

## **BRIZE NORTON PARISH COUNCIL**

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

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29<sup>th</sup> October 2019

To the Members of Brize Norton Parish

The next meeting of the Brize Norton Parish Council is to be held at **7:30pm on Monday 4th November 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 3d and 3e 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 7th October 2019
- 4) **Public Participation**
- 5) **District and County Councillors' reports** for information only.
- 6) **Record of Councillor's meetings**
  - 6.1 Cllr Way meeting Town and Parish Meeting (Thursday 10<sup>th</sup> October), Bloor Homes Street naming (Friday 18<sup>th</sup> October), Tom Buxton (RAF) (Monday 21<sup>st</sup> October),
  - 6.2 Cllr Glazier & Cllr Goble Water Meeting (Tuesday 22<sup>nd</sup> October)
  - 6.3 Cllr Goble & Cllr Way (WODC & CFO) Neighbourhood Plan (Friday 25<sup>th</sup> October)
  - 6.4 Cllr Woodward Elder Bank Hall meeting (Tuesday 15<sup>th</sup> October)
- 7) **Committee reports**
  - 7.1 Cllr Goble - Neighbourhood Plan Steering Committee: Neighbourhood Plan
  - 7.2 Cllr Campion/ Squire/ Goble – Brize Meadows detailed planning sub-committee:
  - 7.3 Cllr Goble – Highways Committee: Traffic and speed progress in Brize Norton/ OCC Highways
  - 7.4 Cllr Goble – Village voucher Scheme to unlock broadband - Gigaclear
- 8) **Discussion and Decisions**
  - 8.1 Cllr Glazier – To discuss donation to the community website
  - 8.2 Cllr Way – To discuss newsletter printing company
  - 8.3 Cllr Way – to discuss funding for the electrics in the Humble Bumble Café.
  - 8.4 Cllr Way – To agree alignment of the subcontract between Sports & Social Club and the Humble Bumble Café with the Head Agreement
- 9) **Progress Reports**
  - 9.1 Cllr Woodward – Drains
  - 9.2 Cllr Woodward – Bus Shelters
  - 9.3 Cllr Glazier – Elder Bank deeds to approve £200 to be release from reserves to proceed
  - 9.4 Cllr Squire – contract with BNS&SC
- 10) **Planning** – review of planning applications and progress on outstanding applications New application - 19/02587/LBC (on attached appendix).
- 11) **Finance**
  - 11.1 To consider payments to be made (on attached appendix)
  - 11.2 To examine the bank accounts (income and expenditures) during September
  - 11.3 To discuss draft budget for FY 2020/21
- 12) **Other correspondence to note** (clerk to alert councillors to any specific concerns)
- 13) **Councillor's reports and items for future agenda including items for website**
- 14) **Date of next meeting** Monday 2nd December 2019 at The Pavilion at 7.30pm

## **AGENDA ITEM 10**

### **NEW PLANNING APPLICATIONS:**

19/02587/LBC	Mr Nick Henry Middle Barn, 24 Carterton Road Brize Norton	Replacement of existing front door/windows. Planning (Listed Building and Conservation Areas) Act <b>Registered: 25th October 2019</b> <b>Respond by: 15<sup>th</sup> November 2019</b>
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### **PENDING PLANNING DECISIONS**

19/02121/RES	Mr Andrew Winstone Land East Of Monahan Way Carterton	Reserved matters application for phase 1C comprising of 33 dwellings with associated landscaping, highway, drainage and infrastructure. <b>Registered: 22nd July 2019</b> <b>Awaiting Decision</b>
19/02185/RES	Mr Jon Bryan Land East Of Monahan Way Carterton	Reserved Matters application for the provision of the spine road throughout development including two links between principal access points and a pedestrian footway link, all connecting to Monahan Way. <b>Registered: 15th July 2019</b> <b>Under Consideration</b>
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) <b>Registered: 12<sup>th</sup> October 2018</b> <b>Awaiting Decision</b>
19/02605/HHD	Mr D. Bond Keilder 28 Station Road, Brize Norton	Drop kerb <b>Registered: 4<sup>th</sup> October 2019</b> <b>Under Consideration</b>

### **DECIDED PLANNING DECISIONS:**

17/02058/FUL	A K Timms 80-83 Station Road Brize Norton	Change of use of part of builder's merchants' yard (class use A1) to café (class use A3) AMENDED <b>Registered 13<sup>th</sup> July 2017</b> <b>Application Withdrawn</b>
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## **AGENDA ITEM 11.1**

### **ORDERS FOR PAYMENT:**

101417	£333.22	McCracken	August grass cutting
101418	£35	Matthew Batten Oxfordshire First Aid	Replacement Defibrillator pads
101419	£35.13	Clerk	Chain engraving & first aid kit for bonfire
101420	£356.25	handyman	October wages
101421	£237.83	Clerk	October wages
101422	£	Website	October wages (not submitted)
101423	£200	J Briars	Voluntary First Registration of Elder Bank Hall
101424	£37	Tony Shillingford	Flier for village Bonfire
	£	<b>TOTAL</b>	

### **PAYMENTS RECEIVED**

	£		
	£	<b>TOTAL</b>	

## **AGENDA ITEM 11.2**

### **GENERAL INCOME & EXPENDITURE**

Balance	01/04/2019	£	9,853.70
Less o/standing cheques		£	-
Add o/standing lodgements		£	-
		£	<u>9,853.70</u>

Receipts		£	26,953.99
Payments		£	20,181.34
Plus Transfers			
Balance	18/10/2019	£	<u>16,626.35</u>

Plus o/standing cheques		£	1,777.96
Cash in Bank	18/10/2019	£	<u>18,404.31</u>

Current Account	18/10/2019	£	18,404.31	0.00
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### **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		£	16,626.35
WODC Reserves		£	<u>29,700.00</u>
<b>TOTAL FUNDS</b>		£	<u>46,326.35</u>

## **AGENDA ITEM 12**

### **MONTHLY CORRESPONDENCE – 1 TO 30<sup>TH</sup> OCTOBER 2019**

#### **OFFICIAL CORRESPONDENCE:**

- a) Barclays statement
- b) PSE magazine
- c) Clerk & Council circular

#### **E-MAILS CIRCULATED IN MONTH**

HMRC – 4/10, 16/10, 18/10, 23/10,

Oxfordshire Clinical Commissioning Group – Talking Health – 15/10, 17/10, 25/10 (→ WW)

Police & Crime Commissioner 23/10 (not circulated)

Rural Services Network bulletin - 15/10, 29/10 (not circulated)

SLCC Membership – 11/10, 25/10

- 1/10 David Davies – allotment in Brize Norton
- 1/10 George Gould Bishton (Payman) – month 6 payroll
- 1/10 Christine Lyle (TVP) – Rural Crime Week
- 1/10 Tony Shillingford – allotment meeting
- 1/10 Jennifer Harrison – allotment meeting 7<sup>th</sup> Oct
- 1/10 Janet Borland – allotment meeting 7<sup>th</sup> Oct
- 1/10 Julie Hyland – allotment meeting 7<sup>th</sup> Oct
- 1/10 Michael Borland - allotment meeting 7<sup>th</sup> Oct
- 1/10 Nicholas Field-Johnson – summons
- 1/10 Anne Green - allotment meeting 7<sup>th</sup> Oct
- 1/10 Kyle Anderson – posting agenda
- 2/10 Christine Knight - allotment meeting 7<sup>th</sup> Oct
- 2/10 Bev Champion – Christmas craft Fair
- 2/10 Andrew Smith (WODC) – PRESS RELEASE: Event to Promote update on Water Issues
- 2/10 Lorraine Horne – Oxfordshire Museum November news
- 2/10 Wendy Way - allotment meeting 7<sup>th</sup> Oct
- 2/10 Fred Bellenger – payments
- 3/10 Fred Bellenger – water bill
- 3/10 Matt Batten – defibrillator pads
- 3/10 John Bowtell – Ting Tang Lane
- 3/10 Jenny Philpott – Re: allotments in Brize Norton
- 3/10 Andrew Smith (WODC) – PRESS RELEASE: Voucher scheme
- 4/10 Planning @west Oxon – 19/02506/HHD
- 4/10 Diane Davies – water bill
- 4/10 Andrew Smith (WODC) – PRESS RELEASE: Council backs community led housing schemes
- 5/10 Robert Courts -community newsletter
- 5/10 Tim Gush – Kids football team on the rec
- 5/10 Claire Shepherd - allotment meeting 7<sup>th</sup> Oct
- 7/10 Alex Postan - summons
- 7/10 Carolyn Peach – Kielder, 48 Station Road
- 7/10 Nicholas Field-Johnson – Tomorrows PC meeting
- 7/10 lilpatj - allotment meeting 7<sup>th</sup> Oct
- 7/10 Alex Humphreys – Application to record a Public right of Way in Brize Norton Parish
- 7/10 Communications (WODC) - PRESS RELEASE: Views sought on proposed Council tax support
- 7/10 Carolyn Peach – ref WOD00099669 48 Station Road
- 7/10 Tom Buxton – RAF Brize Norton Update

8/10 Active Places – Newsletter October 2019  
8/10 Tony Shillingford – 2.11.18 Risk assessment  
9/10 Andrew Winstone – Brize Meadow  
9/10 Andrew Smith (WODC) – PRESS RELEASE: New District Cycling Champion appointed  
10/10 Oxfordshire Playing Fields Association – AGM 29<sup>th</sup> Oct 2019  
11/10 McCracken – invoice for August  
11/10 Andrew Smith (WODC) – PRESS RELEASE: Bin probe reinforces recycling message  
11/10 Phil Holmes – community website  
11/10 Jennifer Harrison – speeding on Elm Grove  
12/10 Terry Hinchly – Paint for the playground  
12/10 Nick Field-Johnson – council meeting  
13/10 Tony Shillingford – allotment minutes 7.10.19  
14/10 John Bell – quarry Blasting  
14/10 Jeremy Briars – Lease of land between Christchurch and BNPC  
14/10 Jeremy Briars – Voluntary First Registration  
14/10 Miranda French - allotments  
14/10 Julie Tucker (Community Magazine Printing) - proofs  
15/10 Sue Carter (PDF) – new quote  
15/10 Tim Gush – Kids football team on Brize Rec  
15/10 Martin Adams – Blue Print printing Co  
15/10 Selina Aston – Account application  
15/10 BNPS – Cheque  
15/10 Tristan Ambrose (Fineprint) - proofs  
15/10 Steve Shaw – Council motion request (National Community Energy)  
16/10 CFO – Autumn update  
16/10 Neil McDonald – Pavilion by Humble Bumble  
17/10 X2 – red telephone boxes  
17/10 OALC – VE Day 75<sup>th</sup> Anniversary  
17/10 Jo Hall – Come to the Wheelpower Seasonal Shopping Event  
18/10 WODC Communications – PRESS RELEASE: Measures proposed to tackle new development issues  
21/10 Alice Foley – Managing Mental Health & Well being in the work place  
21/10 Amy Barnes – WODC Water Day 22<sup>nd</sup> October  
21/10 Tim Gush – Village Newsletter  
22/10 Martin Adams (Blueprint Imaging) – newsletter designers  
22/10 WODC Communications – PRESS RELEASE: Government Cash Boost to community Clean ups  
22/10 Stuart Cope – BNPC newsletter  
23/10 WODC Communications – PRESS RELEASE: Multi-agency operation makes taxi safety checks in West Oxfordshire  
23/10 J Briars – Voluntary First Registration  
23/10 Christine Lyle (OALC) – County Lines  
23/10 Gary Jarvis - timesheets  
24/10 Zurich – Are you prepared for Winter?  
25/10 Alec Jones – Re:20191224-FloodPrevention Working Group meeting  
25/10 WODC Communications – PRESS RELEASE: Make Halloween waste a less frightful affair  
25/10 Gary Jarvis - timesheet  
25/10 Tim Gush – Various Items  
25/10 planning@WestOxon – new planning application 19/02587/LBC  
26/10 Robert Courts MP – community newsletter  
29/10 Gary Jarvis – lead-free paint  
29/10 Wendy Pilling (publica) – out of office  
29/10 WeiWei Hu – budget & precept for BNPC  
29/10 Tony Shillingford – bonfire fliers

29/10 Nicholas Field-Johnson – meeting on 4/11

29/10 Bev Campion- BN Christmas Market

29/10 Georgia Gould-Bishon (Payman) – Month 4 payroll