

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

18 Chichester Place, Brize Norton, OX18 3PD

Telephone: 01993 840890

E-mail: clerk@brizenortonparishcouncil.co.uk



26th October 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 1st November 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).

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) **Minutes:** To approve the Minutes of the last meeting of the Council on 4th October 2021.
- 4) **Public Participation.**
- 5) **District and County Councillors' reports for information only.**
- 6) **Record of Councillor's meetings:**
 - 6.1 Cllr Way – Elder Bank Hall committee meeting – 19th October
 - 6.2 Cllr Way & Cllr Goble – CFO – 28th October
 - 6.3 Cllrs Way/Goble/Stewart – Tree planting at Brize Meadow Country Park – 21st October
- 7) **Working group reports:**
 - 7.1 Cllr Goble - Neighbourhood Plan Steering Group
 - 7.2 Cllrs Squire/Goble/Stewart - Brize Meadow detailed planning sub committee
 - 7.3 Cllr Goble - Highways Committee - Traffic and speed progress in Brize Norton/OCC Highways
 - 7.4 Cllr Squire and Cllr Stewart - Elder Bank Hall Extension
 - 7.5 Cllrs Glazier/Goble/Golding - Thames Water flooding & sewerage issues
 - 7.6 Cllr Way & Cllr Golding – NEAPS
- 8) **Discussion and Decisions:**
 - 8.1 Radar Tower
 - 8.2 Allotments
 - 8.3 Rabbits on recreation ground
 - 8.4 Donation of trees & flowers by member of the public
 - 8.5 Response to member of public's concerns regarding traffic calming and litter bins
 - 8.6 Future proof recreation ground grass cutting
 - 8.7 Climate & Ecological emergency bill
- 9) **Progress Reports:**
 - 9.1 Cllr Glazier - Maintenance
 - 9.2 Cllr Glazier - Management of recreation field by S&SC
 - 9.3 Cllr Goble - Gigclear Community Hub Scheme
 - 9.4 Cllr Stewart and Cllr Golding - Website & App quotes
 - 9.5 Cllr Squire - AGAR & finance update

9.6 Clerk - Renewal of McAfee licence and computer health check

9.7 All Cllrs - Planning budgets

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 October.

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 6th December 2021.

AGENDA ITEM 10

NEW PLANNING APPLICATIONS:

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
--------------	--	--

PENDING PLANNING DECISIONS:

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 Under consideration

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
----------------------------	--	---

DECIDED PLANNING DECISIONS:

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 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 Decision: Approve Date: 13th October 2021
21/01140/HHD	Mr John Wootton 4 Rocky Banks Brize Norton Carterton	First floor extension to rear elevation Registered: 31st March 2021 Respond: 28th May 2021 Decision: Approve Date: 18th October 2021
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: Approve Date: 20th October 2021

AGENDA ITEM 11.1

ORDERS FOR PAYMENT



Brize Norton Parish Council

PAYMENTS SCHEDULE - FY 2021/2022

SUMMARY PAYMENTS MADE		
Gross Payments	VAT	Nett Payments
£ 20,065.99	£ 1,360.43	£ 18,705.56

£ -

ORDERS FOR PAYMENT							
Payment Type	Date Approved	Payee	Details	Gross Amount	VAT	Nett Amount	VAT Rate
DD	01/11/2021	Everflow Water	Forecast Water use to 9/12/21	£ 207.59		£ 207.59	0%
CHQ	01/11/2021	Fred Bellenger	Memorial flowers & petrol for mower	£ 185.94		£ 185.94	0%
CHQ	01/11/2021	Fred Bellenger	Engraving of Best Kept Allotment Trophy	£ 22.00		£ 22.00	0%
BACs	01/11/2021	SLCC	Agenda & Minutes training course for Clerk	£ 72.00	£ 12.00	£ 60.00	20%
BACs	01/11/2021	Alison Riseley	Reimbursement of Zoom subscription	£ 143.88		£ 143.88	0%
BACs	01/11/2021	McCracken	Grass cutting - October Inv	£ 370.24	£ 61.71	£ 308.53	20%
BACs	01/11/2021	McAfee	Virus Protection renewal	£ 20.99	£ 3.33	£ 17.66	19%
BACs	01/11/2021	C Woodward	IONOS Monthly Payment extra email storage	£ 3.60		£ 3.60	0%
BACs	01/11/2021	Gary Jarvis	Handyman wages - October	£ 309.38		£ 309.38	0%
BACs	01/11/2021	Jo Webb	Clerk wages - October	£ 274.25		£ 274.25	0%
BACs	01/11/2021	HMRC	Tax payable on Clerk wages - October	£ 64.00		£ 64.00	0%
Total orders for payment				£ 1,673.87	£ 77.04	£ 1,596.83	

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

PAYMENTS RECEIVED –



Brize Norton Parish Council

RECEIPTS SCHEDULE - FY 2021/2022

SUMMARY OF RECEIPTS

Totals to date

Amount

£ 35,972.46

PAYMENTS MADE

Payment Type	Date Advise	Source	Details	Amount
CHQ	07/10/2021	Elder Bank Hall	Water Reimbursement	£ 193.71
CHQ	08/10/2021	Spicer	Allotment Rent	£ 25.00
Total Receipts				218.71

AGENDA ITEM 11.2

Reconciliation to Bank Account: 20th October 2021



BNPC FINANCIAL STATEMENT

20th October 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		£ 35,972.46	Includes VAT Refund
Payments		£ 20,065.99	Includes VAT to be Refunded
Plus Transfers			
Balance	20/10/2021	<u>£ 27,634.81</u>	VAT Reconciliation o/standing
Plus o/standing payments		£ 1,853.87	Outstanding Items + Orders for Payment
Less o/standing lodgements		£ -	
Cash in Bank	20/10/2021	<u>£ 29,488.68</u>	
Current Account	20/10/2021	£29,488.68	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		£ 27,634.81	VAT Reconciliation o/standing
WODC Reserves		£ 21,870.00	
TOTAL FUNDS		<u>£ 49,504.81</u>	