

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Acting Parish Clerk
Simon Turner

Launton Parish Hall
Bicester Road, Launton
Bicester, OX26 5DP
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2 January 2026

clerk@launton-pc.gov.uk

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in the **Grange Farm Conference Room** on **Thursday 8 January 2026** 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 December 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. **Meeting Dates** – to consider the meeting dates for the forthcoming year
- d. **Policy Review** – to review the policies
 - i. **Marking the Death of a Senior National Figure**
- e. **Emergency Plan** – to consider adopting the revised plan

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. **Bank Mandates** – to receive an update
- d. **Grant Requests** – to consider any grant requests received from external bodies
 - i. **Churchyard mowing for 2026/27**
- e. **Review Electricity offer prices** – to consider contract renewal prices
- f. **Draft Budget** – to consider the draft budget for 2026/27
- g. **Precept** – to consider and agree the setting of the Precept level for 2026/27
- h. **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: 25/03187/LB**
 - Proposal: Variation of Condition 2 (plans) of 21/02552/LB - To vary Condition 2 to reduce the cill height of windows on the north-east elevation and addition of one window on the south-west elevation
 - Location: Yew Tree House, Station Road, Launton, OX26 5DX
 - URL: <https://planningregister.cherwell.gov.uk/planning/Display/25/03187/LB>
 - ii. **Application Number: 25/03188/F**
 - Proposal: Variation of Condition 2 (plans) of 21/02551/F - To vary Condition 2 to reduce the cill height of windows on the north-east elevation and addition of one window on the south-west elevation
 - Location: Yew Tree House, Station Road, Launton, OX26 5DX
 - URL: <https://planningregister.cherwell.gov.uk/planning/Display/25/03188/F>
- b. **To note notices of decision**
 - i. **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
 - Permission for development subject to conditions (3 December 2025)
 - ii. **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, OX26 5AD
 - Permission for development subject to conditions (12 December 2025)

iii. 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, OX26 5AD

Listed Building consent subject to conditions (12 December 2025)

iv. Application Number: 25/02239/F

Proposal: Retrospective - External alterations to Building 116 to allow for the installation of air conditioning units with associated works and screening

Location: Bicester Heritage, Building 116 Petrol Tanker Shed, Bicester Heritage, Buckingham Road, Bicester

Permission for development subject to conditions (16 December 2025)

v. 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

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

Permission for development subject to conditions (16 December 2025)

vi. 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

Listed Building consent subject to conditions (16 December 2025)

11. Parish Hall Project

- a. **Progress report** – to receive a report
- b. **Broadband connection** – to receive a progress report
- c. **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. **Speed Indicator Devices** – to receive a report
 - iii. **OCC Highways engagement** – to receive a report
- b. **Defibrillators** – to consider purchasing spares
- c. **Dog bins and fitting** – to receive a report
- d. **Village upkeep** – to consider quotations for various aspects of village upkeep
- e. **Greencore issues associated with 23/03433/REM** – to receive a report
- f. **Spring Village Tidy-up Day** – to consider a date, request supplies and ask the WI to provide refreshments

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

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 22 January

17. Date of next meeting – Thursday 5 February 2026 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