

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

29th December 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 5th January 2026 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

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 Tuesday 2nd December 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 2026/2027 Precept & Budget

7.2 Closed churchyard

7.3 2026 – 2029 Grass cutting tender

7.4 .gov.uk website and email

7.5 Purchase of 20mph speed signs

7.6 Kilkenny Farm – Future management of public open spaces, play areas, community room, and allotments.

- 7.7 Quote for pavilion boiler repair
- 7.8 To review and adopt the IT Policy

8) Progress Reports:

- 8.1 Cllr Woodward - Buildings maintenance
- 8.2 Cllr Way - Village maintenance
- 8.3 Cllr Way - Play Parks
- 8.4 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 2nd February 2026

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

25/01668/RES	Mr Joe McDermott Land North of Brock Cottage Burford Road Brize Norton	Reserved matters application for two detached self-build dwellings (amended plans) Registered: 18th August 2025 Respond: 6th January 2026
25/02722/FUL	Bloor Homes Land (E) 429027 (N) 207682 Miles Drive Brize Norton	Erection of 39 dwellings, including parking, landscaping, drainage and other associated works with access of Miles Drive Registered: 18th November 2025 Respond: 17th December 2025
25/02891/HHD	Mr & Mrs Annabel Mulcahy Old Quarry House Burford Road Brize Norton	Conversion of loft and garage to living space, erection of outbuilding in from garden with associated works Registered: 28th November 2025 Respond: 23rd December 2025

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
--------------	---	---

		<p>Registered: 25th February 2025 Respond: 2nd October 2025 Under consideration</p>
25/01579/FUL	Foxbury Farm Burford Road Brize Norton	<p>Erection of a water storage pump house. New GRP housing unit for new electrical transformer</p> <p>Registered: 15th July 2025 Respond: 8th August 2025 Under consideration</p>
24/03278/FUL	Witney Solar Limited Land (E) 431186 (N) 208772 Witney Road Brize Norton	<p>Construction and operation of a ground-mounded solar farm with battery energy storage system (BESS) and associated infrastructure, access, ancillary works and landscaping</p> <p>Registered: 30th January 2025 Respond: 3rd March 2025 Awaiting decision</p>
24/01809/FUL	Crocodiles of the World Burford Road Brize Norton	<p>Construction of new crocodile house and creation of 47 additional parking spaces</p> <p>Registered: 29th August 2024 Respond: 20th September 2024 Under consideration</p>
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	<p>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.</p> <p>Registered: 24th July 2024 Respond: 14th August 2024</p>
23/01738/POB28	Land East of Monahan Way Carterton	<p>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.</p> <p>Registered: 23rd June 2023 Respond: 20th July 2023 Under consideration</p>
24/02837/FUL	Mr Aniket Chhipa Plot 4 Viscount Industrial Estate Station Road Brize Norton	<p>Erection of four industrial units and associated works</p> <p>Registered: 5th December 2024 Respond: 14th January 2025 Under consideration</p>

DECIDED 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 Registered: 17th October 2025 Respond: 14th November 2025 Approved: 10th December 2025
--------------	---	--

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Date	Net	VAT	Total	Description	Supplier
26.11.2025	£643.92	£128.79	£772.71	Office & meeting room equipment	Currys
16.12.2025	£50.49	£10.10	£60.59	Website and email fees	IONOS
28.12.2025	£681.47	£0.00	£681.47	Water bill	Water2Business Ltd
05.01.2026	£21.88	£4.38	£26.26	Bin bags & disposable gloves	AK Timms
05.01.2026	£2,000.00	£400.00	£2,400.00	Legal Fees - Lease land	John Welch & Stammers Solicitors
05.01.2026	£35.00	£7.00	£42.00	Clr Way training - NALC Beyond the precept: Funding solutions for smaller parish and town councils	NALC
05.01.2026	£235.80	£47.16	£282.96	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
05.01.2026	£119.40	£23.88	£143.28	Station Road play park weekly inspections	West Oxfordshire District Council
05.01.2026	£94.00	£18.80	£112.80	Boiler repair and call out	G&O Engineers Ltd
22.12.2025	£9.60	£1.92	£11.52	Microsoft 365 licence 18/11/25 to 17/12/25	Microsoft
05.01.2026	£169.05	£33.81	£202.86	Recreation ground grass cutting	Ubico Ltd
05.01.2026	£10.60	£2.12	£12.72	Microsoft 365 Licence 18/10/25 & IONOS charge	Chapel Hill Group Ltd
22.12.2025	£30.00	£0.00	£30.00	Repayment of overpayment	Jo Webb
05.01.2026	£36.00	£0.00	£36.00	50% cost of December Gigaclear broadband subscription	Elder Bank Hall Committee
05.01.2026	£36.00	£0.00	£36.00	50% cost of November Gigaclear broadband subscription	Elder Bank Hall Committee
05.01.2026	£22.50	£4.50	£27.00	Website and email fees	IONOS
05.01.2026				Salaries	
29.12.2025	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys
29.12.2025	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	01/12/2025	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	08/12/2025	Barclays Bank	Interest earned	£ 142.22
BACS	09/12/2025	Aston FC	Recreation ground / changing room hire	£ 55.00
BACS	10/12/2025	Siege FC	Recreation ground / changing room hire	£ 75.00
BACS	11/12/2025	Jo Webb	Repayment of overpayment of wages from 9/12/25	£ 154.86
BACS	15/12/2025	Edler Bank Hall committee	Water invoice - 1/7/25 to 30/9/25	£ 132.01
BACS	15/12/2025	Elder Bank Hall committee	Elder Bank Hall rent	£ 1.00
BACS	18/12/2025	Oxfordshire County Council	Councillor priority fund - defibrillator	£ 610.00

AGENDA ITEM 10.2

Reconciliation to Bank Account:

	Bank Reconciliation at 29/12/2025		
	Cash in Hand 01/04/2025		93,137.37
	ADD Receipts 01/04/2025 - 29/12/2025		110,602.65
			203,740.02
	SUBTRACT Payments 01/04/2025 - 29/12/2025		132,546.65
A	Cash in Hand 29/12/2025 (per Cash Book)		71,193.37
	Cash in hand per Bank Statements		
	Petty Cash 29/12/2025	0.00	
	Barclays Bank Community Account 29/12/2025	16,544.55	
	Barclays Business Premium Accou 29/12/2025	54,678.82	
			71,223.37
	Less unpresented payments		30.00
			71,193.37
B	Adjusted Bank Balance		71,193.37
	A = B Checks out OK		