

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
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28 May 2020

Please note: due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually via Zoom (<https://zoom.us/>) Meeting ID: 766 0515 7135 (this is a different code from the April meeting) as permitted in the *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* ("the 2020 Regulations")

Councillors: You are hereby summoned to attend the Annual Meeting of the Parish Council to be held online at <https://us04web.zoom.us/j/76605157135> on **Thursday 4 June 2020 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 May 2020, 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. **Internal Audit Effectiveness** – to review the effectiveness of the Internal Auditor
- d. **Internal Auditor** – to consider the appointment of the Internal Auditor for the year 2020/21
- e. **Fixed Assets**
 - i. To agree to allocate responsibilities to inspect the Fixed Assets
 - ii. To agree to disposal of the old printer (retrospective)
- f. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

8. 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: 20/01177/TPO**

Proposal:	T1 - Poplar - Fell to near ground level to increase light levels within the garden - poor condition, reduced vitality, suppressed, cavity located within the main stem north-west at 2m, Ivy clad - subject to TPO 17/94
Location:	7 Forest Close, OX26 5DD
 - ii. **Application Number: 20/01227/F**

Proposal:	Two storey side extension
Location:	Timber House, Blackthorn Road, OX26 5DA
 - iii. **Application Number: 20/01262/F**

Proposal:	Change of Use of land to B8 Storage
Location:	Hare Leys Farm, Poundon Road, OX26 5AB
- b. **To note notices of decision**
 - i. **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:	Mulberry Homes, OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road
Approval of reserved matters subject to conditions (30 April)	
 - ii. **Application Number: 20/00475/F**

Proposal:	Variation of conditions 1 (approved plans) & 3 (use of buildings) of 19/02275/F - to allow the B1(a) (Business) use at the New Technical Site
Location:	Bicester Heritage, Buckingham Road, OX26 5HA
Permission for development subject to conditions (7 May)	
 - iii. **Application Number: 20/00786/LB**

Proposal:	Minor internal alterations to The Ammunition Store including the formation of 2 No structural openings (creating doorways) in an existing brick/ blockwork internal walls, infill of an existing doorway, partial infill of an existing door opening and refurbishment of existing kitchen and wc
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Location: Bicester Motion, Building 123, Bicester Heritage, Buckingham Road,
OX27 8AL

Listed building consent subject to conditions (7 May)

iv. Application Number: 19/02132/F

Proposal: Demolition of existing bungalow; erection of two storey, four bedroom detached dwelling

Location: Sport Villa Bicester Road, OX26 5DP

Permission for development subject to conditions (21 May)

9. Village Matters

a. Parish Hall and Lease

i. To receive a progress report

b. COVID19 Village Support

i. Emergency Relief Fund – to consider creating a Parish Council Emergency Relief Fund

ii. Progress Report – to receive a progress report and note any actions or expenditure necessary

c. East / West Rail – to receive a progress report and welcome a representative to report on the footpath closures

d. The Glades – to consider allowing the owners of 24 The Glades to extend their hard standing drive over Parish Council-owned land

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

11. Attendance at Meetings and Reports from meetings / courses

12. Reports

a. Chairman's Report

b. Clerk's Report

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

14. Date of next meeting – Thursday 2 July 2020 at 7.30pm online at

<https://us02web.zoom.us/j/76605157135> (meeting code: 766-0515-7135) or in Launton Parish Hall if possible

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