

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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27th January 2026



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 2nd February 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

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

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 5th January 2026.
- 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 – 2029 Grass cutting tender
 - 7.2 .gov.uk website and email
 - 7.3 Review and adopt the IT Policy
 - 7.4 Review the asset register
 - 7.5 Review the effectiveness of internal control
 - 7.6 Review and adopt the grant awarding policy

- 7.7 Elder Bank Hall broadband contribution
- 7.8 Memorial post repair
- 7.9 Review Councillors' responsibilities
- 7.10 Review and update the approved suppliers list
- 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 March 2026

AGENDA ITEM 9

NEW PLANNING APPLICATIONS: None

PENDING PLANNING DECISIONS:

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 Under consideration
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 Under consideration
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 Awaiting decision

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 Respond: 8th August 2025 Under consideration
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 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 Awaiting decision
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

DECIDED PLANNING DECISIONS:

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 Approved: 20th January 2026
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 Approved: 13th January 2026

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

BACS	02.02.2026	£224.00	£44.80	£268.80	Digital amends to website, technical amends / support and BB artwork upload, input to website	Chapel Hill Group Ltd
BACS	02.02.2026				Salaries	
DD	26.01.2026	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys
DD	26.01.2026	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys
BACS	02.02.2026	£571.20	£114.24	£685.44	Scribe Accounts Renewal 2026	Scribe
DD	19.01.2026	£9.60	£1.92	£11.52	Microsoft 365 licence	Microsoft
BACS	02.02.2026	£35.00	£7.00	£42.00	Cllr Way training - NALC Future leaders: Attracting young talent to parish and town councils	NALC
BACS	02.02.2026	£149.25	£29.85	£179.10	Station Road play park weekly inspections	West Oxfordshire District Council
BACS	02.02.2026	£294.75	£58.95	£353.70	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
DD	02.02.2026	£787.65	£0.00	£787.65	Water bill	Water2Business Ltd
CARD	12.01.2026	£7.70	£0.00	£7.70	Postage	Post Office Ltd

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	02/01/2026	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	08/01/2026	Aston FC	Recreation ground / changing room hire	£ 175.00
BACS	14/01/2026	Siege FC	Recreation ground / changing room hire	£ 75.00
BACS	20/01/2026	HMRC	VAT return	£ 3,067.37

AGENDA ITEM 10.2

Reconciliation to Bank Account:

A	Bank Reconciliation at 26/01/2026		
	Cash in Hand 01/04/2025		93,137.37
	ADD Receipts 01/04/2025 - 26/01/2026		114,375.00
	SUBTRACT Payments 01/04/2025 - 26/01/2026		207,512.37 138,502.84
	Cash in Hand 26/01/2026 (per Cash Book)		69,009.53
B	Cash in hand per Bank Statements		
	Petty Cash 26/01/2026	0.00	
	Barclays Bank Community 26/01/2026	13,948.73	
	Barclays Business Premium 26/01/2026	54,678.82	
			68,627.55
	Less unrepresented payments		72.00
			68,555.55
	Plus unrepresented receipts		453.98
B	Adjusted Bank Balance		69,009.53
	A = B Checks out OK		