

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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4 November 2022

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in **Launton School Hall** on **Thursday 10 November 2022** at 7.30pm for the purpose of transacting the business itemised below.

Members of the Public: Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. 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 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 6 October 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. Governance and Consultations

a. **Councillor Vacancy** – to consider the vacancy and any applications for co-option

b. **Community Governance Review** – to note the conclusions

c. **Policy Review**

i. **Data Protection Policy and Disclosure Log** – to review the policy

d. **Emergency Plan** – to consider and adopt the revised Emergency Plan

9. Finance

- a. **To receive the Finance Report**
- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Budget Monitoring** – to consider the budget monitoring to end of September
- d. **Internal Financial Control** – to receive a report from the Councillor Responsible for Internal Financial Control
- e. **External Auditor** – to note that Moore has been appointed as the External Auditor for the next five years
- f. **Staff Salary** – to note the NALC revised cost of living salary scale for the Clerk for 2022/23 together with the amount backdated to April
- g. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

10. Launton Lines Grant – to consider an application from the Launton Communications Group for financial support for *Launton Lines*

11. Training

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

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: 22/02973/F**

Proposal:	Two storey extension to rear of existing cottage and internal refurbishment (resubmission of 19/01069/F)
Location:	12 Sharpes Cottages, Station Road, OX26 5BU
URL:	https://planningregister.cherwell.gov.uk/Planning/Display/22/02973/F
- b. **To note notices of decision**
 - i. **Application Number: 21/02097/F**

Proposal:	Demolition of existing bungalow and construction of 4 new dwellings. Existing vehicular access to be widened
Location:	Salamanca, Bicester Road, OX26 5DQ
Permission for development subject to conditions (7 October)	

13. Parish Hall Project

- a. **Progress report** – to receive a report

14. Village Matters

- a. **Traffic**
 - i. **Speedwatch project** – to receive a progress report
 - ii. **Traffic Issues** – to receive a progress report
 - iii. **Traffic Survey** – to receive a report from the village transport representative
- b. **Bus Shelter by The Bull** – to consider a quotation for the renovation of the shelter
- c. **Bins** – to receive an update on the installation of the new bins
- d. **Island Pond Wood** – to receive a report from the appointed Councillor
- e. **Congregational Chapel War Memorial** – to receive a report

15. 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)

16. Attendance at Meetings and Reports from meetings / courses

- a. **OALC Internal Controls Course** – 20 October
- b. **Police Rural Resilience Meeting** – 26 October
- c. **SLCC Conference** – 1 – 3 November
- d. **OALC Councillor Fundamentals Course** – 8 November
- e. **CDC Parish Liaison Meeting** – Thursday 17 November 6pm – 8pm (via Teams)
- f. **CDC Code of Conduct Training** – Wednesday 23 November
- g. **OCC Vision Zero Summit** – Thursday 25 November 9.30am – 4.15pm, The Kings Centre, Osney Mead, Oxford, OX2 0ES
- h. **CDC LGA Corporate Peer Challenge** – Thursday 1 December – 11.30am – 12.30pm, Bodicote House
- i. **Staffing Committee** – to agree a meeting date

17. Reports

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

18. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 24 November.

19. Date of next meeting – Thursday 1 December 2022 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