

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb
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27th February 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 4th March 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 5th February 2024.
- 4) **Public Participation:** Please see information above.
 - 5) PCSO Richard Conner has been invited to update Council on local police matters
- 5) **District and County Councillors' reports for information only.**
- 6) **Councillor reports:**
 - 6.1 Cllr Way - Chairman's Report
 - 6.2 Cllr Goble - Brize Meadow detailed plan sub committee
 - 6.3 Cllr State - Highways committee
 - 6.4 Cllr State - Biodiversity Training Report
 - 6.5 Cllr State - Website accessibility Training Report
- 7) **Discussion and Decisions:**
 - 7.1 Station Road play park inspection report
 - 7.2 Elder Bank Hall committee
 - 7.3 Annual Parish Meeting set the date
 - 7.4 Water Supplier contract
 - 7.5 Use of tennis courts by Elder Bank Hall hirers
 - 7.6 New bus shelters on Monahan Way

7.7 Allotments

7.8 Enquiry from resident regarding safety around the Attenuation Pond on east side of Manor Road

8) Progress Reports:

8.1 Cllr Woodward - Maintenance

8.2 Cllr Way & Cllr Fothergill - Play Parks

8.3 Cllr Goble & Cllr Woodward – Elder Bank Hall extension

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 April 2024.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

24/00175/HHD	Mrs Fiona Gove Olde Well Cottage 109 Station Road Brize Norton	Erection of a single storey extension with attached garage and wood store. Registered: 30th January 2024 Respond: 26th February 2024
24/00285/LBC	Mrs Fiona Gove Olde Well Cottage 109 Station Road Brize Norton	Internal and external alterations to include erection of a single storey extension with attached garage and wood store. Registered: 30th January 2024 Respond: 23rd February 2024

PENDING PLANNING DECISIONS:

23/03344/S73	Brize Norton Parish Council Elder Bank Hall Station Road Brize Norton	Variation of conditions 2 and 3 of permission 21/00063/FUL to allow changes to roof height, omission of a roof light and relocation of a ground floor window and change doors and windscreen from UPVC to Antracite Grey Aluminium framed. Registered: 22nd January 2024 Respond: 20th February 2024 Under Consideration
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 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

DECIDED PLANNING DECISIONS: None

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
CHQ	04/03/2024	Brize Norton PCC	Donation for cemetery path		£ 100.00		100.00
DD	04/03/2024	IONOS	Email fees	203040384941	£ 44.39	£ 7.40	36.99
BACS	04/03/2024	AVA Recreation Ltd	Station Road Play Park inspection	AVAA3162	£ 90.00	£ 15.00	75.00
DD	04/03/2024	Everflow Water	Forecast water use 10/3/24 to 9/4/24	2863942	£ 45.93		45.93
BACS	04/03/2024	OALC	Cllr State training - Website accessibility for Parish and Town Councils	W-3147	£ 72.00	£ 12.00	60.00
BACS	04/03/2024	WODC	Emptying of waste bine 1/10/23 to 31/3/24	33556830	£ 261.14	£ 43.52	217.62
BACS	04/03/2024	Jo Webb	Reimbursement of postage for Brize Breeze		£ 38.70		38.70
BACS	04/03/2024	Christ Church	Bus Shelter Rent		£ 5.00		5.00
BACS	04/03/2024	Christ Church	Allotment Rent		£ 75.00		75.00
BACS	04/03/2024	OALC	Annual Membership Fee		£ 349.73	£ 58.29	291.44
BACS	04/03/2024	Chapel Hill Design	Website & social media management	CHD-INV-0101	£ 300.00		300.00
BACS	04/03/2024		Salaries				

PAYMENTS RECEIVED:

Payment Type	Date Received	Source	Details	Amount
BACS	31/01/2024	BNS&SC	Water bill	£ 179.48
BACS	12/02/2024	Elder Bank Hall	Water bill	£ 204.96
			Total	384.44

AGENDA ITEM 10.2

Reconciliation to Bank Account:



27th February 2024

BNPC FINANCIAL STATEMENT

GENERAL INCOME & EXPENDITURE

Balance	01/04/2023	<u>£ 14,758.58</u>	
Receipts		£ 53,550.25	
Receipt (WODC Reserves)		<u>£ 22,761.26</u>	
Total Receipts		<u>£ 76,311.51</u>	
Payments		£ 50,790.11	Includes March orders for payment not yet approved
Transfer to BNPC Reserves		<u>£ 22,761.26</u>	
Current account balance		<u>£ 17,518.72</u>	Once all payments approved and paid

RESERVES INCOME AND EXPENDITURE

Balance 1/4/2023 (WODC Investment)	£ 22,305.43	
Plus Interest	£ 493.11	
Less Admin Fee	£ 37.28	
Balance to transfer to BNPC reserves	<u>£ 22,761.26</u>	
Balance of reserves now in BNPC deposit account	<u>£ 22,761.26</u>	Transferred to deposit account

AVAILABLE FUNDS

Cash in current account	£ 17,518.72
Cash in reserves	£ 22,761.26
TOTAL FUNDS	<u>£ 40,279.98</u>

VAT RECONCILIATION OUTSTANDING YEAR TO DATE £ 2,342.56