

BRIZE NORTON PARISH COUNCIL

Acting Clerk to the Council: Miss Wendy Way
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31 August 2021

To the Members of Brize Norton Parish Council

The next meeting of Brize Norton Parish Council is to be held at the Brize Norton Sports and Social Club on **Monday 6th September, 2021** at 7.30pm. 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).

W. A. Way.

Wendy Way – acting Clerk to Brize Norton Parish Council

Agenda

- 1) **Apologies:** Cllr Pip Squire
- 2) **Declarations of interest** (Councillors are asked to declare an interest regarding items on the agenda this evening)
- 3) **Welcome the new Clerk.** Mrs Jo Webb has accepted the position
- 4) **Co-opt a new Councillor.** David Golding has expressed an interest in joining the Council
- 5) **Minutes:** To approve the Minutes of the last meeting of the Council on Monday, 2nd August, 2021
- 6) **Public Participation**
 - 4.1
- 5) **District and County Councillors' reports for information only.**
- 6) **Record of Councillor's meetings**
 - 6.1 Cllrs Squire and Goble - Meeting held with Bloor Homes and Abby Fettes, WODC Planning on Monday 9 August
 - 6.2 Cllr Goble attended a virtual meeting run by CPRE Oxfordshire on the subject of Oxfordshire Plan 2050 held on Thursday 19 August
 - 6.3 All Councillors attended a Public Meeting to discuss the planning application for the Radar Tower at the Elder Bank Hall on Thursday, 26 August
- 7) **Committee reports**
 - 7.1 Cllr Goble - Neighbourhood Plan Steering Committee: Neighbourhood Plan
 - 7.2 Cllr Squire/ Goble/ Stewart – 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 All Councillors – Pre school and garden extension
 - 8.2 Cllr Glazier – Management of the recreation field by S&SC
 - 8.3 Cllr Way – Website Administrator – one application received
 - 8.4 All Councillors – Next actions from the Public Meeting re Radar Tower
- 9) **Progress Reports**
 - 9.1 Cllr Way – Chairman's progress report
 - 9.2 Cllr Glazier – Maintenance update and update on plans for two Attenuation Ponds
 - 9.3 Cllr Squire – High water meter reading
- 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 August
- 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
- 12.1 Cllrs Goble & Squire – seminar re S106 contributions run by WODC
- 14) Date of next meeting Monday 4th October, 2021 in the Sports and Social Club at 7.30pm

AGENDA ITEM 10

NEW PLANNING APPLICATIONS:

21/02635/HHD	Ms Elizabeth Bellenger Fennell Cottage Chapel Hill Brize Norton	Demolition of existing timber entrance and bathroom to rear elevation. Extension of single storey rear extension and conservatory to front elevation Registered: 30th July 2021 Respond: 23rd August 2021 Decision:
21/02650/HHD	Ms Jacqui Macfarlane 69 Station Road Brize Norton	Erection of single storey side and rear extension. Registered: 3rd August 2021 Respond: 27th August 2021 Decision:
21/02664/FUL	LNT Care Developments/Bloor Homes Land At Grid Reference 428950 207707 Monahan Way Carterton	Erection of a two storey sixty-six-bedroom care home for the elderly with associated works. Registered: 4th August 2021 Respond: 30th August 2021 Decision:
21/02727/RES 14/0091/P/OP	Mr Andrew Winstone Bloor Homes	Reserved Matters application for details of appearance, landscaping, layout and scale for the country park, public open space, structural landscaping and allotments following Outline planning permission (14/0091/P/OP). Registered: 16th August 2021 Respond: 6th September 2021 Decision:

PENDING PLANNING DECISIONS

<p>21/02388/HHD</p>	<p>Mr and Mrs E Gore Ingleside, 51 Station Road, Brize Norton</p>	<p>Erection of a two-storey side extension and single storey rear extension Registered: 7th July 2021 Respond: 3rd August 2021 Awaiting Decision</p>
<p>20/03445/FUL Appeal APP/D3125/W/21/3272744</p>	<p>Terry Hinchly Quarry Dene</p>	<p>Proposed Conversion and Extension of Detached Garage to form New 2 Bedroom Dwelling. Appeal Start date: 4th June 2021 Respond: 9th July 2021 Appeal in progress</p>
<p>21/01197/FUL PP- 09697382</p>	<p>Tactical Medical Wing RAF Brize Norton Carterton Road Brize Norton Oxfordshire</p>	<p>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 Under consideration</p>
<p>21/00937/RES 12/0091/P/OP</p>	<p>Mr Aiden Murray Land East Of Monahan Way Carterton</p>	<p>Reserved Matters Application for phase 1 of the Brize Meadows Local Centre (including primary school parking). 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: 19th March 2021 Respond: 10th June 2021 Under consideration</p>
<p>21/01140/HHD</p>	<p>Mr John Wootton 4 Rocky Banks Brize Norton Carterton</p>	<p>First floor extension to rear elevation Registered: 31st March 2021 Respond: 28th May 2021 Under Consideration</p>

DECIDED PLANNING DECISIONS: NONE

AGENDA ITEM 11.1

ORDERS FOR PAYMENT



Brize Norton Parish Council

PAYMENTS SCHEDULE - FY 2021/2022

SUMMARY PAYMENTS MADE		
Gross Payments	VAT	Nett Payments
£ 16,836.56	£ 1,188.43	£ 15,648.13

£ -

ORDERS FOR PAYMENT						
Payment Type	Payee	Details	Gross Amount	VAT	Nett Amount	VAT Rate
BACs	Moore	External Audit Fees	£ 48.00	£ 8.00	£ 40.00	20%
BACs	WEL MEDICAL	Defibrillator Battery	£ 223.14	£ 37.19	£ 185.95	20%
BACs	RoSPA Play Safety	Annual Playground Inspection	£ 120.00	£ 20.00	£ 100.00	20%
BACs	Castle Water	Final & Late Payment	£ 74.14	£ 5.25	£ 68.89	8%
BACs	C Woodward	IONOS Quarterly Payment	£ 28.76	£ -	£ 28.76	0%
BACs	J Woodward	Radar Tower Leaflet: Design & Print	£ 89.92	£ -	£ 89.92	0%
DD	Everflow Water	Forecast Water Use to 9/10/21	£ 921.91	£ -	£ 921.91	0%
BACs	Mick's Skips	Skip for Allotment Use	£ 258.00	£ 43.00	£ 215.00	20%
BACs	Clerk	Expenses - August	£ 0.90	£ -	£ 0.90	0%
BACs	Clerk	Wages - August	£ 113.30	£ -	£ 113.30	0%
BACs	Handyman	Wages & Backpay - August	£ 389.34	£ -	£ 389.34	0%
BACs	McCracken	Grass cutting - August Inv #	£ 370.28	£ 61.71	£ 308.57	20%
BACs	OPFA	Annual Subscription	£ 42.00	£ -	£ 42.00	0%
TOTAL ORDERS FOR PAYMENT			£ 2,679.69	£ 175.15	£ 2,504.54	

Please note: The Summary of Payments Made at the top of the table shows what BNPC has paid/committed to pay year to date in terms of:

- Gross Payments these are total payments made for goods and services including VAT.
- VAT amount, this is the amount of VAT the Parish Council is able to claim back.
- Nett Payments, this is the amount we have paid after VAT is reclaimed and is what is measured in our Budget

The Columns in the ORDERS FOR PAYMENT are I believe self-explanatory.

PAYMENTS RECEIVED – NONE

AGENDA ITEM 11.2

Reconciliation to Bank Account 30/08/2021:

This needs to be updated to reflect the OPFA payment:



BNPC FINANCIAL STATEMENT

30 August 2021

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		£	19,931.50	Includes VAT Refund
Payments		£	16,836.56	Includes VAT to be Refunded
Plus Transfers				
Balance	30/08/2021	£	<u>14,823.28</u>	VAT Reconciliation o/standing
Plus o/standing payments		£	2,008.98	Outstanding Items + Orders for Payment
Less o/standing lodgements		£	-	
Cash in Bank	30/08/2021	£	<u>16,832.26</u>	
Current Account	30/08/2021	£	16,832.26	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		£	14,823.28	VAT Reconciliation o/standing
WODC Reserves		£	<u>21,870.00</u>	
TOTAL FUNDS		£	<u><u>36,693.28</u></u>	