

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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28 April 2022

Councillors: You are hereby summoned to attend the Annual Meeting of the Parish Council to be held in **Launton SCHOOL Hall** on **Thursday 5 May 2022** 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.

AGENDA

1. **To elect the Chairman for the year 2022/23**
2. **To elect the Vice Chairman for the year 2022/23**
3. **To receive apologies for absence**
4. **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).
5. **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.
6. **East West Rail** – to receive a progress report from the EWR Liaison Officer
7. **Reports from District and County Councillors**
8. **Minutes** – to confirm the Minutes of the meeting held on 7 April, previously circulated
9. **Update on progress from the Minutes** – the Clerk / Chairman to report on progress of outstanding items which do not require further decision
10. **Finance**
 - a. **To receive the Finance Report**

- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Grants** – to consider a grant request from the Friends of Island Pond Wood for grass cutting
- d. **Parish Hall Hire** – to consider an increase in the contribution to the Parish Hall Hire quarterly costs
- e. **Statement of Accounts** – to consider and approve the Statement of Accounts for the year ending 31 March 2022
- f. **Internal Audit** – to receive and review the report from the Internal Auditor
- g. **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
- h. **External Audit** – to consider the 2021/22 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
- i. **Insurance Renewal** – to consider and agree the renewal for 2022/23
- j. **SSEN Resilient Communities Fund** – to consider whether to make an application to the fund (closes 1 June)
- k. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

11. Governance and Consultations

- a. **Staffing Committee** – to agree a date
- b. **Scheme of Delegation** – to review the scheme of delegation to come into effect in the event that the Parish Council is unable to meet
- c. **Parish Council Appointments** – to consider Councillor representation for the following organisations
 - i. **Island Pond Wood** – to consider and agree the appointment
 - ii. **Parish Hall Working Group** – to consider and agree the appointment
 - iii. **Village Fete Committee** – to consider and agree the appointment

12. Training

- a. **OALC and SLCC** – to consider any further training offered by OALC and SLCC

13. 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: 22/01006/F**

Proposal:	Installation of new glazed doors to existing opening
Location:	Hero Building, 82 Hero Bicester Heritage, Buckingham Road, OX27 8AL
URL:	https://planningregister.cherwell.gov.uk/Planning/Display/22/01006/F
- b. **To note notices of decision**
 - i. **Application Number: 22/00398/F**

Proposal:	A double storey side extension by converting existing garage. New window to the front of the property where the garage door currently sits and a new 1st floor bathroom window to the rear of the property. Single storey extension at the rear of the property. Single storey extension to the front of the property to bring the line of the property in line with the current garage and porch. The property will be
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rendered at the front, side and 1st floor at the rear of the property.
The single storey rear extension will remain brick.

Location: 3 Chestnut Close, OX26 5DE
Permission for development subject to conditions (13 April)

ii. Application Number: 21/04112/OUT

Proposal: Outline application for the erection of up to 65 dwellings (Use Class C3), including up to 8 live-work dwellings, public open space, access, infrastructure and demolition of existing building (all matters reserved except principle means of access from Station Road)
Location: OS Parcel 2778 Grange Farm North West Of Station Cottage, Station Road, Launton
Refusal of permission for the development (22 April)

iii. Application Number: 22/00573/F

Proposal: The removal of existing outbuildings and the erection of a single storey outbuilding and the restoration and extension of the existing garden wall to the rear of Freeman House
Location: Freeman House, 54 West End, OX26 5DG
Permission for development subject to conditions (25 April)

iv. Application Number: 22/00698/F

Proposal: The repair, extension and alteration of Building 144 and the change of use from Sui Generis MOD use to office (Class E).
Location: Building 144, Bicester Heritage, Buckingham Road, Bicester
Permission for development subject to conditions (25 April)

c. Graven Hill Employment Site – to consider meeting with the developers

14. Parish Hall Project

- a. Planning Application** – to consider submitting a planning application to Cherwell District Council
- b. Progress report** – to receive a report

15. Village Matters

- a. Mulberry Homes** – to receive a progress report
- b. Queen's Platinum Jubilee** – to consider further how to commemorate the occasion
- c. Speedwatch** – to consider a proposal

16. Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required (other than adding to the agenda for a future meeting)

17. Attendance at Meetings and Reports from meetings / courses

- a. Cherwell & Ray Catchment Partnership** – 16 May
- b. CDC Parish Liaison Meeting** – 8 June (evening) at Bodicote House

18. Reports

- a. Chairman's Report**
- b. Clerk's Report**

19. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 26 May

20. Date of next meeting – Thursday 9 June 2022 at 7.30pm, in Launton Parish Hall (**Please note change of date**)

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