

**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](mailto:clerk@brizenortonparishcouncil.co.uk)



31<sup>st</sup> January 2023

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 Pavilion on **Monday 6<sup>th</sup> February 2023 at 7.30pm.**

Members of the public may make representations to the Council which will be covered under Point 4 – Public Participation. The meeting will adjourn for this item. Members of the public may speak for a maximum of three minutes each during the period of public participation, in line with Standing Orders. Matters raised shall relate to the items on this agenda. Members of the public may ask questions to the Council, but may not receive a decision until the matter has been debated and a decision taken. Please seek out the Parish Clerk to register before the start of the meeting if you wish to speak so the Chairman can welcome you.

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) **Minutes:** To approve the Minutes of the last meeting of the Council on Monday 9<sup>th</sup> January 2023.
- 4) **Public Participation:** Please see information above.
- 5) **District and County Councillors' reports for information only.**
- 6) **Councillor reports:**
  - 6.1 Cllr Way - Chairman's Report
  - 6.2 Cllr Goble – Thames Water Meeting
  - 6.3 Cllr Woodward & Cllr Truman – Elder Bank Hall Committee
  - 6.4 Cllr Goble - Neighbourhood Plan Steering Group
  - 6.5 Cllr Goble & Cllr Truman - Brize Meadow detailed plan sub committee
  - 6.6 Cllr State - Highways committee
- 7) **Discussion and Decisions:**
  - 7.1 Change to May's Annual Parish Council meeting date due to the extra Bank Holiday
  - 7.2 Elder Bank Hall – Flood
  - 7.3 Allotments - Review of rent and communal compost heap
  - 7.4 King's Coronation
  - 7.5 Purchase of new battery for the lawnmower

## 8) Progress Reports:

- 8.1 Cllr Woodward - Maintenance
- 8.2 Cllr Way - NEAP
- 8.3 Cllr Goble & Cllr Woodward – Elder Bank Hall extension
- 8.4 Cllr Woodward - Risk Assessment
- 8.5 Clerk - Gigaclear Community Hub renewal
- 8.6 Savills - Lease Land Contract
- 8.7 Elder Bank Hall Committee

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 6<sup>th</sup> March 2023.

## AGENDA ITEM 9

### NEW PLANNING APPLICATIONS:

23/00014/S73	Mr D Bond Kielder 48 Station Road Brize Norton	Removal of condition 5 due to building works above ground already commenced and variation of condition 2 to allow changes to fenestration, external flue for log burner and updated layout and oak porch, both of permission 21/04101/FUL (part retrospective) <b>Registered: 19<sup>th</sup> January 2023</b> <b>Respond: 13<sup>th</sup> February 2023</b>
22/03539/FUL	Mr Andrew Winstone Land (E) 429494 (N) 207689 Monahan Way Carterton	Construction of 99 dwellings (to include 35 affordable homes) garages, estate roads and drainage infrastructure <b>Registered: 13<sup>th</sup> January 2023</b> <b>Respond: 8<sup>th</sup> February 2023</b>

### PENDING PLANNING DECISIONS:

22/03396/FUL	Miss R Kendrew Land West of Kipling Court Brize Norton	Installation of six rapid electric vehicle charging stations within the car park of Gentian Investments Property Ltd. Six parking spaces will become EV charging bays, along with associated equipment <b>Registered: 8<sup>th</sup> December 2022</b> <b>Respond: 12<sup>th</sup> January 2023</b> <b>Awaiting Decision</b>
--------------	--	---

22/01593/FUL	Mr C French Kilkenny Lane Country Park Elmhurst Way Brize Norton	Extension of car park (amended) <b>Registered: 8<sup>th</sup> June 2022</b> <b>Response: 9<sup>th</sup> January 2023</b> <b>Under Consideration</b>
--------------	---	--

DECIDED PLANNING DECISIONS:

22/03324/HHD	Mr & Mrs A Eykyn Chance Cottage Kilkenny Lane Brize Norton	Remove outbuilding and replace with annexe (amendment to 22/00941/HHD) <b>Registered: 1<sup>st</sup> December 2022</b> <b>Response: 6<sup>th</sup> January 2023</b> <b>Approved: 19<sup>th</sup> January 2023</b>
22/03342/HHD	Mr Hicks 2 Honeyham Close Brize Norton	Demolition of existing conservatories, erection of two storey rear extension. <b>Registered: 5<sup>th</sup> December 2022</b> <b>Response: 3<sup>rd</sup> January 2023</b> <b>Approved: 30<sup>th</sup> January 2023</b>

**AGENDA ITEM 10.1**

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
BACs	06/02/2023	AK Timms	Key cutting	1376504	£ 6.50	£ 1.08	5.42
BACs	06/02/2023	Wendy Way	Reimbursement of training course fees		£ 38.93		38.93
DD	06/02/2023	IONOS	Additional email storage	203034293570	£ 10.80	£ 1.80	9.00
BACs	06/02/2023	McCracken & Sons LTD	Grass Cutting		£ 417.60	£ 69.60	348.00
BACs	06/02/2023	OPC Drain Services	Investigate blocked drain	45827	£ 96.00	£ 16.00	80.00
BACs	06/02/2023	Gary Jarvis	Handyman wages - January		£ 219.56		219.56
BACS	06/02/2023	Jo Webb	Clerk wages - January		£ 456.53		456.53
BACs	06/02/2023	HMRC	Tax payable on Clerk wages - January		£ 114.20		114.20
BACs	06/02/2023	Chapel Hill Design	Website & Social Media Admin	CHD-M-050	£ 300.00		300.00
BACs	06/02/2023	Chapel Hill Design	Newsletter design & Printing	CHD-D-051	£ 1,152.49		1152.49
							0.00
				<b>Total</b>	<b>2812.61</b>	<b>88.48</b>	<b>2724.13</b>

PAYMENTS RECEIVED: None

## AGENDA ITEM 10.2

Reconciliation to Bank Account:



### BNPC FINANCIAL STATEMENT

30th January 2023

#### GENERAL INCOME & EXPENDITURE

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

Receipts		£	50,646.00
Payments		£	34,006.00
Plus Transfers			
Balance	30/01/2023	£	30,566.76

VAT Reconciliation o/standing

Plus o/standing payments		£	2,801.71
Less o/standing lodgements		£	-
Cash in Bank	30/01/2023	£	33,368.47

Outstanding Items + Orders for Payment

Current Account	30/01/2023	£33,368.47	0.00
-----------------	------------	------------	------

#### RESERVES INCOME AND EXPENDITURE

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

WODC funds

#### AVAILABLE FUNDS

General Funds		£	30,566.76
WODC Reserves		£	21,838.09
<b>TOTAL FUNDS</b>		£	<b>52,404.85</b>

VAT Reconciliation o/standing