

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

26 June 2024

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 4 July 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 6 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. Policy Review – to review the policies

i. Recording of Meetings Policy

b. Website Review – to receive a report from the Councillors about the website

9. Finance

a. To receive the Finance Report and the quarterly Budget Monitoring Report

- b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements
- c. **Grant Requests** – to consider any grant requests received
 - i. **Volunteer Driver Service**
 - ii. **Clean Slate**
 - iii. **Friends of Island Pond Wood**
- d. **Deposit Account** – to receive a progress report
- e. **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: 24/01419/F**

Proposal: Single storey rear extension and installation of entrance door

Location: 1 Station Road, OX26 5DS

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/01419/F>
 - ii. **Application Number: 24/01607/CLUE**

Proposal: Certificate of Lawfulness of Existing Use for existing building with mixed Class Use: Mews 7B - class use E(c)i; Mews 7C - class use E(c)ii; Mews 7D - class use E(c)iii; Mews 7E - class use B2; Mews 7F - class use B2; Mews 7G - class use B2

Location: Mews 7 Grange Farm, Station Road, OX26 5DX

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/01607/CLUE>
 - iii. **Application Number: 24/01664/F**

Proposal: Change of Use of Building 116 from Sui Generis MOD use to Class E/B8 to create office and storage, with associated alterations

Location: Building 116, Bicester Heritage, Buckingham Road, Bicester

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/01664/F>
- b. **To note notices of decision**
 - i. **Application Number: 24/01099/F**

Proposal: New rear facing former window to replace current roof light

Location: Blenheim Barn, Blenheim Drive, OX26 5EA

Permission for development subject to conditions (17 June)
 - ii. **Application Number: 24/01098/F**

Proposal: Single storey rear extension

Location: 1 Lanes End, OX26 5DU

Permission for development subject to conditions (17 June)
 - iii. **Application Number: 24/00780/OUT**

Proposal: Removal of condition 26 (live-work dwellings details) of 21/04112/OUT

Location: OS Parcel 2778 Grange Farm North West Of Station Cottage, Station Road, Launton, Oxon

Permission for outline development subject to conditions (21 June)

12. Parish Hall Project

- a. **Progress report** – to receive a report
- b. **Electrical Inspection** – to consider commissioning an electrical safety inspection of the Hall
- c. **Utility Bills**
 - i. **Castle Water** – to receive an update
- d. **Broadband connection** – to receive a progress report

13. Climate Emergency

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

14. Village Matters

- a. **Highway and Traffic Issues**
 - i. **Speedwatch** – to receive a progress report
- b. **Launton Arms** – to consider nominating the venue as an Asset of Community Value once the application paperwork from the interested villagers has been received
- c. **Village Gates and Signs** – to consider the best course of action for cleaning the gates
- d. **Bus Shelter by The Bull** – to consider a solution for the renovation of the shelter
- e. **Communication with Bicester Heritage** – to consider a proposal from Bicester Heritage

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. **OALC Councillor Forum** – 4 June, 9 July at 2.30pm and 13 August at 7pm
- b. **CDC Parish Liaison Meeting** – 12 June
- c. **OALC AGM** – 15 July at 7pm at County Hall and hybrid (note change of date)

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 Wednesday 18 July.

19. Date of next meeting – Thursday 1 August 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