

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

13 Oak Close
Bicester
OX26 3XD

01869 247171

clerk@launton-pc.gov.uk

25 February 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 March 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 4 February 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. **Website Domain Name, Hosting and Email** – to agree to continue with the current providers and consider a quotation for additional email storage
- d. **CDC Containing Outbreak Management Fund** – to consider projects appropriate for application
- e. **Grant applications** – to consider any grant applications received
- f. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

9. Governance and Consultations

- a. **Policy Review**
 - i. **Training and Development Policy** – to consider the adoption of the policy
 - ii. **Marking the Death of a Senior National Figure** – to consider the revised policy to take account of the current restrictions
- b. **Communication Strategy Working Group** – to consider membership of the working group
- c. **Elections Briefing** – to note the date of the Parish Council election as 6 May and receive a briefing
- d. **Census** – to receive a progress report
- e. **Local Transport and Connectivity Plan** – to consider the OCC Consultation www.oxfordshire.gov.uk/ltcpvision
- f. **Community First Oxfordshire Community Review** – to consider the CFO proposal

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: 20/02497/F**

Proposal:	Re-consultation - Amendments: Area of grasscrete and associated landscaping to form an extension to the Orchard Car Park.
Location:	Orchard Car Park, Bicester Heritage, Buckingham Road, OX27 8AL
- b. **To note notices of decision**
 - i. **Application Number: 20/03296/F**

Proposal:	First floor extension (over existing ground floor extension)
Location:	Hawthorn Cottage, Bicester Road, OX26 5DP
Refusal of permission for development	(12 February)
 - ii. **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
Permission for development	(23 February)
- c. **CDC Local Plan Review** – to complete the Village Services Questionnaire (by 31 March)

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. **Verge cutting** – to consider the quotation for the rural verge cutting
 - d. **Yew Tree Field** – to receive a progress report
 - e. **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. **Bicester Police Rural Community Resilience Group** – 24 March
To consider attendance
 - b. **GDPR Course** – Report 9 February
 - c. **Dealing with Challenging People & Situations** – Report 12 February
 - d. **NALC Leaders Talk: why representation in local councils matters** – Report 23 February
- 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 March
- 17. Date of next meeting** – Thursday 1 April 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