

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



2nd April 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 April 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 March 2024.
- 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 - Brize Meadow detailed plan sub committee
 - 6.3 Cllr State - Highways committee
 - 6.4 Cllr Goble - Neighbourhood Plan Steering Group
- 7) **Discussion and Decisions:**
 - 7.1 D-Day 80th Anniversary
 - 7.2 War memorial maintenance
 - 7.3 Parish tree risk assessment
 - 7.4 Progress with public open space, Brize Meadow (S106)
 - 7.5 Florist stall enquiry
 - 7.6 Grass cutting Contract
 - 7.7 Brize Norton Primary School - use of play park request

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 – Tuesday 7th May 2024.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

24/00455/HHD	Mr G Tilton The Old Dairy 116B Station Road Brize Norton	Erection of two storey rear extension Registered: 5th March 2024 Respond: 27th March 2024
--------------	---	---

PENDING PLANNING DECISIONS:

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 Awaiting Decision
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 Awaiting Decision
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 Awaiting Decision
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

23/00136/OUT	Mr T Hinchly Quarry Dene Burford Road Brize Norton	Respond: 20th July 2023 Under Consideration 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:

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 Approved: 11th March 2024
--------------	--	---

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
BACS	12/03/2024	Micjon Ltd	Full set of planning drawings & S73 application	EBH/006 Rev A	£ 500.00		500.00
BACS	25/03/2024	Ben Smith Carpentry & Building	Elder Bank Hall extension		£ 42,003.68	£ 7,000.61	35003.07
BACS	25/03/2024	HAGS-SMP Ltd	Brize Meadow Play Park installation	094982	£ 278,341.21	£46,390.20	231951.01
BACS	08/04/2024	McCracken & Sons LTD	Grass Cutting	15178	£ 442.80	£ 73.80	369.00
DD	08/04/2024	IONOS	Email fees	2030408963629	£ 10.80	£ 1.80	9.00
DD	08/04/2024	Everflow Water	Forecast water use 10/4/24 to 9-5-24	2940101	£ 106.75		106.75
BACS	08/04/2024	Community First Oxfordshire	Neighbourhood Plan - final submission support	664	£ 3,000.00	£ 500.00	2500.00
BACS	08/04/2024	Chapel Hill Design	Website & social media management	CHD-INV-0103	£ 300.00		300.00
BACS	08/04/2024	McCracken & Sons LTD	Grass cutting	15217	£ 442.80	£ 73.80	369.00
BACS	08/04/2024	5As Tool & Plant Hire	Motormix cannister, ear protectors, thermal gloves, resin solvent	131023	£ 69.08	£ 11.51	57.57
BACS	08/04/2024		Salaries				
BACS	08/04/2024	Jo Webb	Reimbursement of flowers for resident		£ 30.00		30.00

PAYMENTS RECEIVED:

Payment Type	Date Received	Source	Details	Amount
BACS	29/02/2024	WODC	S106 - Elder Bank Hall Extension	£ 63,899.61
BACS	14/03/2024	WODC	S106 - Brize Meadow Play Park	£ 535,989.89

AGENDA ITEM 10.2

Reconciliation to Bank Account:



BNPC FINANCIAL STATEMENT

31st March 2024

GENERAL INCOME & EXPENDITURE

Balance	01/04/2023	£ 14,758.58	
Receipts		£ 918,204.69	Includes reserves & S106 funds transferred from WODC
Payments		£ 1,003,250.79	Includes transfer of reserves from current account to deposit account
Balance	31/03/2024	£ 70,287.52	Additional £78,342 to be transferred into current account to cover remaining bal of HAGS invoice
Plus o/standing payments		£ 287,223.69	Outstanding items and April orders for payment
Less o/standing lodgements		£ -	
Cash in Bank	31/03/2024	£ 216,936.17	

RESERVES INCOME AND EXPENDITURE

Balance 1/4/2023 (WODC Investment)	£ 22,305.43	
Plus Interest	£ 493.11	
Less Admin Fee	£ 37.28	
Less Transfers to BNPC	£ 22,761.26	
Current Reserves	£ 22,761.26	Transferred to BNPC deposit account

AVAILABLE FUNDS

Cash in current account	-£ 70,287.52	Additional £78,342 to be transferred into current account to cover remaining bal of HAGS invoice
BNPC Reserves	£ 22,761.26	
Elder Bank Hall extension reserves	£ 21,895.93	
Brize Meadow Play Park reserves	£ 335,989.89	Additional £78,342 to be transferred from reserves to cover remaining bal of HAGS invoice
Interest earned on deposit account	£ 59.32	
TOTAL FUNDS	£ 310,418.88	

VAT RECONCILIATION OUTSTANDING YEAR TO DATE £ 56,394.28