

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Parish Clerk
Andy White

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31 October 2025

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in **Launton Parish Hall** on **Thursday 6 November 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 meeting held on 4 September and 2 October, and the extraordinary Council meeting held on 8 October, 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. **Policy Review** - to review the policies
 - i. **Biodiversity Policy and Action Plan**
 - ii. **Debit Card Use Policy**
- c. **Emergency Plan** - to agree a programme for updating the plan
- d. **January 2026 Meeting Venue** - to consider venue for the 8 January 2026 meeting

8. Finance

- a. **To receive the Finance Report**
- b. **Bank Statements** - to acknowledge scrutiny and acceptance of the previously circulated bank statements
- c. **Bank Mandates** - to receive an update
- d. **Review Electricity offer prices** - to consider contract renewal prices
- e. **Invoices for Payment** - to consider and approve invoices for payment itemised on the Payment Schedule

9. Training

- a. **Clerk training** - to consider training for the new Clerk
- b. **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: 25/02536/F**

Proposal: Internal and external alterations including the fixing of hangar doors, installation of roller shutter doors and various repairs / maintenance works to Building 137

Location: Motorglide Building 137, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02536/F>

ii. **Application Number: 25/02537/LB**

Proposal: Internal and external alterations including the fixing of hangar doors, installation of roller shutter doors and various repairs / maintenance works to Building 137

Location: Motorglide Building 137, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02537/LB>

iii. **Application Number: 25/02554/F**

Proposal: Internal and external alterations to facilitate the use of Building 113 for office purposes (Class E) and in association with the wider permitted events use (Sui Generis)

Location: Windrushers Gliding Club, Skimmingdish Lane, Launton, Bicester, OX26 5AD

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02554/F>

iv. **Application Number: 25/02555/LB**

Proposal: Internal and external alterations to facilitate the use of Building 113 for office purposes (Class E) and in association with the wider permitted events use (Sui Generis)

Location: Windrushers Gliding Club, Skimmingdish Lane, Launton, Bicester, OX26 5AD

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02555/LB>

v. **Application Number: 25/02603/DISC**

Proposal: Discharge of Condition 6 (archaeology) of 20/01029/F

Location: Part Of Highway At Allotments, Charbridge Lane, Launton, Bicester

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02603/DISC>

vi. Application Number: 25/02649/F

Proposal: Variation of Condition 2 (plans) of 22/02973/F - allow amendments to the approved plans, for the rear extension side wall, flush with the existing rear wall
Location: 12 Sharpes Cottages, Station Road, Launton, Bicester, OX26 5BU
URL: <https://planningregister.cherwell.gov.uk/Planning/Display/25/02649/F>

vii. Application Number: 21/03558/OUT

Proposal: OUTLINE - Residential development for up to 250 dwellings including affordable housing and ancillary uses including retained Local Wildlife Site, public open space, play areas, localised land remodelling, compensatory flood storage, structural planting and access
Location: Land On The North East Side Of Gavray Drive, Bicester
URL: <https://planningregister.cherwell.gov.uk/Planning/Display/21/03558/OUT>

b. To note notices of decision

i. Application Number: 25/01977/F

Proposal: RETROSPECTIVE - Change of Use of land from amenity to domestic use; creation of a permeable hardstanding and driveway
Location: 18 Beech Road, Launton, Bicester, OX26 5AP
Application Permitted (30/09/2025)

ii. Application Number: 25/01986/ADV

Proposal: Two freestanding changeable banner signs
Location: Greggs Skimmingdish Lane Launton Bicester OX26 5AF
Application Permitted (03/10/2025)

iii. Application Number: 25/01832/F

Proposal: Rear extension and 1.8m high rear garden boundary fence to provide privacy and security
Location: 17 Sycamore Road Launton Bicester OX26 5DZ
Application Permitted (09/10/2025)

iv. Application Number: 25/02169/F

Proposal: Conversion of redundant stables to two bedroom dwelling
Location: Jacks Barn, West End, Launton, Bicester, OX26 5DF
Application Permitted (23/10/2025)

11. Parish Hall Project

- a. **Progress report** - to receive a report
- b. **Management Committee** - to agree the terms of reference and membership composition
- c. **Management Plan** - to agree a management plan for the Hall
- d. **Hall Policies** - to consider and agree policies for using the Hall
- e. **FCC Grant** - to consider applying for a grant from FCC
- f. **Maintenance / Improvement of garden area** - to receive a report and consider future actions
- g. **Maintenance** - to receive a report and consider future actions

12. Village Matters

- a. **Highway and Traffic Issues**
 - i. **Speedwatch** - to receive a progress report
 - ii. **Highway suggestions from parishioner** - to consider the suggestions
 - iii. **Speed Indicator Devices** - to receive a report
- b. **Dog bins and fitting** - to receive a report

- c. **Winter preparedness 25/26** - to review requirements
 - d. **Launton Environmental Society** - to receive presentations about new initiatives
 - e. **Blocked road drain at end of West End** – to consider actions
 - f. **Service of Remembrance** - to note that the Service of Remembrance will take place on 11 November at the War Memorial
- 13. 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)
- 14. Attendance at Meetings and Reports from meetings / courses**
- a. **OALC Councillor Forum** - monthly
 - b. **CDC Parish Liaison meeting** - 12 November online
 - c. **OALC Essentials of Employing People** - to receive a report
- 15. Reports**
- a. **Chairman's Report**
 - b. **Clerk's Report**
- 16. Items for information or next Agenda only** - all items for the next agenda to be submitted to the Clerk by Thursday 20 November
- 17. Date of next meeting** - Thursday 4 December 2025 at 7.30pm in Launton Parish Hall

Andy White

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