

## BRIZE NORTON PARISH COUNCIL

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1<sup>st</sup> August 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 7<sup>th</sup> August 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) **Co-opt a new Councillor:** Adam Bennett has expressed an interest in joining the Parish Council.
- 4) **Minutes:** To approve the Minutes of the last meeting of the Council on Monday 3<sup>rd</sup> July 2023 and the extraordinary meeting on Monday 24<sup>th</sup> July 2023.
- 5) **Public Participation:** Please see information above.
- 6) **District and County Councillors' reports for information only.**
- 7) **Councillor reports:**
  - 7.1 Cllr Way - Chairman's Report
  - 7.2 Cllr Goble - Neighbourhood Plan Steering Group
  - 7.3 Cllr Goble & Cllr Truman - Brize Meadow detailed plan sub committee
  - 7.4 Cllr State - Highways committee
- 8) **Discussion and Decisions:**
  - 8.1 Policies
  - 8.2 Purchase of laptop and office 365 for Clerk's use
- 9) **Progress Reports:**
  - 9.1 Cllr Woodward - Maintenance
  - 9.2 Cllr Way - Brize Meadow Play Park

9.3 Cllr Goble & Cllr Woodward – Elder Bank Hall extension

9.4 Cllr Woodward & Cllr Truman - Elder Bank Hall committee

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).

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

13) **Items for future agenda.**

14) **Date of next meeting** – Monday 4<sup>th</sup> September 2023.

## **AGENDA ITEM 10**

### **NEW PLANNING APPLICATIONS:**

23/01684/ADV	Mr A Murray Unit 5 Kipling Court Brize Norton	Erection of free standing and fascia signage including 6 fascia signs, 7 illuminated signs and 4 non-illuminated signs <b>Registered: 30<sup>th</sup> June 2023</b> <b>Respond: 26<sup>th</sup> July 2023</b>
23/01424/FUL	Mr A Shipway Kilkenny Farm Kilkenny Lane Brize Norton	Erection of 24 ground mounted solar panels <b>Registered: 30<sup>th</sup> June 2023</b> <b>Respond: 25<sup>th</sup> July 2023</b>
23/01738/POB28	Land East of Monahan Way Carterton	Proposal to vary obligations contained schedules 6,7 and 10 of the extant S106 Agreement for our East Carterton (Brize Meadow) development (in association with application 14/0091/P/OP). <b>Registered: 23<sup>rd</sup> June 2023</b> <b>Respond: 20<sup>th</sup> July 2023</b>

### **PENDING PLANNING DECISIONS:**

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) <b>Registered: 15<sup>th</sup> February 2023</b> <b>Respond: 24<sup>th</sup> March 2023</b> <b>Awaiting Decision</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> <b>Awaiting Decision</b>

DECIDED 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) <b>Registered: 19<sup>th</sup> January 2023</b> <b>Respond: 13<sup>th</sup> February 2023</b> <b>Approved: 30<sup>th</sup> June 2023</b>
23/01474/HHD	Mr & Mrs Dunkley 24 Bellenger Way Brize Norton	Proposed detached garden building (retrospective) <b>Registered: 26<sup>th</sup> May 2023</b> <b>Respond: 5<sup>th</sup> July 2023</b> <b>Approved: 18<sup>th</sup> July 2023</b>
23/01463/HHD	Mr Ty Senior Westbrook House Burford Road Brize Norton	Erection of single storey outbuilding (retrospective) <b>Registered: 26<sup>th</sup> May 2023</b> <b>Respond: 4<sup>th</sup> July 2023</b> <b>Approved: 18<sup>th</sup> July 2023</b>

**AGENDA ITEM 11.1**

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
BACS	07/08/2023	AK Timms	Danger Fragile roof sign	1376504	£ 8.33	£ 1.39	6.94
BACS	07/08/2023	McCracken & Sons LTD	Grass cutting - June	14797	£ 493.20	£ 82.20	411.00
BACS	07/08/2023	Zurich Municipal	Insurance renewal	525050791	£ 1,510.65		1510.65
DD	07/08/2023	IONOS	Email fees	203037039736	£ 10.80	£ 1.80	9.00
DD	07/08/2023	Everflow Water	Forecast water use 10/8/23 to 9/9/23	2373910	£ 646.66		646.66
BACS	07/08/2023	NALC	Cllr Way training - Winning strategies for the funding game - 15/12/23	7140140309	£ 52.04	£ 8.67	43.37
BACS	07/08/2023		Salaries				
BACS	07/08/2023	Chapel Hill Design	Website & social media management	CHD-INV-0049	£ 300.00		300.00
BACS	07/08/2023	Chapel Hill Design	Neighbourhood Plan - website and social media management	CHD-INV-0050	£ 180.00		180.00
BACS	07/08/2023	Chapel Hill Design	Design & Printing of Parish Magazine	CHD-INV-0051	£ 1,031.74		1031.74

PAYMENTS RECEIVED:

Payment Type	Date Received	Source	Details	Amount
BACS	24/07/2023	Allotment Holder	Allotment Rent	£ 17.00
BACS	03/07/2023	Elder Bank Hall	Water bill	£ 232.97
			<b>Total</b>	<b>249.97</b>

## AGENDA ITEM 11.2

Reconciliation to Bank Account:



31st July 2023

### **BNPC FINANCIAL STATEMENT**

#### **GENERAL INCOME & EXPENDITURE**

Balance	01/04/2023	£	14,758.68
Less o/standing receipts			
Add o/standing payments			
Less overpayment		£	0.10
		£	<u>14,758.58</u>

Notes - 0.10 overpaid amount on invoice 62/23 dated 6/10/22

Receipts		£	29,230.70
Payments		£	19,208.61
Plus Transfers			
Balance	31/07/2023	£	<u>24,780.67</u>

VAT Reconciliation o/standing

Plus o/standing payments		£	4,387.05
Less o/standing lodgements		£	-
Cash in Bank	31/07/2023	£	<u>29,167.72</u>

Outstanding Items + Orders for Payment

Current Account	31/07/2023	£	29,167.72
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#### **RESERVES INCOME AND EXPENDITURE**

Balance 1/4/2023		£	22,305.43
Plus Receipts			
Less Transfers			
Current Reserves		£	<u>22,305.43</u>

WODC Investment

#### **AVAILABLE FUNDS**

General Funds		£	24,780.67
WODC Reserves		£	22,305.43
<b>TOTAL FUNDS</b>		£	<u>47,086.10</u>

VAT Reconciliation o/standing