

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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28th October 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 3rd November 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 be 'Jo Webb', written in a cursive style.

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 6th October 2025.

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

6.3 Highways

7) Discussion and Decisions:

7.1 December meeting date

7.2 Pavilion drain clearance

7.3 Planning application responses

7.4 Finance quarterly checks

7.5 Allotment committee representative

8) Progress Reports:

8.1 Cllr Woodward - Buildings maintenance

- 8.2 Cllr Way - Village maintenance
- 8.3 Cllr Way - Play Parks
- 8.4 2026/2027 budget
- 8.5 Appointment of Internal Auditor
- 8.6 Elder Bank Hall
- 8.7 Brize Norton Sports and Social Club pavilion lease
- 8.8 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 review orders for payment and payments received (on attached appendix).
 - 10.2 To review the bank reconciliation.
- 11) **Correspondence.**
- 12) **Date of next meeting** – To be confirmed.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

25/02553/HHD	Mr Paul Robinson 35 Chichester Place Brize Norton	Erection of first floor front extension and single storey side extensions, conversion to loft to create additional living space with construction of a flat roof dormer to rear roof slope Registered: 17th October 2025 Respond: 14th November 2025
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PENDING PLANNING DECISIONS:

25/00487/OUT	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 Registered: 25th February 2025 Respond: 2nd October 2025 Under consideration
25/01668/RES	Mr Joe McDermott Brock Cottage Burford Road Brize Norton	Reserved matters application for two detached self-build dwellings Registered: 18th August 2025 Respond: 9th September 2025 Under consideration
25/01579/FUL	Foxbury Farm Burford Road Brize Norton	Erection of a water storage pump house. New GRP housing unit for new electrical transformer Registered: 15th July 2025

24/03278/FUL	Witney Solar Limited Land (E) 431186 (N) 208772 Witney Road Brize Norton	Respond: 8th August 2025 Under consideration Construction and operation of a ground-mounded solar farm with battery energy storage system (BESS) and associated infrastructure, access, ancillary works and landscaping Registered: 30th January 2025 Respond: 3rd March 2025 Awaiting decision
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
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
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
24/02837/FUL	Mr Aniket Chhipa Plot 4 Viscount Industrial Estate Station Road Brize Norton	Erection of four industrial units and associated works Registered: 5th December 2024 Respond: 14th January 2025 Under consideration

DECIDED PLANNING DECISIONS:

25/02125/HHD	Mr Sam McNally 18 The Homestead Carterton Road Brize Norton	Internal and external alterations to install a boiler flue to roof Registered: 2nd September 2025 Respond: 29th September 2025 Approved: 10th October 2025
25/01921/LBC	Mr Sam McNally 18 The Homestead Carterton Road Brize Norton	Internal and external alterations to install a boiler flue to roof Registered: 2nd September 2025 Respond: 29th September 2025 Approved: 10th October 2025

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment methc	Date	Net	VAT	Total	Description	Supplier
DD	03.11.2025	£22.50	£4.50	£27.00	Website and email fees	IONOS
BACS	03.11.2025				Salaries	
BACS	03.11.2025	£385.00	£77.00	£462.00	Asbestos management survey for pavilion	Amicus Environmental Ltd
BACS	03.11.2025	£10.00	£0.00	£10.00	Reimbursement of map printing	Les Goble
BACS	03.11.2025	£169.05	£33.81	£202.86	Recreation ground grass cutting	Ubico Ltd
BACS	03.11.2025	£1,128.47	£225.69	£1,354.16	Design and printing of Brize Norton Breeze magazine	Chapel Hill Group Ltd
BACS	03.11.2025	£950.00	£190.00	£1,140.00	Response to Kilkenny Farm planning application	Community First Oxfordshire
BACS	03.11.2025	£169.05	£33.81	£202.86	Recreation ground grass cutting	Ubico Ltd
BACS	03.11.2025	£80.00	£0.00	£80.00	Donation for poppy wreaths	The Poppy Appeal
BACS	03.11.2025	£50.00	£0.00	£50.00	Donation	Village community committee
BACS	03.11.2025	£119.40	£23.88	£143.28	Station Road play park weekly inspections	West Oxfordshire District Council
BACS	03.11.2025	£235.80	£47.16	£282.96	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
BACS	03.11.2025	£140.00	£28.00	£168.00	Pressure jet to clear grease blockage	OPC Drain Services
DD	03.11.2025	£184.98	£0.00	£184.98	Water bill	Water2Business Ltd
BACS	03.11.2025	£75.00	£15.00	£90.00	Hire of refreshment equipment along with consumables	Humble Bumble Ltd
BACS	03.11.2025	£840.00	£168.00	£1,008.00	Grass cutting - September	McCracken & Sons LTD
BACS	03.11.2025	£42.90	£8.58	£51.48	Motormix	5A's Tool and Plant Hire
BACS	03.11.2025	£13.50	£2.70	£16.20	Microsoft 365 licence 28/8/25 to 27/9/25	Chapel Hill Group Ltd
DD	03.11.2025	£22.50	£4.50	£27.00	Website and email fees	IONOS

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	01/10/2025	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	01/10/2025	Aston FC	Deposit for football season	£ 100.00
BACS	01/10/2025	Elder Bank Hall committee	Water bill 1/4/25 to 1/7/25	£ 163.19
BACS	03/10/2025	Aston FC	Recreation ground/Changing room hire	£ 65.00
BACS	06/10/2025	Minster Lovell Cricket Club	Cricket pitch water usage and cleaning charges	£ 121.20
BACS	06/10/2025	Siege FC	Recreation ground/Changing room hire	£ 150.00
BACS	13/10/2025	Carterton Utd	Recreation ground/Changing room hire	£ 118.00

AGENDA ITEM 10.2

Reconciliation to Bank Account:

A	Bank Reconciliation at 28/10/2025		
	Cash in Hand 01/04/2025		93,137.37
	ADD Receipts 01/04/2025 - 28/10/2025		109,207.43
	SUBTRACT Payments 01/04/2025 - 28/10/2025		202,344.80 115,659.67
	Cash in Hand 28/10/2025 (per Cash Book)		86,685.13
B	Cash in hand per Bank Statements		
	Petty Cash 28/10/2025	0.00	
	Barclays Bank Community Account 28/10/2025	32,174.01	
	Barclays Business Premium Account 28/10/2025	54,306.60	
			86,480.61
	Less unrepresented payments		42.00
			86,438.61
	Plus unrepresented receipts		246.52
B	Adjusted Bank Balance		86,685.13
	A = B Checks out OK		