

BRIZE NORTON PARISH COUNCIL

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29th June 2021

To the Members of Brize Norton Parish

The next meeting of the Brize Norton Parish Council is to be held at the Brize Norton Sports and Social Club on **Monday 5th July 2021**. Members of the public may make representations to the Council (SO3e), which will be covered under Point 4 – Public Participation, but a question will not require a response at the meeting or start a debate (SO3h).

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 Annual Parish Meeting of the Council on Tuesday 5th June 2021
- 4) **Public Participation**
 - 4.1
- 5) **District and County Councillors' reports for information only.**
- 6) **Record of Councillor's meetings**
 - 6.1 **Cllr Way – Chairman's report**
 - 6.2 **Cllr Squire & Cllr Goble –Thames Water meeting (Wednesday 16th June),**
- 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 Squire – Elder Bank Hall Extension Committee
- 8) **Discussion and Decisions**
 - 8.1 All Councillors – To co-opt a councillor
 - 8.2 All Councillors – Queens' Platinum Jubilee Beacons
 - 8.3 All Councillors – To agree the Homeworking, Grievance & Discipline, Dignity at Work, Sickness Absence, Training & Development Policies
 - 8.4 Cllr Stewart – To discuss e-mail from member of the public re: Brize Meadow
 - 8.5 All councillors - E-mail from member of the public re: recreation ground
 - 8.6 All Councillors - New Appointments
 - 8.7 Cllr Squire – Phase 2 of EBH Tender
 - 8.8 All Councillors – OCC s Local List of Information Requirements for validation of planning and related applications
- 9) **Progress Reports**
 - 9.1 Cllr Glazier – maintenance update
 - 9.2 Cllr Way - Defibrillator
 - 9.3 Cllr Squire – S&SC agreement regarding commercial use of Sports clubs on recreation ground
- 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 June
 - 11.3 To approve the Annual Governance Statement

- 11.4 To approve the Annual Governance and Accounting Statement for 20-21
- 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 August 2021 in the Sports and Social Club

AGENDA ITEM 10

NEW PLANNING APPLICATIONS:

| | | |
|--|------------------------------|--|
| 20/03445/FUL Appeal APP/D3125/W/21 /3272744 | Terry Hinchly Quarry Dene | Proposed Conversion and Extension of Detached Garage to form New 2 Bedroom Dwelling. Appeal Start date: 4th June 2021 Respond: 9th July 2021 |
|--|------------------------------|--|

PENDING PLANNING DECISIONS

| | | |
|----------------------------------|---|---|
| 21/01859/HHD | Mr Mark Webb 45 Chichester Place Brize Norton Carterton | Demolition of conservatory, erection of single storey rear extension Registered: 18th May 2021 Respond: 16th June 2021 |
| 21/01772/HHD | Mr & Mrs J O'Shea 38 Chichester Place Brize Norton Carterton | Single storey front and rear extensions and rear dormer Registered: 17th May 2021 Respond: 15th June 2021 |
| 21/01197/FUL PP-09697382 | Tactical Medical Wing RAF Brize Norton Carterton Road Brize Norton Oxfordshire | Tactical Medical Wing RAF Brize Norton Carterton Road Brize Norton Oxfordshire Installation of a new Primary Surveillance Radar on a new radar tower together with associated works and a new ground-based equipment cabin. Registered: 18th May 2021 Respond: 11th June 2021 |
| 21/00937/RES 12/0091/P/OP | Mr Aiden Murray Land East Of Monahan Way Carterton | Reserved Matters Application for phase 1 of the Brize Meadows Local Centre (including primary school parking). Registered: 19th March 2021 Respond: 10th June 2021 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 |
| 21/01140/HHD 21/00655/HHD | Mr John Wootton 4 Rocky Banks Brize Norton Carterton Mr and Mrs Johnson | First floor extension to rear elevation Registered: 31st March 2021 Respond: 28th May 2021 Erection of a two-story rear extension and canopy over front entrance along with construction of a detached |

| | | |
|--|---------------------------------------|--|
| | Karimar, Burford Road Brize Norton | garage with office above. Alterations to include changes to fenestration, internal alterations to create an annex and creation of a new vehicular access. Registered: 7th April 2021 Respond: 4th May 2021 |
|--|---------------------------------------|--|

DECIDED PLANNING DECISIONS:

| | | |
|--------------|--|---|
| 21/01283/HHD | Mr And Mrs Simon Morrison 42 Chichester Place Brize Norton Carterton | Single and two storey rear extension conversion of garage to utility/shower room. Erect new single garage Registered: 1st April 2021 Respond: 28th May 2021 Decided: Approve Date: 24th June 2021 |
|--------------|--|---|

AGENDA ITEM 11.1

ORDERS FOR PAYMENT:

| | | | |
|-------------|------------------|---------------------|-------------------------------|
| BACS | £300.00 | Crescent Accounting | Internal audit |
| BACS | £382.00 | UBICO | Waste bin emptying service |
| BACS | £213.52 | Castle Water | Water Bill (April-May) |
| BACS | £95.00 | SLCC | 1-year renewal |
| BACS | £362.00 | Kevin Cambray | Stone Wall repair |
| BACS | £294.50 | Maintenance | June wage |
| BACS | £371.83 | Clerk | June wage |
| BACS | £370.28 | McCracken Ltd | Grass Cutting May 2020 (#100) |
| | £2,389.13 | TOTAL | |

PAYMENTS RECEIVED

| | | | |
|----------|---------------|---------------------|---|
| 10/06/21 | £80.00 | Christchurch Oxford | Repayment of allotment and bus payments |
| | £ | | |
| | £ | | |
| | £ | | |
| | £ | | |
| | £80.00 | TOTAL | |

AGENDA ITEM 11.2



BNPC FINANCIAL STATEMENT

Jun-21

GENERAL INCOME & EXPENDITURE

| | | | |
|----------------------------|------------|--------------------|--------------------------------------|
| Balance | 01/04/2021 | £ 11,728.34 | Notes |
| Less o/standing cheques | | £ - | |
| Add o/standing lodgements | | £ - | |
| | | <u>£ 11,728.34</u> | |
| Receipts | | £ 19,790.75 | Includes VAT Refund |
| Payments | | £ 10,621.77 | Includes VAT to be Refunded |
| Plus Transfers | | | |
| Balance | 19/06/2021 | <u>£ 20,897.32</u> | VAT Reconciliation o/standing |
| Plus o/standing payments | | £ 1,764.30 | Cheques paid, but still to be cashed |
| Less o/standing lodgements | | £ - | |
| Cash in Bank | 19/06/2021 | <u>£ 22,661.62</u> | |
| Current Account | 19/06/2021 | £22,661.62 | 0.00 |

RESERVES INCOME AND EXPENDITURE

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

AVAILABLE FUNDS

| | | | |
|--------------------|--|--------------------|-------------------------------|
| General Funds | | £ 20,897.32 | VAT Reconciliation o/standing |
| WODC Reserves | | £ 21,870.00 | |
| TOTAL FUNDS | | <u>£ 42,767.32</u> | |