BRIZE NORTON PARISH COUNCIL
Clerk to the Council: Mrs Jo Webb
Elder Bank Hall, Station Road, Brize Norton OX18 3PS
Telephone: 01993 875753
E-mail: clerk@brizenortonparishcouncil.gov.uk

27th October 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 November 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

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 October 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
- **6.4** Cllr State – Public Rights of Way

7) Discussion and Decisions:
- **7.1** Agree updated Emergency Plan
- **7.2** Preschool proposal for outside area
- **7.3** Savills – Bus shelter and allotment rent increase
- **7.4** Donation request for bonfire event
- **7.5** Agree bus survey response
- **7.6** CFO proposal for Neighbourhood Plan review
- **7.7** Quote for Community Governance Review survey
- **7.8** Quote for printing of Community Governance Review flyer

8) Progress Reports:

8.1 Cllr Woodward - Buildings maintenance
8.2 Cllr Way - Village maintenance
8.3 Cllr Way and Clerk - Play Parks
8.4 Cllr Woodward – EV Microhub
8.5 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 7th December 2026.

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

26/02413/HHD		Mr & Mrs Bagnell High Walls Burford Road Brize Norton	Demolition of outbuildings, conversion of outbuilding to annex and construction of double garage **Registered: 22nd October 2026** **Respond: 16th November 2026**
26/02485/HHD		Mr Aaron Bond 3 Parker Close Brize Norton	Conversion of loft with addition of 5no. rooflights **Registered: 22nd October 2026** **Respond: 13th November 2026**
26/02304/FUL		Mr Andrew Sales Albion Burford Road Brize Norton	Erection of a second self-contained holiday let; extension and alteration of the existing holiday let accommodation; construction of a detached one and a half storey annexe with integral car port ancillary to the main dwelling; erection of a new entrance porch to the dwelling together with associated external works including alterations to the boundary treatments, the raising of sections of boundary walling and installation of an electric entrance gate. **Registered: 8th October 2026** **Respond: 9th November 2026**

PENDING PLANNING DECISIONS:

26/02097/RES		Oxford Diocesan Schools Trust Land North of Browns Field Way Brize Norton	Approval of reserved matters (access, appearance, landscaping, layout and scale) for the construction of a primary school with associated works and landscaping **Registered: 17th September 2026** **Respond: 15th October 2026**
26/02135/HHD		Miss Danielle Marsh 2 Honeyham Close Brize Norton	Removal of existing conservatories, erection of single and two storey rear extensions **Registered: 3rd September 2026** **Respond: 1st October 2026** **Under consideration**
26/02104/CND		Bloor Homes Land East of Monahan Way Brize Norton	Discharge of condition 10 (Drainage Strategy) of planning permission 14/0091/P/OP. Includes attenuation ponds. **Response sent: 9th September 2026** **Under consideration**
26/01803/RES		HarperCrewe Bloombridge Ltd Land (E) 428789 (E) 208512 Burford Road Brize Norton	Approval of reserved matters (layout, appearance, landscaping, and scale) for the erection of 134 dwellings with associated landscaping, public open space, a community building, drainage, roads and associated works, pursuant to outline planning permission reference 25/00487/OUT **Registered: 19th August 2026** **Respond: 17th September 2026** **Under consideration**
26/01849/FUL		Mr & Mrs Hinchly Quarry Dene Burford Road Brize Norton	Erection of a dwelling and associated works to the rear of Quarry Dene **Registered: 13th August 2026** **Respond: 4th September 2026** **Under consideration**
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** **Awaiting decision**
24/03278/FUL		Witney Solar Limited Land (E) 431186 (N) 208772 Witney Road	Construction and operation of a ground-mounded solar farm with battery energy storage system

		Brize Norton	(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:

26/00416/RES		Mr Andrew Winstone Land East of Monahan Way Brize Norton	Reserved Matters application for details of appearance, landscaping, layout and scale for the country park, public open space, structural landscaping and allotments following permission 14/0091/P/OP. (Revised Reserves Matters) **Registered: 19th February 2026** **Respond: 14th May 2026** **Approved: 23rd October 2026**

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment met	Date	Net	VAT	Total	Description	Supplier
BACS	02.11.2026	£18.00	£0.00	£18.00	50% cost of October Gigaclear broadband	Elder Bank Hall Committee
BACS	02.11.2026	£303.50	£60.70	£364.20	Deposit for EBH meeting room kitchen fitting	Drift Woodworking Ltd
BACS	02.11.2026	[redacted]			Salaries	
DD	26.10.2026	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys
DD	26.10.2026	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys
DD	26.10.2026	£7.29	£1.46	£8.75	Virtual Landline	Virtual Landline
CARD	26.10.2026	£70.44	£14.09	£84.53	Metal work for bus shelter splash guard	DC Iron
DD	23.10.2026	£17.49	£3.50	£20.99	Email fees	Hugo Fox Ltd
BACS	02.11.2026	£10.00	£0.00	£10.00	Reimbursement of flowers for memorial	Wendy Way
CARD	22.10.2026	£217.20	£43.44	£260.64	Microsoft 365 licence 22/10/26 to 21/10/27	Microsoft
BACS	02.11.2026	£488.45	£97.69	£586.14	Play park weekly inspections	West Oxfordshire District Council
BACS	02.11.2026	£1,342.67	£268.53	£1,611.20	Kitchen units for EBH meeting room	Howdens
BACS	02.11.2026	£280.00	£56.00	£336.00	Grounds maintenance at Brize Meadow play park	RJ Groundcare Limited
BACS	02.11.2026	£810.00	£162.00	£972.00	Parish grass cutting	RJ Groundcare Limited
BACS	02.11.2026	£240.00	£48.00	£288.00	Recreation ground grass cutting	McCracken & Sons LTD
BACS	02.11.2026	£100.00	£0.00	£100.00	Donation	Brize Norton PCC
BACS	02.11.2026	£80.00	£0.00	£80.00	Donation for poppy wreaths	The Poppy Appeal
BACS	02.11.2026	£70.00	£14.00	£84.00	Cllr State - Training - How to respond effectively to plannning applications	OALC

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	30/09/2026	Carterton FC	Recreation ground / changing room hire	£ 137.50
BACS	01/10/2026	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	08/10/2026	Humble Bumble Café	Water bill	£ 110.00
BACS	09/10/2026	Elder Bank Hall	Water bill	£ 105.13

BANK TRANSFERS:

Date	From	To	Amount	Reason
05/10/2026	Business Premium Account	Community Account	£ 7,000.00	To cover October meeting orders for payment

AGENDA ITEM 10.2

Reconciliation to Bank Account:

	Bank Reconciliation at 27/10/2026		
	Cash in Hand 01/04/2026		57,039.33
	ADD		
	Receipts 01/04/2026 - 27/10/2026		109,981.89
			167,021.22
	SUBTRACT		
	Payments 01/04/2026 - 27/10/2026		65,810.04
A	**Cash in Hand 27/10/2026** (per Cash Book)		**101,211.18**
	Cash in hand per Bank Statements		
	Petty Cash 27/10/2026	0.00	
	Barclays Bank Community Account 27/10/2026	3,503.64	
	Barclays Business Premium Accou 27/10/2026	97,503.90	
			101,007.54
	Less unpresented payments		
			101,007.54
	Plus unpresented receipts		203.64
B	**Adjusted Bank Balance**		**101,211.18**
	A = B Checks out OK		