

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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25 May 2023

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Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 1 June 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 11 May, 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 Co-option** – to consider the vacancy and any applications for co-option resulting from the uncontested election
 - b. **Local Council Award Scheme** – to consider applying for accredited status
 - c. **Internal Auditor** – to review effectiveness of the Internal Audit
 - d. **Policy Review** – to review the policies
 - i. **Document Retention Policy and Procedure**

9. Finance

- a. **To receive the Finance Report**
- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Internal Financial Controls** – to receive a report from the Councillor responsible for internal financial controls
- d. **Invoices for payment** – to consider and approve invoices for payment itemised on the Payment Schedule

10. Staff Update – to note the Clerk's working days

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

None had been received.

b. To note notices of decision

i. **Application Number: 22/03428/LB**

Proposal: Proposed single storey extension with internal & external alterations
Location: Freeman House, 54 West End ,OX26 5DG
Listed building consent subject to conditions (9 May)

Application Number: 22/03427/F at above address – application withdrawn

13. Parish Hall Project

- a. **To consider the tenders received by the architect for the refurbishment**
- b. **Progress report** – to receive a report
- c. **Broadband connection** – to consider a proposal and quotations

14. Village Matters

- a. **Launton Environmental Society** – to receive a presentation
- b. **Friends of Island Pond Wood** – to consider a change in the terms regarding the grant given for the grass cutting
- c. **Traffic Issues**
 - i. **Speedwatch** – to receive a progress report
 - ii. **Speed Indicator Device** – to consider asking OCC for assistance in the purchase of a Speed Indicator Device
 - iii. **20mph Zone** – to receive an update

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. **CDC Planning Development Focus Group** – 31 May (virtual)
- b. **CDC Parish Liaison Meeting** – 14 June at Bodicote House, Banbury
- c. **OALC AGM** – Monday 3 July at Beckley and Stowood Village Hall

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 22 June.

19. Date of next meeting – Thursday 6 July 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