

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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28 January 2021

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 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 Meeting of the Parish Council to be held online at <https://us04web.zoom.us/j/76605157135> on **Thursday 4 February 2021 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. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. 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 7 January 2021, 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. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

9. Governance and Consultations

- a. **Policy Review**
 - i. **Document Retention Policy and Procedure** – to review the policy
 - ii. **Planning pre-application Protocol** – to review the protocol
- b. **Communication Strategy** – to consider creating a small working group to formulate a strategy to review all methods of communication including written, website and Facebook
- c. **Meeting Dates** – to consider and agree the meeting dates for the forthcoming year including the Annual Parish Meeting
- d. **Census** – to further consider appointing a Councillor to be responsible for liaison and promotion of the 2021 Census

10. Training

- a. **OALC and SLCC Courses** – to consider attendance

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: 20/03709/F**

Proposal:	Raise the garage roof line; extension to the rear to increase the size of the kitchen - re-submission of 20/02794/F
Location:	Wits End, The Green, OX26 5EF
 - ii. **Application Number: 21/00137/F**

Proposal:	Rear extension with infill to ground floor area and new first floor extension, extend parking area and adapt and extend vehicle access to highway with removal of part of boundary wall
Location:	35 Sherwood Close, OX26 5DR
 - iii. **Application Number: 20/03655/DISC**

Proposal:	Discharge of Condition 11 (surface water drainage scheme) of 17/01173/OUT
Location:	Part OS Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road
 - iv. **Application Number: 20/03661/REM**

Proposal:	Variation of Condition 24 (bridge over the ditch within the public open space) of 19/02419/REM - Change of wording within the condition from “a bridge over the ditch” to “a culverted section over the ditch”
Location:	Part Os Parcel 4846 South East Of Launton Road And North East Of Sewage Works Blackthorn Road
 - v. **Application Number: 21/00212/F**

Proposal:	Proposed two storey and part single storey rear extension to dwelling
Location:	Crossways, Blackthorn Road, OX26 5DA

vi. Application Number: 21/00213/F

Proposal: Proposed extension to existing garage
Location: Ash Grove House, West End, OX26 5DF

b. To note notices of decision

None have been received

c. To note Public Inquiry

i. Application Number: 19/02550/F

Appeal Reference: APP/C3105/W/20/3259189

Proposal: 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, Bicester, Oxon

Appeal hearing to commence on Tuesday 9 February at 10am.

12. Village Matters

a. Parish Hall and Lease

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

ii. To receive a general progress report

b. Mulberry Homes – to receive a progress report

c. Noticeboards for the bus shelters – to consider quotations

d. Speed and traffic monitoring – to consider quotations for a VAS device

e. Weed spraying – to consider and agree the contract

f. Verge cutting – to consider the quotation for the rural verge cutting

g. Yew Tree Path – to receive a progress report

h. Village Tidy-up day – to note postponement

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

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

a. Elections Briefing – 26 January

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 18 February

17. Date of next meeting – Thursday 4 March 2021 at 7.30pm online at

<https://us02web.zoom.us/j/76605157135> (meeting code: 766-0515-7135)

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