

LAUNTON PARISH COUNCIL

www.launton-pc.gov.uk

Locum Parish Clerk
Gill Peacock

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

25 June 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 July 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 4 June 2026 and the Minutes of the Staffing Committee meeting held on 12 June, 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. To discuss the feasibility of holding Parish Council Meetings in Grange Farm Conference Room until the refurbishment is complete.

8. Governance and Consultations

- a. To approve the appointment of Clerk, Proper Officer and Responsible Financial Officer.
- b. Councillor Co-option – to consider any applications received
- c. Policy Review – to review the policies
 - i. Recording of Meetings Policy

9. Finance

- a. **To receive the Finance Report**
- b. **To receive the quarterly Budget Monitoring Report**
- c. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements
- d. **Grant Requests** – to consider a grant request from Volunteer Drivers Service
- e. **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule

10. Training

- a. **NALC, OALC and SLCC** – to consider any further training offered by OALC, NALC and SLCC

11. 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: 26/01202/ADV**
Proposal: Installation of 2 x internally illuminated totems and 4 x signage structures.
Location: Bicester Motion, Buckingham Road, Bicester.
URL: <https://planningregister.cherwell.gov.uk/planning/Display/26/01202/ADV>
- b. **To note notices of decision**
 - i. **Application Number: 26/01134/TCA**
Proposal: Yellow priority works as shown on attached map see submitted schedule
Location: Bicester Motion, Buckingham Road, Bicester
CDC have no objections to the application.

12. 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. **Maintenance** – to receive a report and consider future actions
 - i. **To discuss and approve the quote for painting the Parish Hall door frame.**

13. 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
 - iv. **To discuss the issue of car parking on Station Road and at the Crossroads.**
 - v. **To discuss parking on Bicester Road near the shop and the amount of traffic coming through the village, and not adhering to the 20mph speed limit.**
- b. **Village upkeep** – to receive a report
 - i. **To discuss grass cutting at the bottom of West End, including the turning circle.**
 - ii. **To discuss who has responsibility for drainage ditches in the lane at the bottom of West End.**
- c. **To consider ways of removing the build-up of rubbish near the station road bridge**
- d. **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. CDC Parish Liaison meeting
- b. OALC Councillor Forum – monthly

16. Reports

- a. Chair'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 Locum Clerk by Thursday, 23 July 2026

18. Date of next meeting – Thursday, 6 August 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