

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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28th March 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 3rd April 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 6th February 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 - Neighbourhood Plan Steering Group
 - 6.3 Cllr Goble & Cllr Truman - Brize Meadow detailed plan sub committee
 - 6.4 Cllr State - Highways committee
- 7) **Discussion and Decisions:**
 - 7.1 Parish Council Investment
 - 7.2 OCC area weight restrictions engagement
 - 7.3 Grass verges
 - 7.4 RAF Change to airspace proposal - open meeting
- 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 All Cllrs - Investment
- 8.6 Bus service and bus stops
- 8.7 Savills - Lease land contract
- 8.8 Cllr Truman - Allotments - Arborist report
- 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 15th May 2023.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

23/00136/OUT	Mr T Hinchly Quarry Dene Burford Road Brize Norton	Outline planning for the sub-division of site for the creation of self build/custom house building plot for a single storey dwelling (with all matters reserved) Registered: 15th February 2023 Respond: 24th March 2023
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PENDING PLANNING DECISIONS:

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) Registered: 19th January 2023 Respond: 13th February 2023 Under Consideration
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 Registered: 13th January 2023 Respond: 8th February 2023 Under Consideration

DECIDED 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 Registered: 8th December 2022 Respond: 12th January 2023 Approved: 10th March 2023
22/01593/FUL	Mr C French Kilkenny Lane Country Park Elmhurst Way Brize Norton	Extension of car park (amended) Registered: 8th June 2022 Response: 9th January 2023 Approved: 28th March 2023

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
03/04/2023	IONOS	Email fees	203035202091	£ 10.80	£ 1.80	9.00
03/04/2023	Everflow Water	Forecast water use up to 9/5/23	2111507	£ 26.87		26.87
03/04/2023	ChristChurch	Bus Shelter Rent	49546	£ 5.00		5.00
03/04/2023	ChristChurch	Allotment Rent	49548	£ 75.00		75.00
03/04/2023	Micjon Ltd	Architectural Services for Elder Bank Hall ex	EBH/003	£ 300.00		300.00
03/04/2023	Ubico Ltd	Weekly empty of 2x bins Monahan Way 1/4/	60059073	£ 936.48	£ 156.08	780.40
03/04/2023	5As Tool & Plant Hire	Motmix 5ltr, Safefy Glasses, 2 stroke oil	120982	£ 60.39	£ 10.06	50.33
03/04/2023	AK Timms	Display boards for Public Art event	898215	£ 52.62	£ 8.77	43.85
03/04/2023	Community First Oxfordshire	Neighbourhood Plan - support with finalisatio	531	£ 1,200.00	£ 200.00	1000.00
03/04/2023	Community First Oxfordshire	Neighbourhood Plan Design Code Support	532	£ 3,585.60	£ 597.60	2988.00
03/04/2023	Fred Bellenger	Replacement mower battery		£ 180.00		180.00
03/04/2023	Fred Bellenger	Petrol for mower		£ 32.19		32.19
03/04/2023	McCracken & Sons LTD	Grass Cutting		£ 417.60	£ 69.60	348.00
03/04/2023	Chapel Hill Design & Marketing	Website Admin	CHD-INV-0013	£ 300.00		300.00
03/04/2023	Gary Jarvis	Handman wages - March		£ 726.85		726.85
03/04/2023	Jo Webb	Clerk wages - March		£ 982.09		982.09
03/04/2023	HMRC	Tax & NI payable on Clerk wages - March		£ 277.37		277.37
03/04/2023	Chapel Hill Design & Marketing	Create digital banners for Public Art for webs	CHD-D-014	£ 30.00		30.00
03/04/2023	Tim Gush	Printing of Welcome Brochure	pcwb	£ 285.00		285.00
03/04/2023	Tim Gush	Printing of the Public Art Project Posters	pap01	£ 338.40		338.40
			Total	9822.26	1043.91	8778.35

PAYMENTS RECEIVED: None

AGENDA ITEM 10.2

Reconciliation to Bank Account:



28th March 2023

BNPC FINANCIAL STATEMENT

GENERAL INCOME & EXPENDITURE

Balance	01/04/2022	£	13,926.76
Less o/standing receipts			
Add o/standing payments			
		£	13,926.76
Receipts		£	51,014.31
Payments		£	50,165.47
Plus Transfers			
Balance	28/03/2023	£	14,775.60
Plus o/standing payments		£	8,831.09
Less o/standing lodgements		£	-
Cash in Bank	28/03/2023	£	23,606.69
Current Account	28/03/2023	£23,606.69	0.00

VAT Reconciliation o/standing

Outstanding Items + Orders for Payment

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		£	14,775.60
WODC Reserves		£	21,838.09
TOTAL FUNDS		£	36,613.69

VAT Reconciliation o/standing