

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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24 September 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 1 October 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. East / West Rail** – to receive a progress report from the EWR Liaison Officer
- 5. Reports from District and County Councillors**
- 6. To confirm the Minutes of the previous meeting held on 2 September 2020, previously circulated**
- 7. Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision

8. Finance

- a. **To receive the Finance Report**
- b. **To acknowledge scrutiny and acceptance of the previously circulated bank statement**
- c. **Grant Requests** – to consider any grant applications received
- d. **Salary Scales** – to note the NALC revised salary scales for the Clerk, the cost of living pay increase together with the back dated amount
- e. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

9. Governance and Consultations

- a. **Policy Review**
 - i. **Website Accessibility Statement** – to consider the statement to comply with the Accessibility Regulations
 - ii. **Emergency Plan** – to consider revision of the plan
- b. **Local Council Administration** – to consider the purchase of the latest, 12th, Edition and to sell the 11th Edition to Wendlebury Parish Council
- c. **Planning for the Future** (closes 29 October with responses to NALC by 15 October) – to consider a response to the MHCLG / NALC consultation on complete reform of the planning system
- d. **Transparency and competition: a call for evidence on data on land control** (closes 29 October with responses to NALC by 16 October) – to consider the NALC consultation

10. Training

- a. **OALC Courses** – to consider attendance
- b. **SLCC Conference** – to agree to make a contribution towards the Clerk attending the virtual conference between 12 and 16 October

11. 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: 20/02299/F**

Proposal:	Proposed single storey side extension with internal and external alterations
Location:	38 West End, OX26 5DG
- b. **To note notices of decision**
 - i. **Application Number: 20/01029/F**

Proposal:	Formation of a new access road off Bicester Road into Charbridge Lane Allotments and associated landscaping
Location:	Network Rail for Part Of Highway At Allotments Charbridge Lane Bicester
Permission for development subject to conditions (17 September)	
 - ii. **Application Number: 20/01904/TPO**

Proposal:	T4 & T5 Ash Trees - Crown reduce up to 4m. T6 Ash Tree - Remove large sucker growth - Subject to TPO 13/1999
Location:	Ash Grove House, West End, OX26 5DF
Consent under tree preservation order(s) subject to conditions (10 September)	

iii. Application Number: 20/01040/F

Proposal: Relocation of the highway access, rerouting of the driveway and relocation of the associated bunding at The Tythe Barn
Location: Network Rail for The Tythe Barn, Bicester Road, OX26 4SR
Permission for development subject to conditions (4 September)

12. Village Matters

a. Parish Hall and Lease

i. To consider and agree the Agreement to Lease and the final Lease

ii. Tables and Chairs – to consider an initial quotation for new chairs and tables for the hall subject to 12. a. iii.

iii. S106 Agreement – to consider requesting the S106 agreement funds reference number 13/00186/F for chairs and tables for the hall

iv. To receive a general progress report

b. Trees at the Poplars – to consider quotations for arboricultural work

c. The Glades – to receive a progress report

d. Village Support Group – to receive a progress report and note any actions or expenditure necessary

e. Village Remembrance Commemoration – to receive a progress report

f. War Memorial – to receive an update on the maintenance of the memorial

g. Signs for the 20 Zone lights – to consider working with school to hold a poster competition for signs for the backs of the lights

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

14. Attendance at Meetings and Reports from meetings / courses

15. Reports

a. Chairman's Report

b. Clerk's Report

16. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 22 October

17. Date of next meeting – Thursday 5 November 2020 at 7.30pm online at <https://us02web.zoom.us/j/76605157135> (meeting code: 766-0515-7135) or in Launton Parish Hall if possible

Jane Olds

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