

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Locum Parish Clerk
Gill Peacock

Launton Parish Hall
Bicester Road, Launton
Bicester, OX26 5DP
07305 303889

26 March 2026

clerk@launton-pc.gov.uk

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held in the Launton Parish Hall on **Thursday 2 April 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 5 March 2026, previously circulated

6. Update on progress from the Minutes – the 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. **Update on Recruitment of a new Clerk** – to receive a progress report
- c. **Policy Review** – to review the policies
 - i. **Internal Financial Control Policy**
- d. **Risk Assessment** – To consider and agree the Risk Assessment for 2026/27
- e. **Information Logs** – to review and note
 - i. **Freedom of Information Disclosure Log**
 - ii. **Gifts and Hospitality Log**

iii. Training and CPD Log

- f. **Webhosting** – to confirm the webhosting, email and SSL Certificate renewal for 2026/27

8. Finance

- a. **To receive the Year End Finance Report and Budget Monitoring Report**
- b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements
- c. **2025/26 Unspent Budget Items** – to consider a virement of items budgeted to the new financial year
- d. **Regular Payments** – to consider and approve the list including standing orders and direct debits
- e. **Budget** – to agree the budget for 2026/27
- f. **Reserves** – to confirm the reserves for 2026/27 and consider the Policy
- g. **Dog Waste Bin Charges** – to note the charges for the emptying of the dog bins
- h. **Grant Requests** – to consider any grant requests received
- i. **Bank Mandates** – to receive an update
- j. **Update on Review Electricity offer prices** – to consider contract renewal prices
- k. **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: 26/00514/F

Proposal: Installation of an internal link road to service Buildings 401, 402 and 403.

Location: The Innovation Quarter, Skimmingdish Lane, Launton

URL: <https://planningregister.cherwell.gov.uk/planning/Display/26/00514/F>

ii. Application Number: 26/00452/OUT

Proposal: Outline planning application for the erection of up to 750 dwellings, mixed use local centre and community hub, vehicular access points, land for primary school and other associated infrastructure. All matters reserved except for means of access.

Location: Dymocks Farm, Buckingham Road, Bicester, OX27 8RG

URL: <https://planningregister.cherwell.gov.uk/Planning/Display/26/00452/OUT>

iii. Application Number: 26/00532/LB

Proposal: Minor internal alterations comprising the removal of stud partition walls, internal walls and associated fixtures/fittings.

Location: Team Sport, Building 137, Bicester Heritage, Buckingham Road, Bicester OX27 8AL.

URL: <https://planningregister.cherwell.gov.uk/planning/Display/26/00532/LB>

b. To note notices of decision

i. Application Number: 25/03335/REM

Proposal: Reserved matters for appearance, layout and scale in relation to Phase 0 of application 25/00683/F - The Rushes, Bicester Motion.

Location: Land at Former RAF Bicester, Bicester Heritage, Buckingham Road, Bicester
Application permitted.

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. **Broadband connection** – to receive a progress report
- d. **Post Box** – to consider purchasing a larger post box
- e. **Maintenance** – to receive a report and consider future actions
 - i. **To discuss the purchase of a replacement oven/hob**
 - ii. **To approve a quote from Dumbleton for a single hardwood kitchen door - Framed, ledged & braced (To match front doors)**

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
 - ii. **OCC Highways engagement** – to receive a report
- b. **Village upkeep** – to receive a report
- c. **Annual Parish Meeting** – to note 16 April as the date for the Annual Parish Meeting
- d. **To discuss the Review of Financially Supported Bus Services – submissions by 20/04/2026**
- e. **Greencore issues associated with 23/03433/REM** – Update

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** – monthly

16. Reports

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

17. Items for information on next Agenda only – all items for the next agenda to be submitted to the Locum Clerk by Thursday 23 April 2026.

18. Date of next meetings – Thursday 16 April – Annual Parish Meeting

Thursday 7 May 2026 – Annual Meeting of Launton Parish Council (venue TBA)

Gill Peacock

Locum Clerk

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