

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

25 October 2023

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 2 November 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 October, 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. **Fixed Assets** – to receive the additional inspection reports

b. **Policy Review** – to review the policies

i. **Debit Card Use Policy**

c. **Oxfordshire County Council Grass Cutting Agreement** – to consider the revised agreement and policy

9. Finance

a. To Receive the Finance Report

- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Draft Budget** – to consider holding an informal briefing session
- 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

None received

b. To note notices of decision

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

Permission for development subject to conditions (2 October)

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

Permission for development subject to conditions (4 October)

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

Permission for development subject to conditions (9 October)

iv. Application Number: 23/01941/F

Proposal: Variation of Condition 3 (plans) of 19/02708/OUT - To vary the approved parameter plans

Location: Bicester Heritage, Buckingham Road, Bicester

Permission for development subject to conditions (12 October)

- c. **Cherwell Local Plan** – to consider the response to the consultation (closes 3 November)

12. Parish Hall Project

- a. **Progress Report** – to receive a report
- b. **Management Decisions** – to consider

- i. **Energy and Water Supply**
 - ii. **Insurance Quotation**
 - iii. **Bank Account Management**
 - c. **Policy Development** – to consider policies necessary for the running of the Hall
 - d. **Broadband Connection** – to receive a progress report
- 13. Climate Emergency**
- a. **Report** – to receive a progress report
 - b. **Biodiversity Policy** – to consider the draft policy for implementation
- 14. Remembrance** – to note the Remembrance Day commemoration
- 15. Village Matters**
- a. **Highway and Traffic Issues**
 - i. **Speed Indicator Devices and Traffic management** – to receive a general update
 - ii. **Speedwatch** – to receive a progress report
 - b. **Village upkeep**
 - i. **Sherwood Close** – to consider a quotation for the regular shrubbery maintenance work and for additional work on the area by the wall
 - ii. **The Glades** – to consider a quotation for the regular shrubbery maintenance work
 - iii. **The Poplars** – to consider a quotation for the regular maintenance work
 - c. **D-Day Commemoration** – to consider commemorating the 80th anniversary
- 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. **SLCC National Conference** – 11 / 12 October
 - b. **Bicester Rural Resilience Meeting** – 17 October
 - c. **OCC Town and Parish Charter Conference** – 26 October
 - d. **Age UK AGM** – 3 November
 - e. **CDC Parish Liaison Meeting** – 8 November
 - f. **Healthy Bicester Stakeholder Event** – 6 March 2024 (10am – 1pm at John Paul II Centre)
- 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 November.
- 20. Date of next meeting** – Thursday 7 December 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