

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
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25 September 2024

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 3 October 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 5 September and the Minutes of the Staffing Committee Meeting held on 24 September, 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 Resignations** – to note the resignations of Lesley Thompson and Ed Sanders

b. **Councillor Co-option** – to consider any applications received for the seat vacated by Richard Walker

c. **Councillor Co-option** – to consider any applications received for the seat vacated by Lesley Thompson should an election not be called

- d. **Clerk Employment and Recruitment**
 - i. To note the resignation of the Clerk and the leaving date
 - ii. To receive a progress report
 - e. **Policy Review** – to review the policies
 - i. **Online Banking Payment Procedure**
 - ii. **Financial Regulations**
 - f. **Emergency Plan** – to consider the appointment of a new Chair of the Emergency Plan and the procedure for future revisions
 - g. **OCC Mobility Hub Plan** – to note the consultation
 - h. **Website domain name update** – to receive a report regarding the transfer of the gov.uk domain name to a new Approved Registrar
- 9. Finance**
- a. **To receive the Finance Report and Budget Monitoring Report**
 - b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements
 - c. **Co-op Bank Accounts** – to confirm the bank signatories
 - d. **Lloyds Bank Account** – to confirm the additional signatories for the Parish Hall bank account
 - e. **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule
- 10. Launton Lines Grant** – to consider an application from the Launton Communications Group for financial support for *Launton Lines*
- 11. Training**
- a. **NALC, OALC and SLCC** – to consider any further training offered by OALC, NALC and SLCC
- 12. 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: 24/02285/F**

Proposal: Formation of means of access and associated dropped Kerb

Location: 16 Bicester Road, OX26 5DQ

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/02285/F>
 - ii. **Application Number: 24/02329/F**

Proposal: RETROSPECTIVE - Erection of a guardhouse with associated access control and landscaping

Location: Gate 8 Bicester Heritage, Skimmingdish Lane, Bicester

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/02329/F>
 - iii. **Application Number: 24/02524/F**

Proposal: Demolition of existing garage/workshop and summerhouse; construction of new outbuilding containing garage/workshop and store at ground floor level and home office at first floor level

Location: Ascot Cottage, Station Road, OX26 5DS

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/02524/F>

iv. Application Number: 24/02440/F

Proposal: Removal of Condition 9 (windows & doors) of 11/01281/F - so that we can replace the windows and doors as required, with any material (timber or non-timber) which will withstand the exposed weather conditions we experience.

Location: The Old Barn, Hare Leys Farm, Poundon Road, OX26 5AB

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/02440/F>

b. To note (comments deadline 26 September)

i. Application Number: 24/02229/DISC

Proposal: Discharge of Condition 2 (Noise Management Plan) of 23/01085/F

Location: Bicester Heritage, Buckingham Road, Bicester

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/24/02229/DISC>

c. To note notices of decision

i. Application Number: 24/00949/F

Proposal: Siting of battery storage facility; substation for the connection of the BESS to the grid; ancillary equipment; security fencing; landscaping and vehicular access alterations.

Location: Land West of Bicester Road, Launton

Permission for development subject to conditions (5 September)

ii. Application Number: 24/02006/F

Proposal: Extension to rear of garage to provide annex accommodation

Location: Apple Cottage, 37 West End, OX26 5DF

Permission for development subject to conditions (18 September)

13. Parish Hall Project

- a. Progress report** – to receive a report
- b. Electrical Check** – to receive the report
- c. Parish Hall Development Committee** – to consider forming a development committee and agree a terms of reference
- d. Water** – to consider the high water consumption and the engagement of a plumber to help investigate
- e. Roof** – to consider quotations for remedial repairs
- f. Broadband connection** – to receive a progress report

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
- b. Remembrance**
 - i. Poppy Cascade** – to receive a progress report
 - ii. Poppy Wreath and Silent Soldiers** – to note the arrangements

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** – 8 October at 12noon, 12 November at 2.30pm and 10 December at 7pm
- b. **CDC Parish Liaison Meeting** – 6 November (online)
- c. **CDC Healthy Place Shaping** – 19 March 2025

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 24 October

20. Date of next meeting – Thursday 7 November 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