

**BRIZE NORTON PARISH COUNCIL**

Clerk to the Council: Mrs Jo Webb

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25<sup>th</sup> November 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 **Tuesday 2<sup>nd</sup> December 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', with a stylized flourish at the end.

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 3<sup>rd</sup> November 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

**6.4** Cllr State – Climate adaptation workshop – 18<sup>th</sup> November 2025

**7) Discussion and Decisions:**

**7.1** 2026/2027 Precept & Budget

**7.2** Appointment of internal auditor

**7.3** Churchyard tree maintenance

**7.4** Painting of pavilion changing rooms

**7.5** OCC Consultation – A40 Witney bypass (Witney) proposed prohibition of ridden horses & horse drawn carriages

## 8) Progress Reports:

- 8.1 Cllr Woodward - Buildings maintenance
- 8.2 Cllr Way - Village maintenance
- 8.3 Cllr Way - Play Parks
- 8.4 Cllr Way & Clerk - .gov.uk website and email
- 8.5 All Cllrs - WODC preferred spatial options consultation
- 8.6 Clerk - Update to October meeting minutes
- 8.7 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** – Monday 5<sup>th</sup> January 2026

## AGENDA ITEM 9

NEW PLANNING APPLICATIONS: None

## PENDING PLANNING DECISIONS:

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 <b>Registered: 17<sup>th</sup> October 2025</b> <b>Respond: 14<sup>th</sup> November 2025</b> <b>Under consideration</b>
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 <b>Registered: 25<sup>th</sup> February 2025</b> <b>Respond: 2<sup>nd</sup> October 2025</b> <b>Under consideration</b>
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 Brize Norton	Erection of a water storage pump house. New GRP housing unit for new electrical transformer <b>Registered: 15<sup>th</sup> July 2025</b> <b>Respond: 8<sup>th</sup> August 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 Viscount Industrial Estate Station Road Brize Norton	Erection of four industrial units and associated works <b>Registered: 5<sup>th</sup> December 2024</b> <b>Respond: 14<sup>th</sup> January 2025</b> <b>Under consideration</b>

DECIDED PLANNING DECISIONS: None

## AGENDA ITEM 10.1

### ORDERS FOR PAYMENT:

Payment meth	Date	Net	VAT	Total	Description	Supplier
BACS	02.12.2025				Salaries	
Debit Card	24.11.2025	£431.99	£86.39	£518.38	GreasePak Dosing Module for pavilion	Nisbets Ltd
Debit Card	24.11.2025	£24.00	£0.00	£24.00	Brize Breeze postage	Post Office Ltd
Debit Card	21.11.2025	£9.25	£0.00	£9.25	Envelopes and printer paper	Morrisons
BACS	02.12.2025	£65.00	£13.00	£78.00	Cllr Jackson training - Councillor Fundamentals	OALC
BACS	02.12.2025	£350.00	£70.00	£420.00	Inspection and tagging of trees	Boward Tree Surgery Ltd
BACS	02.12.2025	£48.32	£9.66	£57.98	Motormix and resin solvent	5A's Tool and Plant Hire
BACS	02.12.2025	£169.05	£33.81	£202.86	Recreation ground grass cutting	Ubico Ltd
BACS	02.12.2025	£1,500.00	£300.00	£1,800.00	Legal fees - Elder Bank Hall lease	John Welch & Stammers Solicitors
BACS	02.12.2025	£149.25	£29.85	£179.10	Station Road play park weekly inspections	West Oxfordshire District Council
BACS	02.12.2025	£294.75	£58.95	£353.70	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
Direct Debit	20.11.2025	£9.60	£1.92	£11.52	Microsoft 365 licence	Microsoft
Direct Debit	02.12.2025	£681.56	£0.00	£681.56	Water bill	Water2Business Ltd
BACS	02.12.2025	£840.00	£168.00	£1,008.00	Grass cutting - October	McCracken & Sons LTD
BACS	02.12.2025	£2.92	£0.58	£3.50	Post box engraved signs	AK Timms
BACS	02.12.2025	£10.50	£0.00	£10.50	Reimbursement of glass jugs for meeting room	Wendy Way

### PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	30/10/2025	Siege FC	Recreation ground/Changing room hire	£ 150.00
BACS	03/11/2025	Aston FC	Recreation ground/Changing room hire	£ 20.00
BACS	03/11/2025	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	10/11/2025	Humble Bumble Café	Water bill	£ 114.51
BACS	10/11/2025	Humble Bumble Café	Reimbursement of drain clearance	£ 140.00
BACS	11/11/2025	Zurich Insurance	Settlement of insurance claim for memorial post repair	£ 200.00

## **AGENDA ITEM 10.2**

Reconciliation to Bank Account:

<b>A</b>	<b>Bank Reconciliation at 25/11/2025</b>		
	Cash in Hand 01/04/2025		93,137.37
	<b>ADD</b> Receipts 01/04/2025 - 25/11/2025		109,718.43
	<b>SUBTRACT</b> Payments 01/04/2025 - 25/11/2025		202,855.80
			123,489.14
	<b>Cash in Hand 25/11/2025</b> (per Cash Book)		<b>79,366.66</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 25/11/2025	0.00	
	Barclays Bank Community Account 25/11/2025	24,740.05	
	Barclays Business Premium Account 25/11/2025	54,536.60	
			<b>79,276.65</b>
	Less unrepresented payments		42.00
			79,234.65
	Plus unrepresented receipts		132.01
	<b>Adjusted Bank Balance</b>		<b>79,366.66</b>
	<b>A = B Checks out OK</b>		