

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs A Riseley,
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29th September 2020

To the Members of Brize Norton Parish

The next meeting of the Brize Norton Parish Council is to be held **due to the current situation regarding the Coronavirus and the Government's instructions, via email or video link at 7:30pm on Monday 5th October 2020. If members of the public have any questions for the Council, they should be submitted in writing to the Clerk who will invite them to attend the video conference. They will be covered under Point 4 - Public Participation.**

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 September 2020
- 4) **Public Participation**
 - 4.1 Tim Gush – marquee on Recreation Ground
 - 4.2 Paul Butler – traffic on Minster Road/ Chapel Hill/ Manor Road
- 5) **District and County Councillors' reports** for information only.
- 6) **Record of Councillor's meetings**
 - 6.1 Cllr Campion, Goble & Squire - Brize Meadow (Monday 5th 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
- 8) **Discussion and Decisions**
 - 8.1 Cllr Squire – Planning Precept for 2021-22
 - 8.2 Clerk – Poor's Plot Trustees
 - 8.3 Cllr Way – Welcome Brochure; identifying new households
 - 8.4 Cllr Squire – Elder Bank Hall extension tender
 - 8.5 All Councillors – Additional Grants for Elder Bank Extension
 - 8.6 Cllr Way – Website Administrator
- 9) **Progress Reports**
 - 9.1 Cllr Glazier – maintenance update
 - 9.2 Clerk – rabbits on Recreation Ground
 - 9.3 Clerk – Update on actions with the solicitor
 - 9.4 Cllr Stewart – Listing War Memorial
- 10) **Planning** – review of new planning applications and progress on outstanding applications (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
- 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 November 2020 at The Pavilion at 7.30pm or an online virtual meeting as advised by the Government due to COVID-19

AGENDA ITEM 10

NEW PLANNING APPLICATIONS:

20/02017/RES 14/0091/P/OP	Mr Andrew Winstone Land East Of Monahan Way Carterton	Reserved Matters application for Phase 2 comprising of 284 dwelling with associated landscaping, highway, drainage and infrastructure. Development comprising up to 700 houses, an employment area of 1.5 hectares (use classes B1 and B8, together with car showroom use which is sui generis), a local centre of 1 hectare (use classes A1 to A5, B1(a), C1, C2, C3, D1 and D2), a primary school with a site of 2.2 hectares, playing fields, allotments, informal open space, landscaping, drainage improvements and associated engineering works such as highways, cycleways and footways. Registered: 5th August 2020 Respond by: 8th October 2020
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PENDING PLANNING DECISIONS

20/01915/OUT	c/o Agent Brock Cottage Burford Road Brize Norton	Self-Build and/or Custom Housebuilding plots for 2 detached dwellings, (Outline application with all matters reserved except for access) Registered: 24th July 2020 Respond by: 3rd September 2020 Decision: Under Consideration
20/01993/FUL	Mr Daniel Bond Kielder 48 Station Road Brize Norton	Conversion of existing dwelling into two properties. Registered: 31st July 2020 Respond by: 25th September 2020 Decision: Under Consideration

DECIDED PLANNING DECISIONS:

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AGENDA ITEM 11.1

ORDERS FOR PAYMENT:

101516	£363.12	McCracken & Sons	Grass cutting – August 2020 (invoice #9662)
101517	£210	Crescent Accounting	Internal financial inspection
101518	£161.50	PMP	Printing of September newsletter
101519	£14.50	TCG	Printing of Welcome Brochures
101520	£337.25	Maintenance	September wage
101521	£224.36	Clerk	September wage
101522	£363.12	McCracken & Sons	Grass cutting – September 2020 (invoice #9712)
101523	£7.50	Alison Riseley	BNS&SC contracts to solicitors
101524	£143.88	Alison Riseley	Zoom Pro
SO	£75.00	Christchurch	Allotment Plots
SO	£5.00	Christchurch	Bus Shelters
101525	£690	Welch and Stammers	Solicitors costs
	£2,595.23	TOTAL	

PAYMENTS RECEIVED

	£		
	£		
	£		
	£	TOTAL	

AGENDA ITEM 11.2

GENERAL INCOME & EXPENDITURE

Balance	01/04/2020	£ 6,099.19	Notes
Less o/standing cheques		£ -	
Add o/standing lodgements		£ -	
		<u>£ 6,099.19</u>	
Receipts		£ 18,793.38	Includes VAT Refund
Payments		£ 12,544.37	Includes VAT to be Refunded
Plus Transfers		<u>£</u>	
Balance	18/09/2020	<u>£ 12,348.20</u>	VAT Reconciliation o/standing
Plus o/standing cheques		£ 854.44	Cheques paid, but still to be cashed
Less o/standing lodgements		£ -	
Cash in Bank	18/09/2020	<u>£ 13,202.64</u>	
Current Account	18/09/2020	£ 13,213.13	-10.49

RESERVES INCOME AND EXPENDITURE

Balance 1/4/2020		£ 21,870.00	WODC funds
Plus Receipts			
Less Transfers		<u>£</u>	
Current Reserves		<u>£ 21,870.00</u>	

AVAILABLE FUNDS

General Funds		£ 12,348.20	VAT Reconciliation o/standing
WODC Reserves		£ 21,870.00	
TOTAL FUNDS		<u>£ 34,218.20</u>	

AGENDA ITEM 12

MONTHLY CORRESPONDENCE – 1 TO 30 SEPTEMBER 2020

OFFICIAL CORRESPONDENCE:

- a) Electoral Roll update (WODC)
- b) Barclays Bank statement

E-MAILS CIRCULATED IN MONTH

CFO – 4/9, 10/9,

HMRC – 1/9, 2/9, 3/9, 7/9, 11/9, 15/9, 18/9, 22/9, 25/9, 26/9, 29/9

IIMC – 15/9,

National Health Executive – 17/9

Oxfordshire Clinical Commissioning Group – 18/9

Public Sector Executive – 1/9, 2/9, 3/9, 4/9, 4/9, 6/9, 7/9, 8/9, 9/9, 10/9, 10/9, 11/9, 13/9, 14/9, 15/9, 15/9, 16/9, 16/9, 17/9, 18/9, 20/9, 21/9, 22/9, 23/9, 24/9, 25/9, 25/9, 26/9, 29/9, 29/9

Rural Services Network bulletin - 1/9, 8/9, 15/9, 22/9, 29/9 (not circulated)

SLCC Membership – 8/9, 10/9, 15/9, 23/9, 25/9

- 1/9 Rhys Skym – invitation to tender
- 1/9 Jackie (TIMMS) - report
- 1/9 Ollie Bolt (PAYMAN) – reports
- 1/9 P Dunford – rude maintenance man
- 1/9 Jenny (5 A's hire) – statement
- 1/9 OALC – training for Councillors
- 1/9 Daniel Gibson – Nominations are open
- 1/9 Rob Smith – Vote now
- 1/9 OALC – Training – again!
- 1/9 Laura Hodges – charity event
- 2/9 J Briars – Voluntary First Registration
- 2/9 Liz Folley – SLCC Branch Catch-up
- 3/9 OALC – Experienced Councillor course
- 4/9 Planning@ West Oxon - application
- 4/9 J Briars - Voluntary First Registration
- 4/9 Bev Champion – meeting with Savills
- 7/9 OALC – Experienced Councillor course
- 7/9 1&1 IONOS - message
- 7/9 Nicholas Field-Johnson – agenda and draft minutes
- 7/9 Planning@West Oxon - application
- 7/9 Planning@West Oxon - application
- 8/9 Andrew Winstone – 20200907 Update meeting
- 9/9 Andrew Winstone – 20200907 Update meeting
- 9/9 Liz Folley – SLCC Branch Catch-up
- 10/9 1&1 IONOS - message
- 10/9 OALC – Face to Face or virtual meetings
- 10/9 Andrew Winstone – 20200907 Update meeting
- 11/9 Tony Shillingford – October Allotment meeting
- 11/9 Tony Shillingford – Allotment newsletter
- 13/9 OXON SA – automated response
- 13/9 Roger Smith (Savills) – meeting between Savills and BNPC
- 14/9 Anna Fairhurst - playground
- 14/9 David Smith - Invoice

15/9 Phil Tucker – Printing Publications SIM006356 September 2020 Edition newsletter
15/9 McCracken & Sons – invoice for August
15/9 Andrew Winstone – Brize Meadows Update
15/9 OXON SA – BNPC
15/9 Anthony Gibson – Allotment Plot
16/9 Liz Folley – SLCC Branch Catch-up
16/9 Roger Smith (Savills) - meeting between Savills and BNPC
16/9 Tony Shillingford – October Allotment meeting
17/9 OALC – Spare Space Roles and Responsibilities
18/9 Carolyn Peach – Invitation to Oxfordshire Clinical Commissioning Group meeting
18/9 Anthony - allotments
19/9 Waste Exemptions Service
19/9 Chris Woodward – surrender of allotment
19/9 Anthony Gibson – allotment plot
19/9 Tony Shillingford – Surrender of allotment
20/9 Keith Butler – Written Warning
20/9 Alexander Hammerton – BNPC car park line management
21/9 Roger Smith – Lease of Land with Christchurch
21/9 Roger Smith – Meeting between Savills
21/9 Tania Howe – Remittance Advice 21/09/20
21/9 Fred Bellenger – Poors Plot report for next newsletter
22/9 Keith Butler – Written Warning
22/9 OALC – updated advice
22/9 Abby Fettes – 20/02017/RES Brize Meadow
22/9 Judy Gush - Invoice
22/9 Liz Folley – SLCC Branch Catch-up
23/9 Tony Shillingford – October meeting
24/9 Angel Collodel – TTRO (T8165)
24/9 McCracken & Son – invoice Sept
25/9 Carolyn Peach – 48 Station Road, Planning Application
25/9 Head Teacher - Building
25/9 Gary Jarvis - Timesheet
25/9 Tim Gush - presentation
25/9 Andrew Mersch – October Meeting and update
26/9 Carolyn Peach - 48 Station Road, Planning Application
26/9 John Bell (Burford Quarry) – Blasting notice
26/9 WODC (Accounts) – G3 – RE: Remittance advice
28/9 Lucy Tallents (Zurich) – BNPC playground
28/9 Tony Shillingford – Andrew Mersch
29/9 Ollie Bolt (Payman) - reports
29/9 Jeremy Briars – Lease of Sports Pavilion
29/9
29/9
30/9