

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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28 June 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 6 July 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 1 June, 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. **Fixed Assets** – to agree to allocate responsibilities for inspection of the Fixed Assets
- c. **Policy Review** – to review the policies
 - i. **Equality and Diversity Policy**
 - ii. **Internal Audit Terms of Reference**

9. Finance

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

10. Training

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

11. 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: 23/01492/F**
Proposal: Proposed new agricultural barn
Location: Folly Cottage, Station Road, OX26 5EH
URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/01492/F>
 - ii. **Application Number: 23/01661/F and 23/01662/LB**
Proposal: Repairs and refurbishment of West End Farmhouse including re-roofing, replacement of existing rooflights with conservation design including additional rooflight, complete external re-pointing of external stonework, enclosure of rear open porch including repairs to flat roof and installation of flat rooflight, internal alterations to form plantroom, the repositioning of one door opening to existing bathroom, the replacement of existing gypsum plaster internally with lime plaster and the installation of heat pump
Location: West End Farm House, 56 West End, OX26 5DG
URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/01661/F>
and <https://planningregister.cherwell.gov.uk/Planning/Display/23/01662/LB>
 - iii. **Application Number: 23/01667/F and 23/01668/LB**
Proposal: Replacement windows and external doors
Location: West End Farm House, 56 West End, Launton, Bicester, OX26 5DG
URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/01667/F>
and <https://planningregister.cherwell.gov.uk/Planning/Display/23/01668/LB>
- b. **To note notices of decision**
None received

12. Parish Hall Project

- a. **Progress report** – to receive a report
- b. **Grant Applications** – to consider making applications to grant giving bodies for the project works including the Community Ownership Fund, the National Lottery and the SSEN Community Resilience Fund
- c. **Broadband connection** – to consider the Gigaclear Community Hub agreement for the free broadband to the Hall for a year

- 13. Climate Emergency** – to consider declaring a Climate Emergency and a Biodiversity Emergency acknowledging that humanity is currently in a state of climate and biodiversity crisis.
- 14. Village Matters**
- a. **Highway and Traffic Issues** – to receive a general update
 - i. **Pavement renovation** – to note that the pavement on Bicester Road outside Church towards Charbridge Lane is due for renovation between 24 July and 4 August
 - ii. **20mph village area request** – to receive an update
 - iii. **Speedwatch** – to receive a progress report
 - b. **Community Tree Care Volunteers** – to note the OCC project and consider appointing a volunteer tree warden
- 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 Parish Liaison Meeting** – 14 June at Bodicote House, Banbury
 - b. **OALC** – OCC Day 27 June - Oxford
 - c. **OALC AGM** – Monday 3 July at Beckley and Stowood Village Hall
 - d. **Highway Maintenance Open Day** – 15 July at Drayton Depot
- 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 20 July.
- 19. Date of next meeting** – Thursday 3 August 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