

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
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25 June 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 2 July 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 4 June 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 and the quarterly Budget Monitoring Report**
 - b. To acknowledge scrutiny and acceptance of the previously circulated bank statement**

- c. **Online Banking** – to consider a third Councillor operator for the online banking
- d. **Zoom** – to confirm the upgrade of Zoom to an annual subscription
- e. **Minute Book** – to consider the purchase of a new Minute Book
- f. **Bin Liner** – to consider the purchase of a metal liner for the bin outside Costcutter
- g. **Internal Financial Control** – to agree to defer inspection
- h. **Grant Requests** – to consider any grant applications received
- i. **Fixed Assets Review** – to receive reports from Councillors on the inspection of the Fixed Assets
- j. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

8. Governance

a. Policy Review

- i. Recording of Meetings Policy

b. NALC Code of Conduct Consultation – to consider a response to the consultation

9. Training – to consider attendance at OALC courses

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 applications have been received.

b. To note notices of decision

i. Application Number: 20/00821/LB

Proposal: New partition wall to kitchen and 2 no. doors.

Location: 52 West End, OX26 5DG

Listed building consent subject to conditions (4 June)

ii. Application Number: 20/00832/F

Proposal: Variation of condition 1 (plans) of 19/02275/F - to allow for external alterations

Location: Bicester Heritage, Building 141, Buckingham Road Bicester OX27 8AL

Permission for development subject to conditions (18 June)

iii. Application Number: 20/01026/F

Proposal: First floor roof extension/alterations to create two first floor bedrooms and bathroom

Location: 5 West End Launton OX26 5DF

Permission for development subject to conditions (19 June)

11. Village Matters

a. Parish Hall and Lease

- i. To consider and agree the Agreement to Lease and the final Lease
- ii. To consider the options surrounding taking out a Public Works and Loans Board Loan to fund the renovation work
- iii. Car Park – to receive a progress report
- iv. To receive a general progress report

- b. **COVID19 Village Support** – to receive a progress report and note any actions or expenditure necessary

- c. **East / West Rail** – to receive a progress report and welcome the EWR Liaison Officer
 - d. **Parish Path Warden** – to note and support the recruitment of a temporary Path Warden
 - e. **No cycling signs in Yew Tree Field** – to consider the request to install no cycling signs on the footpath
 - f. **Station Road Crossroads** – to consider the request of the installation of a mirror at the crossroads and yellow lines near the crossroads on Bicester Road
 - g. **War Memorial** – to consider maintenance of the memorial and to improve the surrounding area
 - h. **The Glades** – to receive a progress report
- 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**
- 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 23 July
- 16. Date of next meeting** – Thursday 6 August 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