

LAUNTON PARISH COUNCIL

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Parish Clerk
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23 April 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 an Additional Meeting of the Parish Council to be held online at <https://us04web.zoom.us/j/76605157135> on **Thursday 29 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. Finance

a. To receive the year end finance report and budget monitoring report

b. Statement of Accounts – to consider and approve the Statement of Accounts for the year ending 31 March 2021

c. Internal Audit – to receive the report and review framework from the Internal Auditor

d. AGAR Signature Redaction – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns

- e. **External Audit** – to consider the 2020/21 AGAR for submission to the External Auditor
 - i. **Annual Governance Statement** - to consider the questions and respond accordingly
 - ii. **Accounting Statements** - to consider and agree the accounting statement figures
 - iii. **Electors' Rights** – to consider and approve the dates
 - iv. **Statement of Variance** – to consider the draft Statement of Variance
 - f. **Budget** – to agree the budget for 2021/22
 - g. **Reserves** – to consider the Policy and confirm the reserves for 2021/22
 - h. **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule which are not able to wait until the May meeting
- 5. 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: 21/01078/F**

Proposal: Ground floor single-storey rear extension
 Location: 19 Yew Tree Close, OX26 5AE
 - ii. **Application Number: 21/01155/F**

Proposal: First floor rear extension (over existing ground floor extension) – re-submission of 20/03296/F
 Location: Hawthorn Cottage, Bicester Road, OX26 5DP
- 6. 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**
- 7. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Thursday 29 April
- 8. Date of next meeting** – either Thursday 13 May or Thursday 20 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