

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 March 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 1 April 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 March 2021, previously circulated**
- 7. 7 January 2021 Minutes** – to clarify a statement made in the 7 January Minutes regarding the Parish Hall Roadway under Cllr Corkin's report - Item 5

8. **Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision
9. **Finance**
- a. **To receive the Finance Report**
 - b. **To acknowledge scrutiny and acceptance of the previously circulated bank statement**
 - c. **2020/21 Unspent budget items** – to consider a virement of items budgeted to the new financial year
 - d. **Regular Payments** – to consider and approve the list including standing orders and direct debits
 - e. **Staff Salary and Expenses**
 - i. To agree continuing payment of the Clerk's salary by standing order
 - ii. To agree to confirm the rates for the Clerk expenses
 - f. **CDC Containing Outbreak Management Fund** – to receive a progress report
 - g. **Grant applications** – to consider any grant applications received
 - h. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule
10. **Governance and Consultations**
- a. **Risk Assessment** – to consider and agree the Risk Assessment for 2021/22
 - b. **Information Logs** – to review and note:
 - i. **Freedom of Information Disclosure Log**
 - ii. **Gifts and Hospitality Log**
 - iii. **Training and CPD Log**
 - c. **Policy Review**
 - i. **Standing Orders** – to consider the slight revisions to Section 5
 - ii. **Gifts and Hospitality Policy** – to review and re-adopt the policy
 - iii. **Complaints Policy** – to review and re-adopt the policy
 - d. **CDC Parish Remuneration Report for 21/22** – to consider the report and allowances
 - e. **Elections** – to receive an update
11. **Training**
- a. **OALC and SLCC Courses** – to consider attendance
12. **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: 21/00563/F**
 - Proposal: Minor amendments to approved application 20/02758/F to include additional South-East facing roof light over dressing area
 - Location: 37 Yew Tree Close, Launton, OX26 5AE
 - ii. **Application Number: 21/00634/F**
 - Proposal: A new temporary tensile structure is required directly behind building 1B. Landscaping works are required to the rear of buildings 1A and 1B, which involve concreting over the existing square gravelled areas and adding a new concrete ramped area for lorry vehicles to drive over.
 - Location: Arrival Automotive UK, 11 Longlands Road, Launton, OX26 5AH
 - iii. **Application Number: 21/00635/F**
 - Proposal: Arrival Automotive UK is a manufacturer of purpose build electric vehicles for commercial customers. This site will be used as an

automotive manufacturing plant and the following proposed MEP equipment is required: 2 No new private transformers to the front of buildings 1A and 1B and to the rear of these buildings 4 No HVAC units and ducting attached to the buildings, 1 No water test booth, 1 No pump house, 1 No sprinkler tank and 1 No guard hut
Location: Arrival Automotive UK - Plot 1A, 10 Longlands Road, Launton, OX26 5AH

iv. Application Number: 21/00744/F

Proposal: Change of use from Sui Generis MOD use to Class B2 / E to create workshop and office space

Location: Building 118, Bicester Heritage, Buckingham Road, OX27 2AL

v. Application Number: 21/00602/F

Proposal: Proposed demolition of existing conservatory and erection of single storey extension to front of existing bungalow

Location: 31 Ancil Avenue, OX26 5DL

b. To note notices of decision

i. 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

Permission for development (15 March)

ii. Application Number: 21/00212/F

Proposal: Proposed two storey and part single storey rear extension to dwelling

Location: Crossways, Blackthorn Road, OX26 5DA

Permission for development (16 March)

iii. Application Number: 21/00213/F

Proposal: Proposed extension to existing garage

Location: Ash Grove House, West End, OX26 5DF

Permission for development (17 March)

iv. 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

Permission for development (19 March)

13. 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

- 14. Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required
- 15. Attendance at Meetings and Reports from meetings / courses**
- a. **NALC Leaders Talk: why representation in local councils matters** – Report 23 February
 - b. **OALC talk with Unity Trust Bank** – 22 March
 - c. **Bicester Police Rural Community Resilience Group** – 24 March
- 16. Reports**
- a. **Chairman's Report**
 - b. **Clerk's Report**
- 17. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Thursday 29 April
- 18. Date of next meeting** – Thursday 13 May 2021 at 7.30pm, if at all possible, 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