

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb
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30th November 2021

To the Members of Brize Norton Parish Council

You are hereby summoned to attend the next meeting of Brize Norton Parish Council to be held at the Brize Norton Sports and Social Club on **Monday 6th December 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).

Yours sincerely

Jo Webb
Clerk to Brize Norton Parish Council

Agenda

- 1) Apologies.**
- 2) Declarations of interest.** (Councillors are asked to declare an interest regarding items on the agenda this evening)
- 3) Co-opt a new Councillor:** Nick Bamber has expressed an interest in joining the Parish Council.
- 4) Minutes:** To approve the Minutes of the last meeting of the Council on Monday 1st November 2021.
- 5) Public Participation.**
- 6) District and County Councillors' reports for information only.**
- 7) Record of Councillor's meetings:**
 - 7.1 Cllr Goble – Neighbourhood Plan – 11th November
 - 7.2 Cllr Goble & Cllr Squire – Bloor Homes – 19th November
 - 7.3 Cllr Way & Cllr Goble – Parish waste bins – 22nd November
 - 7.4 Clerk - Agendas & Minutes training – 2nd & 9th November
- 8) Councillor reports:**
 - 7.1 Cllr Way – Chairman's Report
 - 7.2 Cllr Goble - Neighbourhood Plan Steering Group
 - 7.3 Cllrs Squire/Goble/Stewart - Brize Meadow detailed planning sub committee
 - 7.4 Cllr Goble - Highways Committee - Traffic and speed progress in Brize Norton/OCC Highways
 - 7.5 Cllr Squire and Cllr Stewart - Elder Bank Hall Extension
 - 7.6 Cllrs Glazier/Goble/Golding - Thames Water flooding & sewerage issues
 - 7.7 Cllr Way & Cllr Golding – NEAPS
- 9) Discussion and Decisions:**
 - 9.1 Radar Tower
 - 9.2 Allotments
 - 9.3 Rabbits
 - 9.4 Renewal of grass cutting contract
 - 9.5 Burford weight limit
 - 9.6 20s Plenty initiative
 - 9.7 Discuss and agree date for January 2022 meeting

10) Progress Reports:

- 10.1 Cllr Glazier – Maintenance
- 10.2 Cllr Glazier – Management of the recreation field by S&SC
- 10.3 Clerk – Gigaclear Community Hub Scheme
- 10.4 Cllr Stewart & Cllr Golding – Website & App quotes
- 10.5 Cllr Squire – AGAR & finance update
- 10.6 Clerk – Renewal of McAfee licence and computer health check
- 10.7 All Cllrs - Budget

11) Planning: Review of new planning applications and progress on outstanding applications (on attached appendix).

12) Finance:

- 12.1 To consider payments to be made (on attached appendix).
- 12.2 To examine the bank accounts (income and expenditures) during November.

13) Other correspondence to note (clerk to alert Councillors to any specific concerns).

14) Date of next meeting – Monday 10th January 2022 (to be confirmed).

AGENDA ITEM 11

NEW PLANNING APPLICATIONS:

21/03585/HHD	Ms Lisa Clements 22 Carterton Road Brize Norton	Erection of single storey extension with balcony above Registered: 8th November 2021 Respond: 1st December 2021
21/03586/LBC	Ms Lisa Clements 22 Carterton Road Brize Norton	Internal & external alterations to include erection of single storey extension with balcony above together with the painting of all new and existing windows and doors Registered: 8th November 2021 Respond: 1st December 2021

PENDING PLANNING DECISIONS:

21/03136/FUL	Mr Daniel Bond Kielder 48 Station Road Brize Norton	Erection of two semi-detached dwellings together with associated works. Registered: 12th October 2021 Respond: 4th November 2021 Under consideration
21/03073/HHD	Mr Stuart Finlayson 2 Masons Arms Cottages Burford Road Brize Norton	Erection of a two storey and single storey side extensions Registered: 15th September 2021 Respond: 7th October 2021 Under consideration

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 Under consideration
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 Awaiting decision
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). 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

PLANNING APPEAL:

APP/D3125/W/ 21/3274197	C/o Agent Brock Cottage Burford Road Brize Norton	Self-build and/or custom housebuilding plots for 2 detached dwellings. Original planning application 20/01915/OUT Respond: 12th November 2021
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DECIDED PLANNING DECISIONS:

NONE

AGENDA ITEM 12.1

ORDERS FOR PAYMENT:



Brize Norton Parish Council

PAYMENTS SCHEDULE - FY 2021/2022

SUMMARY PAYMENTS MADE		
Gross Payments	VAT	Nett Payments
£ 22,196.09	£ 1,561.19	£ 20,634.90

ORDERS FOR PAYMENT						
Payment Type	Date Approved	Payee	Details	Gross Amount	VAT	Nett Amount
DD	06/12/2021	Everflow Water	Forecast Water use up to 9/1/22	£ 88.52		£ 88.52
BACs	06/12/2021	TCG Advertising	Donation for printing of bonfire event leaflets	£ 73.00		£ 73.00
BACs	06/12/2021	5As Tool & Plant Hire	Village Maintenance	£ 110.01	£ 18.34	£ 91.67
BACs	06/12/2021	Payman	Payroll services	£ 86.40	£ 14.40	£ 72.00
BACs	06/12/2021	UBICO	Waste bins emptying (Oct 2021 to March 2022)	£ 452.40	£ 75.40	£ 377.00
BACs	06/12/2021	Gary Jarvis	Handyman wages - November	£ 339.32		£ 339.32
BACs	06/12/2021	Jo Webb	Clerk wages - November	£ 408.40		£ 408.40
BACs	06/12/2021	HMRC	Tax payable on Clerks wages - November	£ 97.60		£ 97.60
BACs	06/12/2021	McCracken	Grass cutting - November	£ 370.24	£ 61.71	£ 308.53
BACS	06/12/2021	OALC	Chairman training	£ 66.00	£ 11.00	£ 55.00
Total orders for payment				£ 2,091.89	£ 180.85	£ 1,911.04

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.
- Net Payments, this is the amount we have paid after VAT is reclaimed and is what is measured in our Budget

PAYMENTS RECEIVED:

RECEIPTS SCHEDULE - FY 2021/2022		SUMMARY OF RECEIPTS	
		Totals to date	Amount
			£ 36,637.91

PAYMENTS MADE				
Payment Type	Date Advise	Source	Details	Amount
BACs	27/10/2021	BNS&SC	Water Reimbursement	£ 131.21
BACs	27/10/2021	BNS&SC	Water Reimbursement	£ 221.49
CHQ	27/10/2021	Elder Bank Hall	Water Reimbursement	£ 124.58
CHQ	27/10/2021	Elder Bank Hall	Water Reimbursement	£ 159.41
BACs	19/10/2021	OALC	Refund of amount paid in error	£ 28.76
Total receipts				665.45

AGENDA ITEM 12.2

Reconciliation to Bank Account: 20th November 2021



BNPC FINANCIAL STATEMENT

19th November 2021

GENERAL INCOME & EXPENDITURE

Balance	01/04/2021	£	11,728.34
Less o/standing cheques		£	-
Add o/standing lodgements		£	-
		£	<u>11,728.34</u>

Notes

Receipts		£	36,637.91
Payments		£	22,196.09
Plus Transfers			
Balance	19/11/2021	£	<u>26,170.16</u>

Includes VAT Refund

Includes VAT to be Refunded

VAT Reconciliation o/standing

Plus o/standing payments		£	2,309.52
Less o/standing lodgements		£	-
Cash in Bank	19/11/2021	£	<u>28,479.68</u>

Outstanding Items + Orders for Payment

Current Account 19/11/2021 £28,479.68 0.00

RESERVES INCOME AND EXPENDITURE

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

WODC funds

AVAILABLE FUNDS

General Funds		£	26,170.16
WODC Reserves		£	21,870.00
TOTAL FUNDS		£	<u>48,040.16</u>

VAT Reconciliation o/standing