

**BRIZE NORTON PARISH COUNCIL**

Clerk to the Council: Mrs Jo Webb

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30<sup>th</sup> September 2025



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 in the Elder Bank Hall meeting room on **Monday 6<sup>th</sup> October 2025 at 7.00pm.**

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

A handwritten signature in black ink, appearing to read 'Jo Webb', is written over a faint, light blue circular stamp.

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.**

**4) Minutes:** To approve the Minutes of the last meeting of the Council on Monday 1<sup>st</sup> September 2025.

**5) Public Participation:** Please see information above.

**6) District and County Councillors' reports for information only.**

**7) Councillor reports:**

7.1 Cllr Goble - Chairman's Report

7.2 Cllr Goble - Brize Meadow

7.3 Highways

7.4 Cllr Goble - Neighbourhood Plan

7.5 Clerk – External Auditor report for 2024/2025

**8) Discussion and Decisions:**

8.1 Recreation ground

8.2 Banner structure for Elder Bank Hall car park

8.3 Enquiry regarding land at Chestnut Close

8.4 Bloor Homes/Savills

## 8.5 2026-2027 Budget

### 9) Progress Reports:

9.1 Cllr Woodward - Buildings maintenance

9.2 Cllr Way - Village maintenance

9.3 Cllr Way - Play Parks

9.4 All Cllrs - Outstanding actions list

10) **Planning:** Review of new planning applications and progress on outstanding applications (on attached Appendix)

### 11) Finance:

11.1 To review orders for payment and payments received (on attached appendix).

11.2 To review the bank reconciliation.

### 12) Correspondence.

13) **Date of next meeting** – Monday 3<sup>rd</sup> November 2025.

## **AGENDA ITEM 10**

### **NEW PLANNING APPLICATIONS:**

25/02125/HHD	Mr Sam McNally 18 The Homestead Carterton Road Brize Norton	Internal and external alterations to install a boiler flue to roof <b>Registered: 2<sup>nd</sup> September 2025</b> <b>Respond: 29<sup>th</sup> September 2025</b>
25/01921/LBC	Mr Sam McNally 18 The Homestead Carterton Road Brize Norton	Internal and external alterations to install a boiler flue to roof <b>Registered: 2<sup>nd</sup> September 2025</b> <b>Respond: 29<sup>th</sup> September 2025</b>
25/00487/OUT <b>Significant amendments</b>	HarperCrewe Bloombridge Ltd Land (E) 428789 (E) 208512 Burford Road Brize Norton	Outline planning application with all matters reserved except of access for up to 350 dwellings (Use Class C3); land for local community use (Use Classes E & F2); detailed means of access from Burford Road; public open space; landscaping; service infrastructure and associated works on land to the south of Burford Road, Brize Norton <b>Registered: 25<sup>th</sup> February 2025</b> <b>Respond: 2<sup>nd</sup> October 2025</b>

### **PENDING PLANNING DECISIONS:**

25/01668/RES	Mr Joe McDermott Brock Cottage Burford Road Brize Norton	Reserved matters application for two detached self-build dwellings <b>Registered: 18<sup>th</sup> August 2025</b> <b>Respond: 9<sup>th</sup> September 2025</b> <b>Under consideration</b>
25/01579/FUL	Foxbury Farm Burford Road	Erection of a water storage pump house. New GRP housing unit for new electrical transformer

25/00487/OUT	Brize Norton  HarperCrewe Bloombridge Ltd Land (E) 428789 (E) 208512 Burford Road Brize Norton	<b>Registered: 15<sup>th</sup> July 2025</b> <b>Respond: 8<sup>th</sup> August 2025</b> <b>Under consideration</b>  Outline planning application with all matters reserved except of access for up to 350 dwellings (Use Class C3); land for local community use (Use Classes E & F2); detailed means of access from Burford Road; public open space; landscaping; service infrastructure and associated works on land to the south of Burford Road, Brize Norton <b>Registered: 25<sup>th</sup> February 2025</b> <b>Respond: 11<sup>th</sup> April 2025</b> <b>Under consideration</b>
24/03278/FUL	Witney Solar Limited Land (E) 431186 (N) 208772 Witney Road Brize Norton	Construction and operation of a ground-mounded solar farm with battery energy storage system (BESS) and associated infrastructure, access, ancillary works and landscaping <b>Registered: 30<sup>th</sup> January 2025</b> <b>Respond: 3<sup>rd</sup> March 2025</b> <b>Awaiting decision</b>
24/01809/FUL	Crocodiles of the World Burford Road Brize Norton	Construction of new crocodile house and creation of 47 additional parking spaces <b>Registered: 29<sup>th</sup> August 2024</b> <b>Respond: 20<sup>th</sup> September 2024</b> <b>Under consideration</b>
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. <b>Registered: 24<sup>th</sup> July 2024</b> <b>Respond: 14<sup>th</sup> August 2024</b>
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>
24/02837/FUL	Mr Aniket Chhipa Plot 4	Erection of four industrial units and associated works

		Viscount Industrial Estate Station Road Brize Norton	<b>Registered: 5<sup>th</sup> December 2024</b> <b>Respond: 14<sup>th</sup> January 2025</b> <b>Under consideration</b>
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DECIDED PLANNING DECISIONS:

25/01814/ADV		SCM Wings Ltd Unit 4 Kipling Court Brize Norton Foxbury Farm Burford Road Brize Norton	Erection of three internally illuminated fascia signs <b>Registered: 28<sup>th</sup> July 2025</b> <b>Respond: 1<sup>st</sup> September 2025</b> <b>Approved: 17<sup>th</sup> September 2025</b>
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**AGENDA ITEM 11.1**  
**ORDERS FOR PAYMENT:**

BACS	06.10.2025	£160.00	£32.00	£192.00	Monthly web, social and design work	Chapel Hill Group Ltd
BACS	06.10.2025	£41.00	£8.20	£49.20	A4 sign and fixings for Elder Bank Hall extension	Chapel Hill Group Ltd
BACS	06.10.2025	£61.38	£12.28	£73.66	Top soil for recreation ground	AK Timms
BACS	06.10.2025				Salaries	
BACS	06.10.2025	£30.00	£6.00	£36.00	GDPR training	SLCC
BACS	06.10.2025	£1,076.25	£215.25	£1,291.50	External Auditor's fee 2024/2025 audit	Moore
BACS	06.10.2025	£119.40	£23.88	£143.28	Station Road play park weekly inspections	West Oxfordshire District Council
BACS	06.10.2025	£235.80	£47.16	£282.96	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
BACS	06.10.2025	£1,088.10	£217.61	£1,305.71	Waste bin emptying 1/10/25 to 31/3/26	West Oxfordshire District Council
BACS	06.10.2025	£79.10	£0.00	£79.10	Reimbursement of glasses and crockery etc for EBH meeting room	Wendy Way
BACS	06.10.2025	£840.00	£168.00	£1,008.00	Grass cutting	McCracken & Sons LTD
BACS	06.10.2025	£64.99	£13.00	£77.99	Website and email fees	IONOS
DD	29.09.2025	£299.64	£0.00	£299.64	Water bill	Water2Business Ltd
BACS	06.10.2025	£69.35	£13.87	£83.22	Motormix, gearbox lubricant, strimmer nylon line	5A's Tool and Plant Hire
BACS	06.10.2025	£13.27	£2.65	£15.92	Door bell for Council Office	AK Timms
BACS	06.10.2025	£114.25	£17.60	£131.85	Top soil and grass seed for repair of recreation ground	AK Timms
BACS	06.10.2025	£4.88	£0.98	£5.86	Tape for out of order play park equipment	AK Timms

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	01/09/2025	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	08/09/2025	Barclays Bank	Interest earned	£ 180.23
BACS	12/09/2025	HMRC	VAT return	£ 2,408.50
BACS	15/09/2025	Siege Football Club	Deposit paid for football season	£ 100.00
BACS	25/09/2025	WODC	Precept	£ 39,218.00

## AGENDA ITEM 11.2

Reconciliation to Bank Account:

<b>A</b>	<b>Bank Reconciliation at 29/09/2025</b>		
	Cash in Hand 01/04/2025		93,137.37
	<b>ADD</b> Receipts 01/04/2025 - 29/09/2025		108,744.41
	<b>SUBTRACT</b> Payments 01/04/2025 - 29/09/2025		201,881.78
			108,151.07
<b>A</b>	<b>Cash in Hand 29/09/2025</b> (per Cash Book)		<b>93,730.71</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 29/09/2025	0.00	
	Barclays Bank Community Account 29/09/2025	60,369.35	
	Barclays Business Premium Account 29/09/2025	32,901.47	
			<b>93,270.82</b>
	Less unrepresented payments		42.00
			93,228.82
	Plus unrepresented receipts		501.89
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>93,730.71</b>
	<b>A = B Checks out OK</b>		