

Proposal: Reserved matters to 17/01173/OUT - Appearance of housetypes and general appearance of the scheme. Landscaping - Detailed landscape design of the play area, parkland and plots. Layout of the scheme. Scale - Height and massing of the scheme

Location: OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road

- iv. **Application Number: 19/02550/F**

Proposal: Great Lakes Ltd - Redevelopment of part of golf course to provide new leisure resort (sui generis) incorporating waterpark, family entertainment centre, hotel, conferencing facilities and restaurants with associated access, parking and landscaping

Location: Land to the east of M40 and south of A4095 Chesterton

- b. **To note notices of decision**

- i. **Application Number: 19/01147/F**

Proposal: Construction of a new timber framed car port within the existing car parking area

Location: Bicester Heritage, Buckingham Road,
Permission for development subject to conditions (15 November)

- ii. **Application Number: 19/02050/F**

Proposal: Erection of a new substation

Location: Bicester Heritage, Land At Skimmingdish Lane And Land And Roundabout At Bicester Road Launton
Permission for development subject to conditions (15 November)

- c. **CDC consultation on Partial Review of the Local Plan** – to consider a response to the consultation (ends 20 December)
- d. **Weston-on-the-Green Neighbourhood Development Plan 2018-2031** – to consider the Public Consultation

11. Village Matters

- a. **Parish Hall and Lease**
 - i. **To consider the Agreement to Lease and Lease**
 - ii. **To receive a progress report**
- b. **East / West Rail**
 - i. **To receive a progress report**
 - ii. **To consider Bruton Knowles' (acting on behalf of Network Rail) Request for Information**
- c. **Post box** – to receive a progress report
- d. **20mph Zone Outside School** – to receive a progress report
- e. **VE Day** – to consider how to mark the 75th anniversary
- f. **High Sheriff Awards** – to consider nominations
- g. **Station Road Drainage Issues** – to receive a report
- h. **The Glades** – to consider further a request to install a gate between 24 and 26 The Glades to deter cyclists
- i. **Bus Shelter Repairs** – to consider a quotation for replacing the Perspex in the bus shelter by The Bull

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** – 13 November
- b. **OALC Planning Training** – 21 November

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 26 December

16. Date of next meeting – Thursday 9 January 2019 at 7.30pm at Launton Primary School (please note change of location and not first Thursday of the month)

In Confidential Session (members of the public and Press will be excluded)

17. Staff Review – to review the Clerk's employment and salary

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