

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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29th October 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 Brize Norton Pavilion on **Monday 4th November 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 7th October 2024.
- 4) Public Participation:** Please see information above.
- 5) District and County Councillors' reports for information only.**
- 6) Councillor reports:**
 - 6.1** Cllr Goble - 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
 - 6.5** Cllr Bennett – Allotment meeting update
 - 6.6** Cllr Way – Recreation ground bookings
 - 6.7** Cllr Woodward – EV Microhub pilot
 - 6.7** Website administrator - .gov website and email training report
 - 6.8** Clerk – NALC local government services pay agreement 2024/2025
- 7) Discussion and Decisions:**
 - 7.1** To review and agree Sexual and General Harassment Policy and Procedure for new legislation (s40A Equality Act 2010)

- 7.2 To review agreement with Brize Norton Primary School to use the play park
- 7.3 Play park inspections
- 7.4 Pollarding two trees in Chestnut Close
- 7.5 Deep clean of pavilion changing rooms
- 7.6 Appendix 20 infrastructure projects for Neighbourhood Plan
- 8) Progress Reports:**
 - 8.1 Cllr Woodward - Buildings maintenance
 - 8.2 Cllr Way - Village maintenance
 - 8.3 Cllr Way & Cllr Fothergill - Play Parks
 - 8.4 Cllr Goble & Cllr Woodward – Elder Bank Hall extension
 - 8.5 Elder Bank Hall lease
 - 8.6 All Cllrs - Outstanding actions list
- 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 2nd December 2024.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS: None

PENDING PLANNING DECISIONS:

24/01809/FUL	Crocodiles of the World Burford Road Brize Norton	Construction of new crocodile house and creation of 47 additional parking spaces Registered: 29th August 2024 Respond: 20th September 2024 Under Consideration
24/01865/HHD	Mr Chris Gibson Avalon Cottage Manor Road Brize Norton	Erection of two-storey rear extension Registered: 18th July 2024 Respond: 12th August 2024 Under Consideration
R3.0075/24	Oxfordshire County Council Vacant site located to the south of Brize Meadow Lodge Care Home and to the east of and accessed from Monahan Way, Carterton	Development of the site to provide a two-storey community safety centre and smoke house training facility, with associated access, parking, training yard and landscaping. Registered: 24th July 2024 Respond: 14th August 2024
24/00023/APPEAL APP/D3125/W/ 24/3344330	Messrs McShane, Thomas, Yule and Harris	Development of 5 age restricted dwellings with re-sited access conveyance of part of site as nature

23/01738/POB28	Land Parcel to North East of Carterton Football Club Swinbrook Road	recovery network land (outline application with all matters reserved) Appeal start date: 2nd July 2024 Respond: 6th August 2024 Appeal in progress
	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

DECIDED PLANNING DECISIONS:

24/02010/S73	Mr Paul Pagett Grange Cottage Burford Road Brize Norton	Variation of conditions 2 and 3 of planning permission 11/0974/P/FPEXT to allow alterations to the design and materials Registered: 20th August 2024 Respond: 12th September 2024 Approved: 15th October 2024
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AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment Type	Date Approved	Payee	Details	Invoice Number	Gross Amount	VAT	Net Amount
DD	04/11/2024	IONOS	Website and email fees	203044387934	£ 10.80	£ 1.80	£ 9.00
CHQ	04/11/2024	The Poppy Appeal	Poppy Wreaths x 2		£ 80.00		£ 80.00
DD	04/11/2024	Water 2 Business	Water bill	900672169	£ 192.85		£ 192.85
BACS	04/11/2024	Ava Recreation	Playpark inspection	AVAA3357	£ 132.00	£ 22.00	£ 110.00
BACS	04/11/2024	Ady State	Reimbursement of light fitting for pavilion		£ 25.98		£ 25.98
BACS	04/11/2024	Wel Medical Ltd	2 x replacement defibrillator pads	I281070	£ 152.22	£ 25.37	£ 126.85
BACS	04/11/2024	Chapel Hill Group	Monthly web, social and design work	INV-0022	£ 384.00	£ 64.00	£ 320.00
BACS	04/11/2024	Humble Bumble Ltd	Cleaning of outside toilet for pitch bookings	SI-20	£ 72.00	£ 12.00	£ 60.00
BACS	04/11/2024		Salaries				

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	14/10/2024	Elder Bank Hall Committee	Water bill	£ 207.00
BACS	14/10/2024	Aston Football Club	Use of recreation ground and outside toilet	£ 100.00
BACS	01/10/2024	Humble Bumble Ltd	Pavilion rent - October 2024	£ 1.00
BACS	08/10/2024	Humble Bumble Ltd	Water bill	£ 133.28
BACS	14/10/2024	Elder Bank Hall Committee	Water bill	£ 125.76

AGENDA ITEM 10.2

Reconciliation to Bank Account:



BNPC FINANCIAL STATEMENT

29/10/2024

GENERAL INCOME & EXPENDITURE

Balance	01/04/2023	£	308,817.47
Less o/standing receipts		£	-
Add o/standing payments			
Less overpayment			
		£	308,817.47
Receipts		£	256,135.06
Payments		£	460,609.89
Plus Transfers			
Balance	29/10/2024	£	104,342.64
Plus o/standing payments		£	2,878.95
Less o/standing lodgements		£	10.00
Cash in Bank	29/10/2024	£	107,211.59
Total Funds in bank	29/10/2024		£107,211.59

Once all outstanding Items approved and paid

November meeting orders for payment

0.00

RESERVES INCOME AND EXPENDITURE

AVAILABLE FUNDS

General Funds	£	16,826.62
BNPC Precept Reserves	£	15,000.00
BNPC Reserves	£	2,761.26
Elder Bank Hall extension reserves	£	34,232.67
Brize Meadow Play Park reserves	£	34,405.73
Defibrillator Fund	£	40.71
Interest earned to date	£	1,075.65
TOTAL FUNDS	£	104,342.64

Once all outstanding Items approved and paid