

**BRIZE NORTON PARISH COUNCIL**

Clerk to the Council: Mrs Jo Webb  
18 Chichester Place, Brize Norton, OX18 3PD  
Telephone: 07899 938938  
E-mail: [clerk@brizenortonparishcouncil.co.uk](mailto:clerk@brizenortonparishcouncil.co.uk)



31<sup>st</sup> October 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> November 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:** Carol Fothergill has expressed an interest in joining the Parish Council.
- 4) **Minutes:** To approve the Minutes of the last meeting of the Council on Monday 2<sup>nd</sup> October 2023.
- 5) **Public Participation:** Please see information above.
- 6) **District and County Councillors' reports for information only.**
- 7) **Chairman's report.**
- 8) **Discussion and Decisions:**
  - 8.1 Donations
  - 8.2 2024/2025 budget
- 9) **Progress Reports:**
  - 9.1 Cllr Woodward - Maintenance
  - 9.2 Cllr Goble & Cllr Woodward – Elder Bank Hall extension
- 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) **Date of next meeting** – Monday 4<sup>th</sup> December 2023.

## **AGENDA ITEM 10**

### **NEW PLANNING APPLICATIONS:**

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 <b>Registered: 10<sup>th</sup> October 2023</b> <b>Respond: 10<sup>th</sup> November 2023</b>
23/02298/HHD	Mr David Hartley 66 Miles Drive Brize Norton	Erection of a summer house in rear garden <b>Registered: 9<sup>th</sup> October 2023</b> <b>Respond: 6<sup>th</sup> November 2023</b>
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) <b>Registered: 26<sup>th</sup> September 2023</b> <b>Respond: 19<sup>th</sup> October 2023</b>

### **PENDING PLANNING DECISIONS:**

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> <b>Under Consideration</b>
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: - None

**AGENDA ITEM 11.1**  
**ORDERS FOR PAYMENT:**

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
BACS	06/11/2023	WODC	Emptying of recreation ground litter bin 1/4/23 to 1/9/23	33546146	£ 261.14	£ 43.52	217.62
DD	06/11/2023	IONOS	Email fees	203038444752	£ 10.80	£ 1.80	9.00
DD	06/11/2023	Everflow Water	Forecast water use 10/11/23 to 9/12/23	2575953	£ 73.79		73.79
BACS	06/11/2023	5As Tool & Plant Hire	Motormix cannister, oil, bulk line orange	126878	£ 68.41	£ 11.40	57.01
STO	06/11/2023	Christ Church	Bus Shelter Rent		£ 5.00		5.00
STO	06/11/2023	Christ Church	Allotment rent		£ 75.00		75.00
BACS	06/11/2023	Tricorn Consultants	Services for Elder Bank Hall extension	TC/1389/01	£ 1,595.00		1595.00
BACS	06/11/2023		Salaries				
CHQ	06/11/2023	Royal British Legion	Donation for Poppy Wreaths		£ 60.00		60.00
BACS	06/11/2023	Chapel Hill Design	Website & social media management	CHD-INV-0069	£ 300.00		300.00
							0.00

**PAYMENTS RECEIVED:**

Payment Type	Date Received	Source	Details	Amount
BACS	13/10/2023	BNS&SC	Pavilion rent x 4 years	£ 4.00
BACS	13/10/2023	BNS&SC	Water bill	£ 227.60
			<b>Total</b>	<b>231.60</b>

**AGENDA ITEM 11.2**

Reconciliation to Bank Account:



**BNPC FINANCIAL STATEMENT**

31st October 2023

**GENERAL INCOME & EXPENDITURE**

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

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

Receipts		£ 52,915.57
Payments		£ 33,696.72
Plus Transfers		
Balance	31/10/2023	£ 33,977.43

VAT Reconciliation o/standing

Plus o/standing payments		£ 4,122.90
Less o/standing lodgements		£ -
Cash in Bank	31/10/2023	£ 38,100.33

Outstanding Items + Orders for Payment

Current Account 31/10/2023 £38,100.33

0.00

**RESERVES INCOME AND EXPENDITURE**

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

WODC Investment

**AVAILABLE FUNDS**

General Funds		£ 33,977.43
WODC Reserves		£ 22,305.43
<b>TOTAL FUNDS</b>		<b>£ 56,282.86</b>

VAT Reconciliation o/standing