

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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28th July 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 3rd August 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, circular, dotted-line watermark.

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 6th July 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 To review and approve policies
- 7.2 Quote for Elder Bank Hall kitchen unit
- 7.3 Water supplier quotes
- 7.4 Noticeboard quotes
- 7.5 Councillor Register of Member's Interests
- 7.6 RoSPA play park inspection report – Station Road play park
- 7.7 Response to WODC consultation – Off street parking order for Kilkenny car park

- 7.8 Response to WODC consultation - Public Space Protection Order (PSPO) – Proposed Controls relating to Dog Fouling across West Oxfordshire District
- 7.9 Office expenditure
- 7.10 Play park inspection training
- 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 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 September 2026

AGENDA ITEM 9

NEW PLANNING APPLICATIONS: None

PENDING 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 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 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:

26/01067/HHD	Mr Ryan Moore 6 Godwin Row Brize Norton	Conversion of existing loft space to form 1 no. bedroom with en-suite, including front and rear rooflights Registered: 19th May 2026 Respond: 11th June 2026 Approved: 6th July 2026
26/01180/FUL	Mrs Sophie Harris 37 Wilkins Close Brize Norton	Erection of detached outbuilding for use as a beauty salon and relocation of existing shed Registered: 18th May 2026 Respond: 9th June 2026 Approved: 6th July 2026

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Payment method	Date	Net	VAT	Total	Description	Supplier
BACS	03.08.2026	£464.41	£92.88	£557.29	Installation of EBH extension blinds	Associated Blinds Ltd
DD	28.07.2026	£22.50	£4.50	£27.00	Website and email fees	IONOS
DD	27.07.2026	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys
DD	27.07.2026	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys
BACS	03.08.2026				Salaries	
DD	23.07.2026	£17.49	£3.50	£20.99	Email fees	Hugo Fox Ltd
DD	25.07.2026	£7.29	£1.46	£8.75	Virtual Landline	Virtual Landline
BACS	03.08.2026	£115.50	£23.10	£138.60	Village handyman workwear	Print Ready Ltd
BACS	03.08.2026	£18.00	£0.00	£18.00	50% cost of Gigaclear broadband service	Elder Bank Hall Committee
BACS	03.08.2026	£131.36	£26.27	£157.63	Station Road play park weekly inspections	West Oxfordshire District Council
BACS	03.08.2026	£259.40	£51.88	£311.28	Brize Meadow playpark weekly inspections	West Oxfordshire District Council
BACS	03.08.2026	£83.00	£16.60	£99.60	Station Road play park annual inspection	RoSPA Play Safety
DD	16.07.2026	£58.32	£11.67	£69.99	Anti virus software	Norton
BACS	03.08.2026	£253.00	£0.00	£253.00	Annual membership subscription	SLCC
BACS	03.08.2026	£450.00	£90.00	£540.00	Recreation ground grass cutting	McCracken & Sons LTD
BACS	03.08.2026	£4.36	£0.87	£5.23	Key tag and cable ties	AK Timms
DD	28.07.2026	£756.85	£0.00	£756.85	Water bill	Water2Business Ltd
DD	18.07.2026	£9.60	£1.92	£11.52	Microsoft 365 licence	Microsoft
CARD	12.07.2026	£5.00	£0.00	£5.00	Printer paper	Sainsburys
CARD	12.07.2026	£15.00	£0.00	£15.00	Office equipment	TG Jones
CARD	03.07.2026	£3.95	£0.00	£3.95	Postage - VAT return	Post Office Ltd
DD	02.07.2026	£47.00	£0.00	£47.00	Data protection renewal fee	Information Commissioner's Office

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	01/07/2026	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	01/07/2026	Allotment Holders	Allotment rent	£ 15.53
BACS	13/07/2026	Zurich Insurance	Insurance claim for car park wall	£ 1,150.00
BACS	13/07/2026	HMRC	VAT refund	£ 3,229.57
BACS	17/07/2026	Brize Norton PCC	Refund of duplicate payment made in error	£ 384.00
BACS	28/07/2026	Minster Lovell Cricket Club	Recreation ground / changing room hire	£ 341.81

BANK TRANSFERS: None

AGENDA ITEM 10.2

Reconciliation to Bank Account:

A	Bank Reconciliation at 28/07/2026		
	Cash in Hand 01/04/2026		57,039.33
	ADD Receipts 01/04/2026 - 28/07/2026		59,769.21
	SUBTRACT Payments 01/04/2026 - 28/07/2026		116,808.54 43,102.71
	Cash in Hand 28/07/2026 (per Cash Book)		73,705.83
B	Cash in hand per Bank Statements		
	Petty Cash 28/07/2026	0.00	
	Barclays Bank Community Account 28/07/2026	3,809.18	
	Barclays Business Premium Account 28/07/2026	68,722.76	
			72,531.94
	Less unrepresented payments		
			72,531.94
	Plus unrepresented receipts		1,173.89
B	Adjusted Bank Balance		73,705.83
	A = B Checks out OK		