

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb
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2nd January 2024

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 8th January 2024 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 4th December 2023 and the extraordinary meeting on Monday 18th December 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 & Cllr Truman - Brize Meadow detailed plan sub committee

6.3 Cllr State - Highways

7) Discussion and Decisions:

7.1 Biodiversity Duty for Parish Councils

7.2 Oxfordshire Councils Charter survey and forum

7.3 Welcome brochure printing

7.4 Brize Breeze article - Housing development in West Oxfordshire

7.5 Accounting software for 2024/2025

7.6 Barclays savings account

7.7 Adoption of Brize Meadow footpaths and cycle paths by OCC

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 5th February 2024.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

23/03111/FUL	Mr Aniket Chhipa Plot 4 Viscount Industrial Estate Station Road Brize Norton	Erection of four industrial units and associated works Registered: 6th December 2023 Respond: 29th December 2023
23/02708/OUT	Messrs McShane, Thomas, Yule and Harris Land Parcel to North East of Carterton Football Club Swinbrook Road Carterton	Erection of five age restricted dwellings (55 years) with re-sited access, conveyance of part of site as nature recovery network land (outline application with all matters reserved) Registered: 5th December 2023 Respond: 29th December 2023
23/03152/HHD	Mr D Bond 48B Station Road Brize Norton	Erection of a detached double carport with home office in roof space. Registered: 27th November 2023 Respond: 28th December 2023

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

23/00136/OUT	Mr T Hinchly Quarry Dene Burford Road Brize Norton	Carterton (Brize Meadow) development (in association with application 14/0091/P/OP. Registered: 23rd June 2023 Respond: 20th July 2023 Under Consideration
22/03539/FUL	Mr Andrew Winstone Land (E) 429494 (N) 207689 Monahan Way Carterton	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
		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

DECIDED PLANNING DECISIONS:

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 Approved: 18th December 2023
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AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount	
BACS	21/12/2023	WODC	Building control application fee for Elder Bank Hall extension	23/00985/OALFP	£ 457.20	£ 76.20	381.00	Paid 21/12/23
BACS	08/01/2024	5As Tool & Plant Hire	Motormix cannister, oil, thermal gripper gloves	128137	£ 57.37	£ 9.56	47.81	
BACS	08/01/2024	McCracken & Sons LTD	Grass Cutting	15047	£ 442.80	£ 73.80	369.00	
DD	08/01/2024	IONOS	Email fees	203039415344	£ 10.80	£ 1.80	9.00	
BACS	08/01/2024	John Welch & Stammers	Legal charges - BNS&SC lease	8235-3	£ 600.00	£ 100.00	500.00	
DD	08/01/2024	Everflow Water	Forecast water use 10/1/24 to 9/2/24	EFW243033-0	£ 186.30		186.30	
BACS	08/01/2024	5As Tool & Plant Hire	Motormix cannister, orange barrier fencing, fence pins	128552	£ 66.49	£ 11.09	55.40	
BACS	08/01/2024		Salaries					
BACS	08/01/2024	Les Goble	Reimbursement of retirement gift voucher		£ 50.00		50.00	
BACS	08/01/2024	Chapel Hill Design	Website & social media management	CHD-INV-0083	£ 300.00		300.00	

PAYMENTS RECEIVED:

Payment Type	Date Received	Source	Details	Amount
BACS	01/12/2023	Elder Bank Hall	Water bill	£ 250.24
BACS	01/12/2023	WODC	Release of investment funds	£ 22,761.26

AGENDA ITEM 10.2

Reconciliation to Bank Account:



BNPC FINANCIAL STATEMENT

02/01/2024

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		£	75,927.07
Payments		£	43,048.28
Plus Transfers			
Balance	02/01/2024	£	<u>47,637.37</u>

VAT Reconciliation o/standing

Plus o/standing payments		£	3,182.20
Less o/standing lodgements		£	-
Cash in Bank	02/01/2024	£	<u>50,819.57</u>

Outstanding Items + Orders for Payment

Current Account	02/01/2024	£	50,819.57
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RESERVES INCOME AND EXPENDITURE

Balance 1/4/2023		£	22,305.43
Plus Interest		£	493.11
Less Admin Fee		£	37.28
Less Transfers		£	22,761.26
Current Reserves		£	<u>-</u>

WODC Investment

AVAILABLE FUNDS

General Funds		£	47,637.37
WODC Reserves		£	-
TOTAL FUNDS		£	<u>47,637.37</u>

VAT Reconciliation o/standing