

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

13 Oak Close
Bicester
OX26 3XD
07305 303889
clerk@launton-pc.gov.uk

23 February 2023

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 2 March 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 2 February, 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. **Elections** – to receive a report about the forthcoming elections (4 May)
- c. **Telephone connection for the Clerk** – to receive an update
- d. **Policy Review**
 - i. **Training and Development Policy**
- e. **Launton Arms: Asset of Community Value** – to note that no request had been received

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 any further grant requests
 - i. **Clean Slate**
 - ii. **Launton Over 60s Club**
 - iii. **Friends of Island Pond Wood** – for annual grass cutting assistance
- d. **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
- b. **Financial Introduction to Local Council Administration (FILCA)** – to note the Clerk's qualification

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: 23/00258/F**

Proposal:	Installation of solar panels, replacement of a shutter door with a bi-fold window, installation of an air vent, installation of equipment and external storage enclosures and associated works
Location:	Building 148 The Command Works, Bicester Heritage, Old Skimmingdish Lane, OX27 8FZ
URL:	https://planningregister.cherwell.gov.uk/Planning/Display/23/00258/F
 - ii. **Application Number: 23/00449/F**

Proposal:	Single storey side and front extension. Insulated external render added to existing house. Existing garage rendered. New pitched roofs over existing doors and increased dormer cheek insulation. Existing roof tiles replaced - re-submission of 22/03359/F
Location:	Old Paddock, Bicester Road, OX26 5DP
URL:	https://planningregister.cherwell.gov.uk/Planning/Display/23/00449/F
- b. **To note notices of decision**
 - i. **Application Number: 22/03333/F and 22/03335/LB**

Proposal:	Demolition of existing rear extensions. Demolition of existing detached barns. Part two storey, part single storey extension to dwellinghouse, alterations to existing ancillary buildings and construction of new carport and swimming pool
Location:	Box Tree Farm, Station Road, OX26 5DX
Application withdrawn (10 February)	

ii. 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
Permission for development subject to conditions (20 February)

13. Parish Hall Project

- a. **Continuance of Architects' Design Proposal** – to consider the continuance of the project from Stage J outlined in the original Fee Quotation provided by PCMS Design
- b. **Parish Hall Project Reserves** – to agree a virement of £7,643 from the Reserves to pay the E-H stages of the architect's fee
- c. **Progress report** – to receive a report

14. Village Matters

- a. **Speedwatch** – to receive a progress report
- b. **Road Matters** – to receive a progress report
- c. **Dog bin provision** – to consider a review of the provision of the dog waste bins

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

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 23 March.

19. Date of next meeting – Thursday 6 April 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