

# LAUNTON PARISH COUNCIL

[www.launton-pc.gov.uk](http://www.launton-pc.gov.uk)

**Acting Parish Clerk  
Simon Turner**

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**3 January 2025**

**Councillors:** You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton School Hall on **Thursday 9 January 2025** 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 meetings held on 7 November 2024, 5 December 2024 and 12 December 2024 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. Meeting Dates** – to consider the meeting dates for the forthcoming year
- d. Policy Review** – to review the policies
  - i. Expenses Policy**
  - ii. Financial Regulations**
  - iii. Communication Policy**

- e. **Emergency Plan** – to consider the appointment of a new Chair of the Emergency Plan and agree a programme for the future revisions
- f. **East West Rail non-statutory consultation** – to consider the consultation (closes 24 January)
- g. **East West Rail scoping report consultation** – to consider the consultation (closes 31 January)
- h. **Cherwell Local Plan Review consultation** – to consider the consultation (closes 14 February)

## 8. 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. **Grant Requests** – to consider grant requests received
  - i. **Hope after Harm**
  - ii. **Churchyard mowing for 2025/26**
  - iii. **Clean Slate**
- d. **Draft Budget** – to consider the draft budget for 2025/26
- e. **Precept** – to consider and agree the setting of the Precept level for 2025/26
- f. **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: 24/03244/ADV**

Proposal: Two illuminated signs depicting the Skyport's logo and company name  
 Location: Modular Building, Skimmingdish Lane, Launton, OX26 5AD  
 URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/03244/ADV>

### ii. **Application Number: 24/03284/SCOP**

Proposal: Scoping Opinion - Hybrid planning application comprising: - Outline planning permission (with all matters reserved apart from access) for the development of up to 1,303 residential units (1,243 homes (Use Class C3) and a 60-bed extra care facility (Use Class C2)) and supporting infrastructure, a pub / restaurant / hotel (sui generis) up to 1,000sqm and associated parking areas, access, allotments and public open space; and Full planning permission for the development of 26 residential units (Use Class C3) and associated parking areas, access and public open space

Location: Graven Hill, Circular Road, Ambrosden

URLs: <https://planningregister.cherwell.gov.uk/planning/Display/24/03284/SCOP>

### iii. **Application Number: 24/03338/ADV**

Proposal: 1no. painted sign (non-illuminated)

Location: Building 112 The North Tanker Shed, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL

URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/03338/ADV>

**iv. Application Number: 24/03330/F**

Proposal: Variation of Condition 2 (plans) of 24/00514/F - In order to enable the approval of the proposed sustainable drainage system  
Location: Modular Building, Skimmingdish Lane, Launton, Bicester, OX26 5AD  
URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/03330/F>

**v. Application Number: 24/03295/LB**

Proposal: Installation of new signage on the hangar doors of Building 113. The doors will be repainted in PRU blue with a painted Bicester Motion logo in light admiralty grey. A removeable vinyl decal sticker has been temporarily applied to the hangar doors providing a visualisation of the logo and colour palette proposed.  
Location: Windrushers Gliding Club, Building 113, Skimmingdish Lane, Launton, Bicester, OX26 5AD  
URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/03295/LB>

**vi. Application Number: 24/03311/ADV**

Proposal: Proposed sign depicting brand logo  
Location: Sky Wave Gin, Building 113, The North Tanker Shed, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL  
URL: <https://planningregister.cherwell.gov.uk/planning/Display/24/03311/ADV>

**b. To note notices of decision**

**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  
Prior approval not required (18 December)

**ii. Application Numbers: 24/02802/F and 24/02803/LB**

Proposal: Variation of Condition 2 (plans) of 23/03153/F - 1 - Amendment to the replacement link with removal of door and additional illustrations. 2 - New door to replace plastic window to rear elevation. 3 - Amended configuration of the boot/utility room area. 4 - Removal of all first floor proposals. 5 - Design alterations to the swimming pool to separate this from the existing curtilage listed buildings. 6 - Revisions to the annexe, outdoor kitchen area and garden store  
Location: Laurels Farm Station Road Launton Bicester OX26 5DX  
Permission for development subject to conditions (23 December)

**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. Management Committee** – to agree the terms of reference and membership composition
- d. Water usage** – to receive a report
- 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. Brambles** – to consider actions to control brambles encroaching on to footways
- d. Spring Village Tidy-up Day** – to consider a date, request supplies and ask the WI to provide refreshments
- e. 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. EWR Design Feedback Workshop** – 14 January
- b. OALC Councillor Forum** – dates tbc
- c. 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 23 January

**18. Date of next meeting** – Thursday 6 February 2025 at 7.30pm, in Launton Parish 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