

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Acting Parish Clerk
Simon Turner

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29 November 2024

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 5 December 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. Reports from District and County Councillors

5. Minutes – to confirm the Minutes of the Council meeting held on 7 November previously circulated

6. Update on progress from the Minutes – the Clerk / Chairman to report on progress of outstanding items which do not require further decision

7. Governance and Consultations

- a. **Councillor Co-option** – to consider any applications received
- b. **Clerk Employment** – to receive a progress report
- c. **Policy Review** – to review the policies
 - i. **Expenses Policy**
 - ii. **Financial Regulations**
- d. **Emergency Plan** – to consider the appointment of a new Chair of the Emergency Plan and agree a programme for the future revisions
- e. **CDC budget consultation** – to consider the consultation (closes 23 December)
- f. **East West Rail non-statutory consultation** – to consider the consultation (closes 24 January)

8. Finance

- a. **To receive the Finance Report**
- b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements
- c. **Grant Requests** – to consider grant requests received
 - i. **Hope after Harm**
 - ii. **Churchyard mowing for 2025/26**
- d. **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule

9. Training

- a. **NALC, OALC and SLCC** – to consider any further training offered by OALC, NALC and SLCC

10. 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: 24/02895/REN56**

- Proposal: Installation of PV panels to pitched roof areas
 - Location: Unit 4,5,6,8,9, Longlands Road, Launton, Bicester, OX26 5AH
 - URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/02895/REN56>

- ii. **Application Number: 24/03085/F**

- Proposal: RETROSPECTIVE – Installation of entrance door
 - Location: 1 Station Road Launton OX26 5DS
 - URLs: <https://planningregister.cherwell.gov.uk/planning/Display/24/03085/F>

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

- i. **Application Number: 23/03433/REM**

- Proposal: Reserved Matters application requesting consideration of layout, scale, appearance and landscaping for 65 dwellings pursuant to 24/00780/OUT, along with the discharge of Conditions 21 (surface water drainage), 22 (noise assessment), 23 (Arboricultural Impact Assessment, tree protection plan and Arboricultural Method Statement), 25 (public right of way), and 26 (energy strategy)
 - Location: Land North West Of Grange Farm Station Road Launton
 - Approval of reserved matters subject to conditions (1 November)

- ii. **Application Number: 24/02166/F**

- Proposal: Single storey rear extension and garage conversion
 - Location: 2 Coppice Way Launton Bicester OX26 5AQ
 - Permission for development subject to conditions (15 November)

- iii. **Application Numbers: 24/02618/F and 24/02619/LB**

- Proposal: Internal and external alterations to Building 131, including refurbishment works and alteration of garage doors
 - Location: Building 131, Bicester Heritage, OX27 8AL
 - Permission for development subject to conditions (20 November)

iv. 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 Launton Bicester OX26 5DS
Permission for development subject to conditions (28 November)

c. To note notices of appeal

i. Application Number: 24/00912/F – Appeal Ref: 24/00056/REF (APP/C3105/D/24/3354196)

Proposal: Erection of a garden building in front of the dwelling with a sliding
door and composite decking on the front and a high-level vent window
on a right side elevation. The one-room insulated building will measure
3.8 width, 3 m depth, and 2.5 m at the highest point.
Location: 4 The Glades Launton Bicester OX26 5ED

11. Parish Hall Project

- a. Progress report** – to receive a report
- b. Parish Hall Advisory Working Group** – to receive a report from the advisory working group
- c. Water usage** – to receive a report
- d. Hall management** – to consider the future management of the Hall
- e. Broadband connection** – to receive a progress report

12. Climate Emergency

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

13. Village Matters

- a. Highway and Traffic Issues**
 - i. Speedwatch** – to receive a progress report
 - ii. Speed Indicator Devices** – to receive a report
- b. Grass Cutting Contract** – to consider quotations received
- c. Communication with Bicester Heritage** – to consider a proposal from Bicester Heritage

14. 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)

15. Attendance at Meetings and Reports from meetings / courses

- a. OALC Councillor Forum** – 12 November at 2.30pm and 10 December at 7pm
- b. Rural Community Forum** – 13 December

16. Reports

- a. Chairman's Report**
- b. Clerk's Report**

17. Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Thursday 19 December

18. Date of next meeting – Thursday 9 January 2025 at 7.30pm, in Launton School Hall

Simon Turner

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