

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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26th May 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 1st June 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 11th May 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 extension blinds and sink unit

7.3 Quote for village pond survey

7.4 Cricket club changing room charges

7.5 Enquiry regarding pickleball

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 Clerk – Water leak
- 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 6th July 2026

AGENDA ITEM 9

NEW PLANNING APPLICATIONS:

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
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
26/01059/HHD	Mr Alegado 5 Lock Court Brize Norton	Erection of a single storey extension on side elevation Registered: 12th May 2026 Respond: 3rd June 2026

PENDING PLANNING DECISIONS:

26/00981/HHD	Mr Stephen Hawkins Clumber Elm Grove Brize Norton	Erection of a front porch and carport Registered: 5th May 2026 Respond: 26th May 2026 Under consideration
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: None

AGENDA ITEM 10.1

ORDERS FOR PAYMENT:

Method of payment	Date	Net	VAT	Total	Description	Supplier
BACS	01.06.2026				Salaries	
DD	26.05.2026	£17.49	£3.50	£20.99	Email fees	Hugo Fox Ltd
Card	26.05.2026	£15.50	£0.00	£15.50	Brize Breeze postage	Post Office Ltd
DD	26.05.2026	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys
DD	26.05.2026	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys
DD	25.05.2026	£7.29	£1.46	£8.75	Virtual Landline 25/5/26 to 25/6/26	Virtual Landline
BACS	01.06.2026	£18.00	£0.00	£18.00	50% cost of May Gigaclear service	Elder Bank Hall Committee
DD	22.05.2026	£359.88	£71.98	£431.86	Annual Gold membership	Hugo Fox Ltd
BACS	01.06.2026	£35.00	£7.00	£42.00	Clerk training - Introduction to social media for local councils	OALC
DD	18.05.2026	£9.60	£1.92	£11.52	Microsoft 365 licence	Microsoft
BACS	01.06.2026	£1,648.12	£329.62	£1,977.74	Design and printing of Brize Norton Breeze magazine	Chapel Hill Group Ltd
BACS	01.06.2026	£50.00	£0.00	£50.00	Donation for Annual Parish Meeting refreshments	Brize Norton PCC
BACS	01.06.2026	£384.00	£0.00	£384.00	Grant for open churchyard grass cutting	Brize Norton PCC
BACS	19.05.2026	£1,588.20	£0.00	£1,588.20	Grant award	Elder Bank Hall Committee
BACS	01.06.2026	£378.40	£75.68	£454.08	Boiler repair	G&O Engineers Ltd
BACS	01.06.2026	£340.00	£68.00	£408.00	Cleaning of changing room and outside toilet at pavilion	Humble Bumble Ltd
BACS	01.06.2026	£302.00	£60.40	£362.40	Payroll processing	Payman.co.uk Ltd
DD	28.05.2026	£925.50	£0.00	£925.50	Water bill	Water2Business Ltd
Card	06.05.2026	£1,190.00	£238.00	£1,428.00	Water leak detection	ADI Leak Detection

PAYMENTS RECEIVED:

Payment Type	Date	Source	Details	Amount
BACS	01/05/2026	Humble Bumble Café	Pavilion rent	£ 1.00
BACS	01/05/2026	OCC	Grass cutting grant	£ 828.00
	May	Allotment holders	Allotment rent	£ 145.87

BANK TRANSFERS:

Date	From	To	Amount	Reason
06/05/2026	Business Premium Account	Community Account	£ 5,000.00	To maintain working balance in community account
19/05/2026	Business Premium Account	Community Account	£ 3,000.00	To maintain working balance in community account

AGENDA ITEM 10.2

Reconciliation to Bank Account:

	Bank Reconciliation at 26/05/2026		
	Cash in Hand 01/04/2026		57,039.33
	ADD		
	Receipts 01/04/2026 - 26/05/2026		54,336.65
			111,375.98
	SUBTRACT		
	Payments 01/04/2026 - 26/05/2026		23,873.16
A	Cash in Hand 26/05/2026 (per Cash Book)		87,502.82
	Cash in hand per Bank Statements		
	Petty Cash 26/05/2026	0.00	
	Barclays Bank Community Account 26/05/2026	4,900.29	
	Barclays Business Premium Account 26/05/2026	82,187.98	
			87,088.27
	Less unrepresented payments		1,588.20
			85,500.07
	Plus unrepresented receipts		2,002.75
B	Adjusted Bank Balance		87,502.82
	A = B Checks out OK		