

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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27 August 2021

Councillors: You are hereby summoned to attend the Meeting of the Parish Council to be held at Launton Parish Hall on **Thursday 2 September 2021** at 7.30pm for the purpose of transacting the business itemised below.

Members of the Public: 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.

All Attendees: To protect everyone as much as possible, there will be special arrangements for everyone attending:

- all attendees to take a lateral flow test prior to the meeting if at all possible;
- all attendees to enter through the main doors and use the hand sanitiser;
- windows to be kept open;
- the tables for Councillors will be well-spaced;
- a table near the main doors will be available to collect meeting papers on entry;
- the public chairs will be spaced out nearest the main door;
- all attendees are requested to wear masks into the building and only take them off once seated or speaking.

AGENDA

1. To receive 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. Minutes – to confirm the Minutes of the meeting held on 5 August, 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. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements for August
 - c. **External Audit Conclusion** – to receive the report and certificate from the External Auditors
 - d. **Fixed Assets** – to receive the reports on the inspection of the Fixed Assets
 - e. **Data Projector** – to consider the purchase of a data projector for presentation of documents to in-person meetings together with a bag for transportation
 - f. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule
9. **Governance and Consultations**
 - a. **Councillor appointments** – to consider and agree Councillor responsibilities within the Parish Council and external bodies
 - i. **Councillor Responsible for Internal Financial Control**
 - ii. **Fete Committee**
 - b. **Policy Review** – to review:
 - i. **Media and Press Policy**
 - ii. **Meeting Attendance Policy**
10. **Training**
 - a. **OALC** – to consider any further training offered by OALC
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: 21/02551/F**

Proposal:	Demolition of the existing garage; the conversion, alteration, and repair of the existing barn and the erection of a single storey side extension to the existing barn to form ancillary accommodation relating to the main house - Yew Tree Farmhouse
Location:	Yew Tree House, Station Road, OX26 5DX
CDC URL:	https://planningregister.cherwell.gov.uk/Planning/Display/21/02551/F
 - ii. **Application Number: 21/02447/F**

Proposal:	Proposed side and rear extensions and raising the roof slightly to accommodate bedrooms at 1st floor level
Location:	30 Ancil Avenue, OX26 5DJ
CDC URL:	https://planningregister.cherwell.gov.uk/Planning/Display/21/02447/F
 - iii. **Application Number: 21/02660/TCA**

Proposal:	T1 x Laburnum - Carefully sectional dismantle and fell to ground level. G1 x Sycamore - Fell. G2 x Purple leaved Plum, Cypress and Sycamore - Fell to ground level. G3 x Mixed species - Clear vegetation to provide clear view to signs. Fell all
Location:	Bicester Heritage, Buckingham Road Bicester small diameter saplings directly adjacent FP. Clear vegetation around bus stop to give 1.0m minimum clearance.

iv. Application Number: 21/02443/F

Proposal: Variation of condition 2 of 18/01345/F - Minor amendments to Plot 2 only. Changes to internal layout and elevations. Addition of one window to front elevation, change of porch to oak framed and addition of orangery. Additional accommodation at loft level

Location: Land South West Of South Riding, Station Road, Launton

CDC URL: <https://planningregister.cherwell.gov.uk/Planning/Display/21/02443/F>

b. To note notices of decision – as itemised on the Planning Report

i. Application Number: 21/02057/LB

Proposal: Removal of a structural wall and installation of new structural roof supports.

Location: Building 129, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL

Listed building consent subject to conditions (9 August)

ii. Application Number: 21/02207/F

Proposal: Proposed Sun Lounge to rear of property

Location: 38 Yew Tree Close, OX26 5AE

Refusal of permission (19 August)

iii. Application Number: 21/01921/F

Proposal: Variation of condition 2 (plans) of 18/01345/F - Change condition to reflect amended floor layout for Plot 1 only. The changes to the internal layout has required minor movement of windows. A plant room has been added behind garage to accommodate thermal store, MVHR and additional electrical works for ASHP, solar and underfloor heating, bringing the garage forward approx 1m

Location: Land South West Of South Riding, Station Road, Launton

Permission for development subject to conditions (23 August)

c. OCC Planning Consultation – to consider the Oxfordshire 2050 consultation (URL: <https://www.oxfordshireopenthought.org/oxfordshire-plan>)

12. Parish Hall Project

- a. Parkinson Partnership VAT Advice** – to consider a quotation from Parkinson Partnership to review the VAT implications of the project
- b. To receive a general progress report**

13. Village Matters

- a. Mulberry Homes** – to receive a progress report
- b. Yew Tree Field** – to receive a progress report
- c. Dog bins** – to consider placement of the playing field bin and reminder notices
- d. Footpath Warden Report** – to note receipt of the written report
- e. Launton Litter Pick** – to agree to hold a litter pick on 25 September and to ask the WI to provide refreshments
- f. 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. **CPRE** – Oxfordshire Plan 2050 Event, Thursday 19 August 7pm
- b. **BBOWT** – Cherwell and Ray catchment partnership meeting online on Monday 6 September 10 – 12.30.
- c. **OCC** – Oxfordshire Plan Webinars either 8 September (12noon – 1.30pm) or 9 September (6 – 7.30pm)
- d. **Bicester Police Rural Resilience Group** – 8 September at 7pm in Piddington Village Hall
- e. **CDC Parish Liaison Meeting** – 10 November

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 23 September

18. Date of next meeting – Thursday 7 October 2021 at 7.30pm, in Launton Parish Hall

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