

# LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Locum Parish Clerk  
Gill Peacock

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

29 May 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 4 June 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 Chair 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 7 May 2026, previously circulated

### 6. Update on progress from the Minutes – the Chair 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. **Social Media and Electronic Communication Policy**

### 8. Finance

- a. **To receive the Finance Report**
- b. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements

- c. **Statement of Accounts** – to consider and approve the Statement of Accounts for the year ending 31 March 2026
  - d. **Assets List** – to confirm the assets list for the year 2025/26 and set an appropriate minimum value of assets for the asset register
  - e. **Internal Audit**
    - i. **To receive and review the report from the Internal Auditor**
    - ii. **To consider the appointment of the Internal Auditor for 2026/27**
  - f. **AGAR Signature Redaction** – to consider redaction of the signatures on the web version of the Annual Governance and Accountability Return to protect the signatories from ‘specific and identifiable threats’ of identity theft and GDPR concerns
  - g. **External Audit** – to consider the 2025/26 AGAR for submission to the External Auditor
    - i. **Section 1: Annual Governance Statement** – to consider the questions and respond accordingly
    - ii. **Section 2: Accounting Statements** – to consider and agree the accounting statement figures
    - iii. **Electors’ Rights** – to note the dates for the Notice of Public Rights
    - iv. **Statement of Variance** – to consider the draft Statement of Variance
  - h. **Internal Auditor** – to review the effectiveness of the Internal Audit
  - i. **Grant Requests** – to consider a grant request from North Oxfordshire Residents Action (NORA)
  - j. **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: 26/01161/TCA**  
 Proposal: T188 Cherry Tree - Fell - See application for full details  
 Location: Building 113, Bicester Motion, Skimmingdish Lane, Launton, OX27 8AL  
 URL: <https://planningregister.cherwell.gov.uk/planning/Display/26/01161/TCA>
    - ii. **Application Number: 26/01134/TCA**  
 Proposal: Yellow priority works as shown on attached map see submitted schedule.  
 Location: Bicester Motion, Buckingham Road, Bicester  
 URL: <https://planningregister.cherwell.gov.uk/planning/Display/26/01134/TCA>
    - iii. **Application Number: 25/02232/OUT**  
 Proposal: Outline application with all matters reserved for tourism development Including outdoor and indoor theatres, restaurants, hotels, conference facilities, offices, warehousing and storage, security control centre, medical centre, animal facilities (including stables, aviary, animal sheds), laundry facility and workshops, and supporting infrastructure including waste management centre, wastewater treatment facility, energy centre and sub-stations, photovoltaic (pv) solar panels, water storage tanks and pumps, lakes and water management systems, structural landscaping, internal footpaths, internal vehicular routes, active travel routes, parking and access (outline masterplan)  
 Location: Land North and East of Manor Farm, Bainton Road, Bucknell  
 URL: <https://planningregister.cherwell.gov.uk/planning/Display/25/02232/OUT>

**b. To note notices of decision**

**i. Application Number: 24/02924/CCS106E**

Proposal: Confirmation that all Conditions of the Section 106 agreement dated 12 July 2018 (17/01173/OUT) have been discharged/met

Location: 10-22 (even) The Timbers, Launton, Bicester, OX26 5AL

Application permitted.

**ii. Application Number: 26/00830/LB**

Proposal: Internal alterations to Building 99 including the replacement of existing floor and re-instatement of an infilled opening

Location: Building 99, Bicester Heritage, Buckingham Road, Bicester, OX27 8AL

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

**12. Village Matters**

- a. **Highway and Traffic Issues**
  - i. **Speedwatch** – to receive a progress report
  - ii. **Speed Indicator Devices** – to receive a report regarding a Telraam device
  - iii. **OCC Highways engagement** – to receive a report
  - iv. **To consider the purchase of "caution: vehicles turning" sign (or similar wording) to be placed around the vicinity of the entrances to Station Road Bridge.**
- b. **Village upkeep** – to receive a report
- c. **To consider purchasing two litter bins with lids** – Sycamore Road and the War Memorial
- d. **To consider renting safe storage space for LPC historical paperwork and files, the clearing of the hall, disposal and removal of old items, and removal van hire to take the items to storage**
- e. **To discuss, and if appropriate, approve a request for permission to place a miniature giant statue approximately two feet high at the War Memorial in Launton.**
- f. **Greencore issues associated with 23/03433/REM** – Update

**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. **CDC Parish Liaison meeting** – Wednesday 10 June
- b. **OALC - OALC Talking Tables day - 25 June 2026 at Benson Parish Hall**
- c. **OALC Councillor Forum** – monthly

**15. Reports**

- a. **Chair'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 Locum Clerk by Thursday 18 June 2026

**17. Date of next meeting – Thursday 2 July 2026 – Ordinary Meeting of Launton Parish Council**

*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