

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

29 December 2022

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 5 January 2023** 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 Council meeting together with the Minutes of the Staffing Committee, both held on 1 December, 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. Code of Conduct

- a. **Adoption of the revised Code of Conduct** – to consider adopting the Code of Conduct recently adopted by Oxfordshire County Council and Cherwell District Council as the code for members and co-opted members of Launton Parish Council. This will replace the current Code of Conduct
- b. **Monitoring Officer notification** – to note that the Clerk will inform the Monitoring Officer of the adoption

- c. **Register of Members' Interests Forms** – to note that new Register of Members' Interests forms must be completed in line with the new Code of Conduct

9. Governance and Consultations

- a. **Councillor Vacancy** – to consider the vacancy and any applications for co-option
- b. **Meeting Dates** – to consider the meeting dates for the forthcoming year
- c. **Telephone connection for the Clerk** – to consider quotations for a VOIP connection
- d. **Policy Review**
 - i. **Communication Policy** – to consider the Policy

10. Finance

- a. **To receive the Finance Report and Quarterly Budget Monitoring Report**
- b. **Bank statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Draft budget** – to consider the draft budget for 2023/24
- d. **Precept** – to consider and agree the setting of the Precept level for 2023/24
- e. **Grant applications** – to consider any grant applications received
- f. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

11. Training

- a. **NALC, OALC and SLCC** – to consider any further training offered by OALC, NALC and SLCC
 - i. **SLCC Practitioners' Conference** – 1 – 2 February

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. **None currently received**

b. **To note tree application received on 19/12 and decided on 23/12**

i. **Application Number: 22/03809/TCA**

Proposal: T5 x Sycamore- Subject to once only light canopy. Reduce by 2m to reduce wind loading whilst the rootplate can regrown and compensate.

Location: Building 144, Bicester Heritage, Buckingham Road, OX26 5HA

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/22/03809/TCA>

c. **To note notices of decision**

i. **Application Number: 22/02333/F**

Proposal: Existing roof raised half a storey to create new first floor. Side extension and single storey rear extension.

Location: Janstead, Bicester Road, OX26 5DP

Permission for development subject to conditions (9 December)

ii. **Application Number: 22/01428/F**

Proposal: Formation of a new access road on land north east of Bicester Road roundabout.

Location: Part Land East And Adj To Roundabout At Junction Of Bicester Road, Launton

Permission for development subject to conditions (23 December)

13. Parish Hall Project

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

14. Weed Spraying – to consider and agree the contract

15. Village Matters

- a. **Traffic** – to receive a progress report
- b. **Spring Village Tidy-up Day** – to consider a date, request supplies and ask the WI to provide refreshments
- c. **King's Coronation** – to consider how to commemorate the King's Coronation on 6 May 2023

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. **CPRE** – online discussion regarding CDC Local Plan – 26 January 6-7pm

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 19 January.

20. Date of next meeting – Thursday 2 February 2023 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