

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

13 Oak Close
Bicester
OX26 3XD

07305 303889

24 January 2024

clerk@launton-pc.gov.uk

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 1 February 2024** 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 4 January, 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. **OCC / OALC Councils' Charter** – to consider a response to the consultation (closes 11 February)
- b. **CDC Planning Application Validation Checklist** – to consider a response to the consultation (closes 11 March)
- c. **Website Review** – to appoint two Councillors to review the content of the website (as per the Website Policy)

9. Finance

- a. **To receive the Finance Report**
- b. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- c. **Electronic payment device** – to receive an update
- 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 consider whether to make further representation to an appeal**

- i. **Application Number: 23/01667/F – Appeal Ref: APP/C3105/W/23/3331379**

Proposal: Replacement windows and external doors

Location: West End Farm House, 56 West End, OX26 5DG

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

- i. **Application Number: 23/03120/LB**

Proposal: Re-roof of main house and dairy to include insulation and bat mitigation measures, replace existing rooflights with new conservation style rooflights and install new clay chimney pots on existing chimneys

Location: West End Farm House, 56 West End, OX26 5DG

Listed building consent subject to conditions (8 January 2024)

12. Parish Hall Project

- a. **Management Committee** – to consider the terms of reference and membership composition
- b. **Progress report** – to receive a report
- c. **Management Decisions**
 - i. **Cleaning** – to consider setting up an account for cleaning supplies
- d. **Policies** – to consider new policies for the management of the Hall
- e. **Broadband connection** – to receive a progress report

13. Climate Emergency

- a. **Report** – to receive a progress report

14. Weed Spraying – to consider and agree the contract

15. Village Matters

- a. **Highway and Traffic Issues**
 - i. **Bicester Road Resurfacing** – to receive a progress report
 - ii. **Speed Indicator Devices and Traffic management** – to receive a general update
 - iii. **Speedwatch** – to receive a progress report
- b. **Additional Defibrillator** – to receive a progress report and note installation costs
- c. **Spring Village Tidy-up Day** – to note the date
- d. **Village upkeep** – to consider a quotation for the village weed control for 2024/25

- e. **Public Transport** – to receive an update
- 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. **OALC Councillor Forum** – 13 February 12noon and 12 March 2.30pm
 - b. **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 22 February.
- 20. **Date of next meeting** – Thursday 7 March 2024 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