

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 16th November 2021 at 7.30pm at the Village Hall.

Present: Cllrs S. Robson (Chair), J. Davys, C. Collett, S. Jackson, B. Nielson, H. Baines, G. Gilgrass,
J. Harding, J. Debney

In attendance: K. Fanstone (Clerk)

1	Apologies for Absence · Apologies received from A. Simpson, P. Sudbury
2	Minutes of the meeting held on 19th October 2021 · The minutes of the meeting held on 19 th October 2021 were approved and will be signed by Sue in the Parish Office.
3	Declarations of Disclosable Pecuniary Interest · There were no declarations of pecuniary interest.
4	Public Participation · Mrs Southwell attended the meeting to observe and give an update on the open spaces at Little Martins. The verges and open space are now ready for the PC to take over, Jason to talk to Giles as Ed Morgan is no longer able to do the work in the village. There were no members of the public present at the meeting
5	County Council Report – A working group has now been set up to work on the County lighting policy, the aim is to achieve no/reduced lighting. · The bypass lights issue is still ongoing, Jason to forward to Katie the list of actions that we haven't had an update on. Katie will follow up with Cllr. Sudbury, and try and arrange another walk about meeting. Cllr. Sudbury is still working on a crossing on the High Road. District Councillor Report – Cllr. Simpson had circulated her report prior to the meeting. Clerks Report – The outstanding pitch fees from the cricket and football club have now been sorted and invoices sent. The current year will be sorted at the end of the football season in May next year. It was decided to use the Stewart room at the village hall for the next few months for the Parish Council meetings.

Planning Report

Ref	Description	Decision
P21/S4028/HH	North View	Revised drawing submitted, no objections
P21/S4488/HH	Slade End	No Objections
P21/S1181/HH	Mackney Lane	No Objections

Applecroft – Work has halted at Applecroft while the ridge height issue is resolved, Celia has been in contact with enforcement, and is waiting to hear back on the next steps.

Highlands – Jason has had an update that a site meeting took place this week and a new planning application is immanent. Confirmation is required as to whether this is a new application and the current one will be withdrawn or it is another amendment. Jason will try and confirm.

Agree Payments for approval

Payee and reason	£ total
K. Fanstone – Clerk's Salary November	£611.52
Village Hall room hire	£33.00
SODC – Dog Bins	£430.56
Tom Cottrell – Zip wire tree	£420.00
OALC – Mentor fees for Clerks CILCA Course	£330.00
Scofel	£769.63

6 Matters for Discussion/Decision

- a) Cllr Robson updated the Parish Council on a meeting that had taken place with Annette, Cllr Gilgrass, and the Parish Clerk, it was a productive meeting and hopefully now any differences have been put behind us. It was clarified that the trustees are consulting the local community again with a village survey going in the next villager and online, the brief to the architects will be for 3 concept designs, one for repair and 2 differing designs. The trustees and liaison group will work on these and decide the best one to move to the next stage with, this will then be presented to the village for full consultation. Helen proposed that in principle the Parish Council agree to match fund around £20,00 to work through stage 2 of the process and get to stage 3. 7 voted in favour, 1 abstain. Cllr Gilgrass requested that Cllr Harding worked alongside Gary the trustee responsible for finance to work through a process for the funds to be released. Cllr Neilson requested that a realistic cap be maintained on design cost. Cllr Robson proposed a vote to release the initial fund to enable the process to start the concept design, 8 voted in favour. Cllr Robson to write to Graham to confirm what the Parish Council has agreed to.
- b) Cllr Debney confirmed that we have now received our grant from locality and that the initial meeting with Neil Homer had taken place. There is now a confirmed plan of action with quite tight deadlines, with the aim that the revised plan and design code will be ready to go to SODC in the summer. The Village briefing is booked for 12th January. The parish Council will need to draft a term of reference to enable the Steering group to form and lead on the project, they will then feed back to the Parish Council for approval. Jason will contact the names suggested to be part of this group, and their initial meeting will be 1st December.
- c) Cllr Baines requested that the phone box on the High Road be painted, Katie to contact some painters and get the work booked in.

- d) The projected year end financials were circulated along with a draft budget for 22/23. It was agreed to allocate some more money to the Neighbourhood plan project, the pavilion tower works and legal fees. Final budget will be agreed in January.
- e) Cllr Collett explained the problems with the village hall carpark and the issues it is causing for the shop deliveries and its day to day running, she asked this project be looked at as a matter of urgency. James will lead on this and will start with a site visit with Frank, Bob, Graham and Jason. Jason requested a plan is devised so that unnecessary trees are not cut down. From this initial meeting a project plan can be made, Cllr Collett will lead on any planning issues that arise from the project.

8 Matters for report and inclusion on December Agenda

Cllr Neilson withdrew his request for a vote on no-aligned independence

Cllr Collett requested permission for the Christmas trees to go up again on the green, Permission given,

Cllr Baines has been asked if an old fishing net in the roof of the pavilion can be used on the fixed goal on the Rec, Katie is going to check with Oxford playfield association that it is ok to leave a net up permanently to be played with, and also to check the goal is secured properly.

It was agreed that the Parish Council can now proceed with the legal transfer of the land at Little Martins.

It was agreed that the next meeting of the Council would take place on Tuesday 21st December 2021 at 7.30pm. There being no further business the meeting was declared closed at 9.40 pm.