

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb
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28th November 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 4th December 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 November 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
 - 6.5 Cllr Bennett - Councillor Fundamentals training
 - 6.6 All Cllrs - Carterton Strategic Plan meeting
- 7) **Discussion and Decisions:**
 - 7.1 Switching water supplier at end of contract
 - 7.2 Amendments to AGAR following External Auditor report
 - 7.3 Elder Bank Hall lease
 - 7.4 Maintenance of Monahan Way bus shelters
 - 7.5 Playpark Inspections and Maintenance
 - 7.6 OALC/OCC Councils Charter consultation
 - 7.7 OCC Lane Rental Scheme proposal consultation

7.8 Botley West consultation briefing

8) Progress Reports:

8.1 Cllr Woodward - Maintenance

8.2 Cllr Way - Brize Meadow Play Park

8.3 Cllr Goble & Cllr Woodward – Elder Bank Hall extension

8.4 Cllr Goble & Cllr Woodward - Brize Norton Pavilion

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) **Date of next meeting** – Monday 8th January 2024.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

23/02782/HHD	Mrs C Chanvrier 10 Sandpits Drive Brize Norton	Erection of conservatory to the rear of the property. Registered: 2nd November 2023 Respond: 24th November 2023
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PENDING PLANNING DECISIONS:

23/02554/RES	Mr Andrew Winstone Land East of Monahan Way Carterton	Reserved Matters application for the construction of a neighbourhood equipped play area and the provision of associated landscaping and boundary fencing at Land East of Monahan Way, Carterton, Oxfordshire Registered: 10th October 2023 Respond: 10th November 2023 Under Consideration
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). Registered: 23rd June 2023 Respond: 20th July 2023 Under Consideration
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 Awaiting Decision

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 Awaiting Decision
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DECIDED PLANNING DECISIONS:

23/02546/NMA	Mr Andrew Winstone Land East of Monahan Way Carterton	Reserved matters application for Phase 3A comprising 164 dwellings with associated landscaping, highway and drainage and infrastructure (non material amendment to allow design changes for 2 plots) Registered: 26th September 2023 Respond: 19th October 2023 Approved: 19th October 2023
23/02298/HHD	Mr David Hartley 66 Miles Drive Brize Norton	Erection of a summer house in rear garden Registered: 9th October 2023 Respond: 6th November 2023 Approved: 17th November 2023

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
BACS	04/12/2023	McCracken & Sons LTD	Grass Cutting	14946	£ 442.80	£ 73.80	369.00
BACS	04/12/2023	McCracken & Sons LTD	Grass Cutting	14994	£ 442.80	£ 73.80	369.00
BACS	04/12/2023	AK Timms	Pruner, tool holster, bin bags	953557	£ 47.50	£ 7.92	39.58
BACS	04/12/2023	Payman	Payroll Processing & Pension Enrolment	231052	£ 193.20	£ 32.20	161.00
DD	04/12/2023	IONOS	Website & Email fees	203038923327	£ 44.39	£ 7.40	36.99
BACS	04/12/2023	Wendy Way	Reimbursement of map		£ 16.99		16.99
BACS	04/12/2023	Oxfordshire Mind	Donation		£ 50.00		50.00
BACS	04/12/2023	Jo Webb	Reimbursement of postage for Brize Breeze		£ 33.60		33.60
BACS	04/12/2023		Salaries				
BACS	04/12/2023	Jason Peach	Replacement of two posts in Elder Bank Hall car park	326/24	£ 412.80	£ 68.80	344.00
BACS	04/12/2023	Fred Botton	Supply & fit two fence panels at rear of 14 Station Road		£ 280.00		280.00
BACS	04/12/2023	Chapel Hill Design	Website & social media management	CHD-INV-0081	£ 300.00		300.00

PAYMENTS RECEIVED: None

AGENDA ITEM 10.2

Reconciliation to Bank Account:



BNPC FINANCIAL STATEMENT

28/11/2023

GENERAL INCOME & EXPENDITURE

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

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

Receipts		£	52,915.57
Payments		£	39,211.78
Plus Transfers			
Balance	17/11/2023	£	28,462.37

VAT Reconciliation o/standing

Plus o/standing payments		£	4,524.92
Less o/standing lodgements		£	-
Cash in Bank	17/11/2023	£	32,987.29

Outstanding Items + Orders for Payment

Current Account 17/11/2023 £32,987.29 0.00

RESERVES INCOME AND EXPENDITURE

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

WODC Investment

AVAILABLE FUNDS

General Funds		£	28,462.37
WODC Reserves		£	22,305.43
TOTAL FUNDS		£	50,767.80

VAT Reconciliation o/standing

