

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs A Riseley, Glebe Farm House, Burford Road, Brize Norton OX18 3NX

Telephone: 01993 846648 E-mail: clerk@brizenortonparishcouncil.co.uk

To the Members of Brize Norton Parish Council

27th December 2018

The next meeting of the Brize Norton Parish Council is to be held at **7.30pm on Monday 7th January 2019** at The Pavilion, Station Road, Brize Norton. Members of the public and press are welcome to attend. Members of the public may make representations to the council under item 4 according to the council's Standing Orders.

Alison Riseley - Clerk to Brize Norton Parish Council

Agenda

- 1) **Apologies:** to receive apologies
- 2) **Declarations of interest** (Councillors are asked to declare an interest regarding items on the agenda this evening)
- 3) **Minutes:** To approve the minutes of the last meeting of the Council on Monday 3rd December 2018
- 4) **Public Participation**
- 5) **Record of Chairman's meetings**
- 6) **District and County Councillors' reports** for information only.
- 7) **Progress reports**
 - 7.1 Cllr Shillingford – Upgrade clerks council mailbox to 10GB
 - 7.2 Cllr Shillingford – Pre-school and tennis court gates
 - 7.3 Cllr Shillingford – Thank you to Mr Bellenger for mowing and arranging repair of mower. Future plans for rec.
 - 7.4 Cllr Goble - Neighbourhood Plan Steering Committee – Update on Neighbourhood Plan/ Village Character Assessment
 - 7.5 Cllr Campion/ Squire – Brize Meadows (Brize West) detailed planning sub-committee.
 - 7.6 Cllr Goble – Bloor Homes/ Cottsway residents housing priority
 - 7.7 Cllr Goble – Traffic and speed progress in Brize Norton
 - 7.8 Cllr Ball – Grass Cutting Contract up for renewal
 - 7.9 Clerk – replacement tree on recreation ground and new trees from OCC for planting
- 8) **Planning** – review of planning applications and progress on outstanding applications (on attached appendix).
- 9) **Finance**
 - 9.1 To consider payments to be made (on attached appendix)
 - 9.2 To examine the bank accounts (income and expenditures) during November
 - 9.3 To agree the final Precept for WODC
- 10) **Other correspondence to note** (on attached appendix)
- 11) **Councillor's reports and items for future agenda including items for website**
- 12) **Date of next meeting** Monday 4th February 2019 at The Pavilion at 7.30pm

AGENDA ITEM 8

NEW PLANNING APPLICATIONS:

18/03487/FUL	Mr & Mrs A Shipway Kilkenny Farm Kilkenny Lane Brize Norton	Conversion of stone barn into annex. Registered: 12th December 2018 Respond by 2nd January 2019
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PENDING PLANNING DECISIONS

17/01394/FUL	Lagan Homes (agent West Waddy LLP) Land South Upper Haddon Station Road Brize Norton	Erection of 41-44 residential dwellings to include up to 35% affordable homes, new access and associated works (AMENDED PLANS) Registered 28th April 2017 Under consideration
17/02058/FUL	A K Timms 80-82 Station Road Brize Norton	Change of use of part of builder's merchants' yard (class use A1) to café (class use A3) AMENDED Registered 13th July 2017 Awaiting Decision
18/01737/CM	Burford Quarry Burford Road Brize Norton OX18 3WN	Section 73 application to continue the development permitted by 15/04043/P/CM (extension to factory building) without complying with condition 3 in order to change the end date of the development from 9 January 2024 to 31 December 2035 with restoration by 31 December 2036 in accordance with Plan No: B20/SSB/2/18. Updated Registered 5th June 2018 Awaiting Decision
18/03047/S73	Mr W Benbow Grange Farm Burford Road Brize Norton	Non-compliance with condition 3 of planning permission 17/00154/FUL to allow revised plans (Retrospective) Registered: 12th October 2018 Under consideration

DECIDED PLANNING DECISIONS:

16/02599/OUT – (sent through by Minster Lovell PC)	Mr and Mrs Kinch Land West of Minster Lovell	<u>Residential development of up to 95 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space, children's play area, landscaping and land for potential burial ground (means of access only).</u> <u>Approve subject to Legal Agreement Tuesday 9th May</u>
17/01859/OUT		Residential development of up to 126 dwellings together with a new vehicular access onto

18/03473/RES PP-07423571		<p>Burford Road (B4047), footpath links, areas of public open space and landscaping. <u>Registered: 14th June 2017</u> <u>Approve subject to Legal Agreement</u> <u>Decided: Wed 29 Aug 2018</u> Residential development of up to 126 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space and landscaping (Matters seeking approval are appearance, landscaping, layout and scale pursuant to 17/01859/OUT) <u>Registered: 29th November 2018</u> Status: Under Consideration</p>
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AGENDA ITEM 9.1

ORDERS FOR PAYMENT:

121325	166.80	Shillbrook Stationery	Newsletter printing
121326	99.75	Terry Hinchly	December Wage
121327		Kyle Anderson	December Wage
121328	357.92	Alison Riseley	December Wage
121329	407.95	Alison Riseley	Clerks wage June – reissued lost/ cancelled
121330	112.99	Kyle Anderson	November wage reissued (water damage/ cancelled) 101311
		TOTAL	

PAYMENTS RECEIVED

		Total	

AGENDA ITEM 9.2

GENERAL INCOME & EXPENDITURE

GENERAL INCOME & EXPENDITURE

Balance	01/04/2018	£	8,118.20	
Less o/standing cheques		£	-	
Add o/standing lodgements		£	-	
		£	<u>8,118.20</u>	
Receipts			£26,413.77	
Payments			£18,837.65	
Plus Transfers				
Balance	18/12/2018		<u>£15,694.32</u>	
Plus o/standing cheques		£	<u>2,497.75</u>	
Cash in Bank	18/12/2018		<u>£18,192.07</u>	
Current Account	18/12/2018		£18,192.07	0.00

RESERVES INCOME AND EXPENDITURE

Balance 1/4/2018		£29,700.00	
Plus Receipts			
Less Transfers			
Current Reserves		<u>£29,700.00</u>	

AVAILABLE FUNDS

General Funds		£15,694.32	
WODC Reserves		<u>£29,700.00</u>	
TOTAL FUNDS		<u>£45,394.32</u>	

AGENDA ITEM 10

Monthly Correspondence – 1 to 31 December 2018

OFFICIAL CORRESPONDENCE:

- a) Barclays statement
- b) PSE newsletter

E-MAILS CIRCULATED IN MONTH

CFO –

Civic voice – /12,

CPRE – /12

HMRC - 12/12, 13/12, 15/12, 17/12, 19/12

Healthwatch Oxfordshire – 14/12, /12, /12, /12 (→ WW)

ICO newsletter – /12

Oxfordshire Community and Voluntary Action – /12, /12, (→ WW)

Oxfordshire Clinical Commissioning Group – Talking Health - 15/12, 17/12, /12(→ WW)

PCS – UK – 10/12, 13/12, /12

PSE – /12, /12, /12, 10/12, 11/12, 13/12, 14/12, 14/12, 15/12, 17/12, 17/12, 18/12, 19/12 (not circulated)

PSN – /12,

PULSE -

Police and Crime Commissioner – 21/12, 20/12, 22/12

Rural Services weekly update (not circulated) - 6/12, 11/12, 17/12, 21/12,

Rural services seminar-, Rural opportunities - /12, Rural Housing - /12, Rural Vulnerability / /12 Rural Funding
7/12, Older People - /12, Seminar – /12, (not circulated),

SLCC Membership – 7/12, 14/12, 18/12, 19/12

The Office of the Police commissioner – /12

Twitter – 5/12,

Wychwood Forest Project - 22/12, 30/12

1/12 Debbie Merriman – AK Timms - invoice

1/12 Jackie Bellenger - AK Timms - invoice

1/12 Nicholas Field-Johnson – re: summons and minutes (→all)

3/12 George Gould-Bishton (Payman) – wage slips

3/12 Rachel Faulkner – CiLCA group e-mail

3/12 McCracken & Sons - quote

4/12 Lorraine Horne – S&SC – January news

4/12 Oxfordshire County Council – Oxfordshire Matters

4/12 Sam Popham – CiLCA Bicester joining Instructions

5/12 Troy Hayes – Neighbourhood Planning and Planning Support (→LG/ WW)

5/12 Julia Hilborne – New Street Names – Bloor Homes (→all)

5/12 Andrew Smith (WODC) – PRESS RELEASE: Playground Springs Back To Life

5/12 Carys Davies (WODC) – PRESS RELEASE: Grant Applications open for Community Projects

5/12 Sue Lakin – Bloor Homes in Brize Meadow (→all)

6/12 Cllr Mark Gray – Town and Parish Liaison follow-up (→all)

7/12 Keith Glazier – December newsletter

9/12 Phillip Butcher – Change of e-mail address

10/12 OALC – Salary Scales 2019-2020

10/12 Alan Mollier – RE: Burford Road Traffic (→all)
 10/12 Diane Cameron: Trees of Remembrance (→all)
 10/12 Dean Powles – RE: Populus Quote (→all)
 10/12 Payman – BNPC November
 11/12 Print Ready – Quote for Tree Signs
 11/12 Sam Popham – CiLCA Training Days – Bicester
 11/12 Verena Hunt – RE: Burford Road Traffic (→all)
 12/12 Jenny Philpott - Allotments
 12/12 West Oxon – PLANNING CONSULTATION (→all)
 13/12 Andrew Smith (WODC) – PRESS RELEASE: Extra Recycling Bins
 13/12 William Egan – Protecting our Public Rights
 14/12 Andrew Smith (WODC) – PRESS RELEASE: Make Sure Your Taxi is Safe
 14/12 LG Inform – Newsletter: Christmas Support
 14/12 OALC – December Update for member councils
 14/12 Keith Butler – WODC Meeting with Towns and Parishes: Thursday 7th March (→all)
 17/12 OALC – Vacancy for Deputy Town Clerk
 17/12 OCC – Repatriation (→KA)
 17/12 Kyle Anderson – Press release
 17/12 Kyle Anderson – December minutes
 19/12 Carnegie UK Trust - Newsletter
 19/12 Liz Folley Oxfordshire SLCC – Branch meetings
 19/12 OPCC Comms – Survey on an Increase in Council Tax to Help Protect Operational Policing is Launched
 19/12 Virgin Media Business – You’ve Still Got Time
 19/12 Communications WODC – PRESS RELEASE: Your Priorities for West Oxfordshire’s Budget (→all)
 19/12 Carys Davies WODC – Waste and recycling over the festive period
 20/12 Kyle Anderson – Mail box size upgrade
 20/12 Jackie Hampson – Preschool & Tennis courts (→all) (←)
 21/12 Sue Lakin – Bloor Homes in Brize Norton (→all)
 21/12 Robert Courts MP – ‘Twas the Week Before Christmas
 21/12 Oxfordshire County Council – Oxfordshire Matters
 23/12 Mandy Smith (Publica Group) – out of office reply
 23/12 Rebecca Bacon (Savills) – out of office reply
 28/12 Active Places – Newsletter January 2019
 28/12 Anne Green – Village newsletter (→AB/ TS) (←)
 28/12 Andrew Smith WODC – Xmas Tree recycling (→KA)
 30/12 Cllr Field-Johnson – Summons for January (←)
 31/12 Terry Hinchly – December Timesheet (←)
 31/12
 31/12

(↔) = ongoing discussion or linked communication

(→) = forwarded to relevant contact

(←) = replied