

# LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk  
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30 August 2023

**Councillors:** You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 7 September 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 3 August, 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. **Policy Review** – to review the policies

i. **Media and Press Policy**

ii. **Meeting Attendance Policy**

## 9. Finance

- a. **To receive the Finance Report**
- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **External Auditor Report and Certificate** – to receive the report and certificate for the 22/23 financial year
- 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: 23/02092/ADV**

Proposal: RETROSPECTIVE - 1 No luminated fascia sign to front elevation at first floor level

Location: Building 148, The Command Works, Bicester Heritage, Old Skimmingdish Lane, OX27 8FZ

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/02092/ADV>

- ii. **Application Number: 23/02097/F**

Proposal: Installation of solar panels, the replacement of a shutter door with a bi-fold window, roller shutter alterations, the installation of air vents, the installation of external storage enclosures, installation of flues, signage, and associated works (follow up to 23/00258/F)

Location: Building 148 The Command Works, Bicester Heritage, Old Skimmingdish Lane, OX27 8FZ

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/02097/F>

- iii. **Application Number: 23/02158/F**

Proposal: Proposed two storey & single storey rear extension and detached garage / workshop at the rear

Location: 4 Bicester Road, OX26 5DP

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/02158/F>

- iv. **Application Number: 23/02046/F**

Proposal: Single storey and two storey rear extension

Location: 33 West End, OX26 5DF

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/23/02046/F>

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

- i. **Application Number: 23/00482/F and 23/00483/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 - re-submission of 22/03335/LB

Location: Box Tree Farm, Station Road, OX26 5DX

Permission for development subject to conditions and Listed Building Consent (3 August)

**ii. Application Number: 23/01667/F and 23/01668/LB**

Proposal: Replacement windows and external doors  
Location: West End Farm House, 56 West End, OX26 5DG  
Refusal of development (25 August)

**12. Parish Hall Project**

- a. **Progress report** – to receive a report
- b. **Broadband connection** – to receive a progress report

**13. Village Matters**

- a. **Highway and Traffic Issues** – to receive a general update
- b. **Speedwatch** – to receive a progress report
- c. **Salt and Grit Bin Provision** – to consider whether an additional bag of salt or any new bins are required
- d. **Kissing Gate by the Church** – to consider a quotation for the painting of the kissing gate by the Church on Bicester Road
- e. **Bench by War Memorial** – to consider a quotation for a remedial repair
- f. **Village Gates** – to receive a report

**14. 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)

**15. Attendance at Meetings and Reports from meetings / courses**

- a. **Community First Oxfordshire** – Autumn Conference and AGM – 15 September in Chesterton
- b. **OCC Highways Depot Open Day** – 16 September at Drayton
- c. **SLCC National Conference** – 11 / 12 October
- d. **CDC Town and Parish Charter Conference** – 26 October (time tbc)

**16. Reports**

- a. **Chairman's Report**
- b. **Clerk's Report**

**17. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Thursday 21 September.

**18. Date of next meeting** – Thursday 5 October 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