

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Jane Olds

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24 July 2024

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 1 August 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 July, 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. Member / Officer Protocol

b. Oxfordshire Councils Charter – to consider adoption of the Oxfordshire Councils Charter

c. Campaign for the safety of lithium ion batteries – to consider supporting the campaign

d. Parish Online Mapping – to consider a quotation

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

9. Finance

- a. **To receive the Finance Report**
- b. **Internal Financial Control** – to receive a report from the Councillor responsible for Internal Financial Control
- c. **Bank Statement** – to acknowledge scrutiny and acceptance of the previously circulated bank statement
- d. **Deposit Account** – to receive a progress report
- e. **Internal Audit** – to consider the appointment of the Internal Auditor for 24/25
- f. **Staff expenses** – to note an increase in printing costs
- g. **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: 23/01085/F**

Proposal: RETROSPECTIVE - Change of Use of land to allow for aviation, vehicle exercising and other uses/events

Location: Bicester Heritage, Buckingham Road, Bicester

Permission for development subject to conditions (12 July)

- c. **Puydu Fou Consultation Event** – to receive a report from the consultation event

12. Parish Hall Project

- a. **Progress report** – to receive a report
- b. **Revision of the plans** – to consider a quotation from the architect
- c. **Correspondence** – to consider a response to a letter from the WI regarding the decoration
- d. **SSEN Community Resilience Fund** – to consider an application to the fund
- e. **Electrical Inspection** – to consider an electrical inspection of the hall
- f. **Water Connection** – to receive an update
- g. **Broadband connection** – to receive a progress report

13. Allotments

- a. **Tenants** – to receive a report from the Launton Plotters
- b. **Councillor Representative** – to consider the appointment of a Councillor representative on the Plotters committee
- c. **Lease** – to note the expiry date of the current lease between the Parish Council and the landlord
- d. **Asset of Community Value** – to consider a request to register the allotment land as an asset of community value

14. Climate Emergency

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

15. Village Matters

- a. **Highway and Traffic Issues**

- i. **Speedwatch** – to receive a progress report
 - ii. **Speed Indicator Devices** – to receive a report
 - b. **Public Transport**
 - i. **To receive an update from the Parish Transport Representative**
 - ii. **OCC bus stop data capture exercise** – to consider the request
 - c. **Launton Arms** – to receive a report and consider further nominating the venue as an Asset of Community Value
 - d. **Friends of Island Pond Wood** – to receive a report from the Councillor representative
 - e. **Communication with Bicester Heritage** – 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** – 9 July at 2.30pm, 13 August at 7pm and 10 September at 9.30am – to receive a report from the July meeting and agree attendance at the August meeting
 - b. **OALC AGM** – 15 July at 7pm – to receive a report
- 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 Wednesday 22 August
- 20. Date of next meeting** – Thursday 5 September 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