

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb
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1st November 2022

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 Pavillion on **Monday 7th November 2022 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).

Yours sincerely

A handwritten signature in black ink, appearing to read "Jo Webb".

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 Monday 3rd October 2022.
- 4) Public Participation.**
 - 4.1 PCSO Richard Conner's update
- 5) District and County Councillors' reports for information only.**
- 6) Councillor reports:**
 - 6.1 Cllr Way - Chairman's Report
 - 6.2 Cllr Goble - Neighbourhood Plan Steering Group
 - 6.3 Cllr Goble - Brize Meadow detailed plan sub committee
 - 6.4 Cllr Goble & Cllr State - Highways committee
- 7) Discussion and Decisions:**
 - 7.1 All Cllrs - Budget
 - 7.2 Cllr Way - Grant for Bike Racks
 - 7.3 All Cllrs - Increase to Clerk's hours
- 8) Progress Reports:**
 - 8.1 Cllr Woodward - Maintenance
 - 8.2 Cllr Way & Cllr Golding - NEAP
 - 8.3 Cllr Goble & Cllr Woodward – Elder Bank Hall extension
 - 8.4 Cllr Woodward - Asset Management
 - 8.5 Cllr Woodward - Risk Assessment
 - 8.6 All Cllrs - Bus Schedule & Shelters
 - 8.7 Cllr Golding - Refurbishment of play park

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

10) Finance:

10.1 To consider payments to be made (on attached appendix).

10.2 To examine the bank accounts (income and expenditures).

11) Other correspondence to note (Clerk to alert Councillors to any specific concerns).

12) Items for future agenda.

13) Date of next meeting – Monday 5th December 2022.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

22/02866/ADV	Ms Debbie Richings Unit 1 Kipling Court Brize Norton	Erection of three internally illuminated fascia signs, eight non-illuminated signs and non illuminated window graphics Registered: 17th October 2022 Response: 17th November 2022
22/02064/RES	Mr Andrew Winstone Land East of Monahan Way Carterton	Reserved Matters application for Phase 3A comprising 164 dwellings with associated landscaping, highway and drainage infrastructure. (Amended Plans). Registered: 27th July 2022 Respond: 9th November 2022
22/02726/ADV	Mr A Murray Unit 5 Kipling Court Brize Norton	Erection of various internally illuminated and non illuminated free standing signage and six internally illuminated fascia signs Registered: 18th October 2022 Respond: 11th November 2022
22/02718/S73	Aquila ATMS Ltd on behalf of UK MOD Land for Tactical Medical Wing RAF Brize Norton Carterton	Variation of condition 10 and removal of condition 11 of permission 21/01197/FUL to allow changes to the biodiversity enhancement and landscaping scheme and removal of the tree/hedge/shrub planting/replacement scheme Registered: 4th October 2022 Respond: 3rd November 2022
22/02703/HHD	Mr & Mrs A Rogers 23 Chestnut Close Brize Norton	Proposed garage conversion with associated internal and external works Registered: 3rd October 2022 Respond: 1st November 2022

PENDING PLANNING DECISIONS:

22/02064/RES	Mr Andrew Winstone Land East of Monahan Way Carterton	Reserved Matters application for Phase 3A comprising 164 dwellings with associated landscaping, highway and drainage infrastructure Registered: 27th July 2022 Respond: 2nd September 2022 Under Consideration
22/01593/FUL	Kilkenny Lane Country Park Elmhurst Way Brize Norton	Extension of car park Registered: 8th June 2022 Respond: 13th July 2022 Awaiting decision

DECIDED PLANNING DECISIONS:

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 Approved: 5th October 2022
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AGENDA ITEM 10.1
ORDERS FOR PAYMENT:



Brize Norton Parish Council

PAYMENTS SCHEDULE - FY 2022/2023

SUMMARY PAYMENTS MADE		
Gross Payments	VAT	Nett Payments
£ 25,215.69	£ 1,115.72	£ 24,099.97

ORDERS FOR PAYMENT

Payment Type	Date Approved	Payee	Details	Invoice number	Gross Amount	VAT	Nett Amount
CHQ	07/11/2022	Royal British Legion	Donation for poppy wreaths		£ 60.00		£ 60.00
BACs	07/11/2022	AK Timms	Village Maintenance	1376504	£ 6.35	£ 1.06	£ 5.29
DD	07/11/2022	ChristChurch	Bus Shelter Rent	48500	£ 5.00		£ 5.00
DD	07/11/2022	ChristChurch	Allotment Rent	48502	£ 75.00		£ 75.00
BACs	07/11/2022	OALC	Training - Budgeting	W-2289	£ 66.00	£ 11.00	£ 55.00
BACs	07/11/2022	5As Tool & Plant Hire	Village Maintenance	117411	£ 64.05	£ 10.67	£ 53.38
CHQ	07/11/2022	Fred Bellenger	Petrol & Drive Belt for Mower		£ 151.77		£ 151.77
BACs	07/11/2022	Mister Mowerman	Recreation ground mower maintenance		£ 105.00		£ 105.00
BACs	07/11/2022	McCracken & Sons LTD	Grass Cutting - October	14432	£ 417.60	£ 69.60	£ 348.00
BACs	07/11/2022	Payman	Payroll services	2042	£ 90.00	£ 15.00	£ 75.00
BACs	07/11/2022	Gary Jarvis	Handyman wages - October		£ 309.38		£ 309.38
BACs	07/11/2022	Jo Webb	Clerk wages - October		£ 475.00		£ 475.00
BACs	07/11/2022	HMRC	Tax payable on Clerk wages - October		£ 112.20		£ 112.20
BACs	07/11/2022	AK Timms	Village Maintenance	895714	£ 8.63	£ 1.44	£ 7.19
BACs	07/11/2022	Chapel Hill Design & Marketing	Website Admin	CHD-M-034	£ 300.00		£ 300.00
BACs	07/11/2022	Chapel Hill Design & Marketing	Newsletter design & printing	CHD-D-036	£ 640.00		£ 640.00
				Total	£ 2,885.98	£ 108.77	£ 2,777.21
							£ -
							£ -

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:



Brize Norton Parish Council

**RECEIPTS SCHEDULE -
FY 2022/2023**

SUMMARY OF RECEIPTS

Totals to date

Amount

£ 40,580.31

PAYMENTS MADE

Payment Type	Date Advised	Source	Details	Amount
BACs	28/09/2022	Groundwork UK	Neighbourhood Plan Grant	£ 1,000.00

AGENDA ITEM 10.2

Reconciliation to Bank Account:



BNPC FINANCIAL STATEMENT

Monday 31st October 2022

GENERAL INCOME & EXPENDITURE

Balance	01/04/2022	£	13,926.76
Less o/standing receipts			
Add o/standing payments			
		£	13,926.76

Receipts		£	40,580.31
Payments		£	25,215.69
Plus Transfers			
Balance	31/10/2022	£	29,291.38

Plus o/standing payments		£	5,691.86
Less o/standing lodgements		£	-
Cash in Bank	31/10/2022	£	34,983.24

Current Account 31/10/2022 £34,983.24 0.00

RESERVES INCOME AND EXPENDITURE

Balance 1/4/2020		£	21,838.09
Plus Receipts			
Less Transfers			
Current Reserves		£	21,838.09

AVAILABLE FUNDS

General Funds		£	29,291.38
WODC Reserves		£	21,838.09
TOTAL FUNDS		£	51,129.47

VAT Reconciliation o/standing

Outstanding Items + Orders for Payment

WODC funds

VAT Reconciliation o/standing