

BRIZE NORTON PARISH COUNCIL

Clerk to the Council: Mrs Jo Webb

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30th June 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 6th July 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', with a stylized flourish at the end.

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 1st June 2026.

4) Co-opt a new Councillor.

5) Public Participation: Please see information above.

6) District and County Councillors' reports for information only.

7) Councillor reports:

7.1 Cllr Goble - Chairman's Report

7.2 Cllr Goble - Brize Meadow

7.3 Highways

7.4 Cllr State – Public Rights of Way

7.5 Clerk – Data Protection training

8) Discussion and Decisions:

8.1 To consider the adoption of the General Power of Competence

8.2 To review and approve policies

8.3 Quote for Elder Bank Hall sink unit

8.4 Recreation ground bin emptying

8.5 Sport

- 8.6 Review Emergency Response Plan
- 8.7 Winter preparedness – salt bags/bins order

9) Progress Reports:

- 9.1 Cllr Woodward - Buildings maintenance
- 9.2 Cllr Way - Village maintenance
- 9.3 Cllr Way and Clerk - Play Parks
- 9.4 Outstanding actions list

10) Planning: Review of new planning applications and progress on outstanding applications (on attached Appendix)

11) Finance:

- 11.1 To review orders for payment and payments received (on attached appendix).
- 11.2 To review the bank reconciliation.

12) Correspondence.

13) Date of next meeting – Monday 3rd August 2026

AGENDA ITEM 10

NEW PLANNING APPLICATIONS: None

PENDING 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 Awaiting decision
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 Awaiting decision
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:

26/00981/HHD	Mr Stephen Hawkins Clumber Elm Grove Brize Norton	Erection of a front porch and carport Registered: 5th May 2026 Respond: 26th May 2026 Approved: 19th 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 Approved: 15th June 2026

AGENDA ITEM 11.1

ORDERS FOR PAYMENT:

Payment method	Date	Net	VAT	Total	Description	Supplier	
BACS	06.07.2026				Salaries		
BACS	01.07.2026	£22.50	£4.50	£27.00	Website and email fees	IONOS	
BACS	06.07.2026	£27.00	£0.00	£27.00	Hall hire for annual parish meeting	Elder Bank Hall Committee	
BACS	06.07.2026	£650.00	£130.00	£780.00	Elder Bank Hall car park line marking	A40 Road Markings Ltd	
DD	26.06.2026	£2.75	£0.00	£2.75	Care and Repair subscription for Samsung TV in meeting room	Currys	
DD	26.06.2026	£2.50	£0.00	£2.50	Care and Repair subscription for office printer	Currys	
DD	26.06.2026	£7.29	£1.46	£8.75	Virtual Landline	Virtual Landline	
BACS	06.07.2026	£55.00	£11.00	£66.00	Cleaning of changing room and outside toilet at pavilion	Humble Bumble Ltd	
BACS	06.07.2026	£259.40	£51.88	£311.28	Brize Meadow playpark weekly inspections	West Oxfordshire District Council	
BACS	06.07.2026	£131.36	£26.27	£157.63	Station Road play park weekly inspections	West Oxfordshire District Council	
DD	23.06.2026	£17.49	£3.50	£20.99	Email fees	Hugo Fox Ltd	
BACS	06.07.2026	£18.00	£0.00	£18.00	50% cost of June Gigaclear service	Elder Bank Hall Committee	
DD	18.06.2026	£9.60	£1.92	£11.52	Microsoft 365 licence	Microsoft	
BACS	06.07.2026	£1,150.00	£230.00	£1,380.00	Water leak repair	Ben Smith Carpentry & Building	
BACS	06.07.2026	£44.89	£8.98	£53.87	Motomix and oil	5A's Tool and Plant Hire	
CARD	15.06.2026	£8.00	£0.00	£8.00	Laminating pouches	TG Jones	
BACS	06.07.2026	£26.99	£0.00	£26.99	Reimbursement of allotment padlock and key cutting	Tony Shillingford	
BACS	06.07.2026	£40.00	£8.00	£48.00	CLr Way training - OALC Talking Tables	OALC	
BACS	06.07.2026	£280.00	£56.00	£336.00	Grounds maintenance at Brize Meadow play park	RJ Groundcare Limited	
BACS	06.07.2026	£810.00	£162.00	£972.00	Parish grass cutting	RJ Groundcare Limited	
BACS	06.07.2026	£360.00	£72.00	£432.00	Recreation ground grass cutting	McCracken & Sons LTD	
DD	28.06.2026	£1,072.04	£0.00	£1,072.04	Water bill	Water2Business Ltd	
BACS	06.07.2026	£17.89	£3.58	£21.47	Padlock for emergency barrier and drain cover	AK Timms	
BACS	06.07.2026	£119.74	£18.00	£137.74	Top soil and grass seed for repair of recreation ground	AK Timms	
BACS	06.07.2026	£164.20	£32.84	£197.04	Station Road play park weekly inspections	West Oxfordshire District Council	
BACS	06.07.2026	£324.25	£64.85	£389.10	Brize Meadow playpark weekly inspections	West Oxfordshire District Council	
DD	15.06.2026	£60.49	£12.10	£72.59	Website and email fees	IONOS	
BACS	21.06.2026	£464.41	£92.88	£557.29	Deposit for EBH extension blinds	Associated Blinds Ltd	Paid
BACS	06.07.2026	£180.00	£36.00	£216.00	Cleaning of changing room and outside toilet at pavilion	Humble Bumble Ltd	

PAYMENTS RECEIVED:

BACS	01/06/2026	Humble Bumble Café	Pavilion rent	£	1.00
BACS	03/06/2026	Minster Lovell Cricket Club	Recreation ground hire	£	1,200.00
BACS	15/06/2026	Deer Park Rangers	Recreation ground/changing room hire	£	80.00
	June	Allotment Holders	Allotment rent	£	87.30

BANK TRANSFERS:

Date	From	To	Amount	Reason
27/05/2026	Business Premium Account	Community Account	£ 10,000.00	To cover June meeting orders for payment
29/06/2026	Business Premium Account	Community Account	£ 8,000.00	To cover July meeting orders for payment

AGENDA ITEM 11.2

Reconciliation to Bank Account:

A	Bank Reconciliation at 29/06/2026		
	Cash in Hand 01/04/2026		57,039.33
	ADD Receipts 01/04/2026 - 29/06/2026		54,580.16
	SUBTRACT Payments 01/04/2026 - 29/06/2026		111,619.49 32,860.23
	Cash in Hand 29/06/2026 (per Cash Book)		78,759.26
B	Cash in hand per Bank Statements		
	Petty Cash 29/06/2026	0.00	
	Barclays Bank Community Account 29/06/2026	13,693.32	
	Barclays Business Premium Account 29/06/2026	64,343.19	
			78,036.51
	Less unpresented payments		78,036.51
	Plus unpresented receipts		722.75
	Adjusted Bank Balance		78,759.26
	A = B Checks out OK		