

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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26 January 2023

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 2 February 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 held on 5 January, 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. **Telephone connection for the Clerk** – to consider further options
- c. **Policy Review** – to consider review of the following policies
 - i. **Document Retention Policy and Retention List**
 - ii. **Planning Pre-application Protocol**

10. Finance

- a. **To receive the Finance Report** – for information
- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **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

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: 22/03873/F**

Proposal: Installation and operation of a renewable energy generating station comprising ground-mounted photovoltaic solar arrays and battery-based electricity storage containers together with a switchgear container, inverter/transformer units, Site access, internal access tracks, security measures, access gates, other ancillary infrastructure and landscaping and biodiversity enhancements."

Location: Land North And Adjacent To Mill Lane, Stratton Audley

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/22/03873/F>

- ii. **Application Number: 23/00052/F**

Proposal: New detached outbuilding including replacement boundary wall with new natural stone.

Location: Squires House, Station Road, OX26 5DX

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/00052/F>

- iii. **Application Number: 22/01643/F**

Proposal: Variation of Conditions 10 (access), 11 (revised energy strategy) & 12 (training and employment plan) of 18/01253/F

Location: Bicester Heritage, Buckingham Road, OX27 8AL

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/22/01643/F>

- b. **To note notices of decision**

- 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

Permission for development subject to conditions (6 January)

ii. Application Number: 21/02551/F and 21/02552/LB

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

Permission for development subject to conditions (19 January)

iii. Application Number: 22/03368/F

Proposal: Removal of existing flat roof and construction of pitched roof to match existing

Location: 34 Blenheim Drive, OX26 5EA

Permission for development subject to conditions (24 January)

c. Cherwell Local Plan – to receive a report

13. Parish Hall Project

- a. Arboricultural Method Statement – to consider quotations**
- b. Progress report – to receive a report**

14. Weed Spraying – to consider and agree the contract

15. Village Matters

- a. Speedwatch – to receive a progress report**
- b. Public Rights of Way – to receive an update from the Footpath Wardens**
- c. Spring Village Tidy-up Day – to consider a donation to the WI for refreshments**

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**
- b. NALC Community Engagement Webinar – 25 January**
- c. A41 Ploughley Road Project Public Exhibition – 2 February**

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 23 February.

20. Date of next meeting – Thursday 2 March 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