

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Acting Parish Clerk
Simon Turner

Launton Parish Hall
Bicester Road
OX26 5DP
07305 303889
clerk@launton-pc.gov.uk

28 February 2025

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in Launton Parish Hall on **Thursday 6 March 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 6 February 2025 and 20 February 2025 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. Communication Policy**
 - iii. Financial Regulations**
 - iv. Training and Development Policy**

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 any grant requests received
- 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: 25/00376/F**

- Proposal: Removal of existing outbuilding and log store, erection of annexe ancillary living space
 - Location: The Cottage, 58 West End, Launton, Bicester, OX26 5DG
 - URL: <https://planningregister.cherwell.gov.uk/planning/Display/25/00376/F>

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

- i. **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
 - Permission for development subject to conditions (10 February)

- ii. **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: Building 113, Skimmingdish Lane, Launton, Bicester, OX26 5AD
 - Listed Building consent subject to conditions (11 February)

- iii. **Application Number: 24/03311/ADV**

- Proposal: Proposed sign depicting brand logo
 - Location: Building 113, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL
 - Consent to display advertisement(s) subject to conditions (12 February)

- c. **To note notices of appeal**

- i. **Application Number: 22/03873/F – Appeal Ref: APP/C3105/W/24/3353069**

- Proposal: Installation and operation of a renewable energy generating station comprising ground-mounted photovoltaic solar arrays and battery-based electricity storage containers together with a switchgear container, inverter/transformer units, Site access, internal access tracks, security measures, access gates, other ancillary infrastructure and landscaping and biodiversity enhancements
 - Location: Land North And Adjacent To Mill Lane, Stratton Audley

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. **Maintenance** – to consider maintenance tasks
 - i. **External lighting**
 - ii. **Disabled toilet floor**
- e. **Water usage** – to receive a report

12. Climate Emergency

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

13. Village Matters

- a. **Highway and Traffic Issues**
 - i. **Speed Indicator Devices** – to receive a report
- b. **Station Road bus shelter** – to consider a proposal to use the shelter as a community library
- c. **VE Day Commemoration** – to consider the commemoration of the 80th anniversary
- d. **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** – dates tbc
- b. **OALC Roles and Responsibilities training** – 26 February – to receive a report

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 20 March

18. Date of next meeting – Thursday 3 April 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