

**BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL**

**Minutes of the Parish Council meeting duly convened and on July 19th 2022 at 7.30pm In the Village Hall**

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

**In attendance:** K. Fanstone (Clerk)

1	<b>Apologies for Absence</b> . Apologies received from Cllr Simpson, Cllr Sudbury
2	<b>Minutes of the meeting held on 21<sup>st</sup> June 2022</b> . The minutes of the meeting held on 21 <sup>st</sup> June 2022 were approved and were signed by Cllr Robson
3	<b>Declarations of Disclosable Pecuniary Interest</b> . Cllr Debney declared an interest in the Village Hall Carpark and the Village Hall redevelopment.
4	<b>Public Participation</b> . Annette Kilworth and Gary Kent attended to discuss the village hall CIL contribution.  Cllr Gilgrass had previously circulated a document from Andrew Marsden regarding the Village Hall paying with the CIL funds directly to a supplier or service provider for work on the village Hall. Cllr Harding had spent some time investigating this and agreed as long as the correct process was followed, raising a purchase order before placing the order and the Parish Council was invoiced directly, this should all be ok
5	<b>Clerks Report –</b> . A representative from Highways had attended a site meeting with Cllr Sudbury, and the Parish Council to discuss the sighting of a potential pedestrian crossing. They are now looking at various positions and will come back to the Council once they have their recommendations.  Bioregional are ready to present their findings to the Parish Council before the report is made public, Cllr Robson to try and coordinate a time for an online presentation in August.  It was agreed that Cllr Collett will monitor any emails regarding planning that are received while Katie is on annual leave, the laptop will stay in the Council Office.  <b>Planning Report</b>  The Byre - Cllr Collett will represent the Parish Council at planning committee to object to the planning application, Cllr Simpson will support the Parish Council in their objection.  Applecroft – We are still waiting for an update on the application and if it will go to committee. Discussion regarding how we will make a submission at committee if other members of the public will want to speak on it too. Cllr Collett stressed that the Parish Council submission must be clear, concise and focus on planning policy. Cllr Gilgrass proposed using Oneil Homer if we need help with our submission, Cllr Robson Seconded and all agreed.

The Orchard on High Road – Cllr Collett needs to send the Parish Council latest feedback to the planning Officer this week, requested any further comments to be sent by Thursday.

Ref	Description	Decision
P22/S12456/HH	Home Farm	Approved – with condition to remain as part of main dwelling
P22/S2288/LDP	North Farm House	No comments – Have requested decision from planning officer
P22/S1680/HH	North View Amendments	Original comments still relevant
P22/S2370/FUL	Middle Farm	The plans were discussed and a query raised over an additional entrance way. Cllr Collect and Cllr Dayvs to review plans and confirm.
P22/S2479/LB	Old Priory	Approved

#### Agree Payments for approval

Payee and reason	£ total
K. Fanstone – Clerk’s Salary April	£647.40
Amazon – pigeon spikes and cable ties	£7.99
Unicorn – Phone box glass	£69.48
Forget me not gardens	£420.00
Playdale	£36.36
Scofell	£900.56
Printinco	21.00
Stewart Hall hire (heat source meeting and PC meeting x2)	£116.00
Jason Mitchell - Painter	£801.08
OALC – Planning training Course	£66.00
John Calvert	£290.00

#### 6 Matters for Discussion/Decision

- a) There was a discussion regarding allocation of the CIL funds to projects, the Parish Council all agreed that priority needed to be given to the village hall, the pavilion, and the carpark, with some funds also going to speed reduction initiatives in the Parish. As discussed earlier at the meeting the village hall would like the Parish Council to pay directly to the supplier for items paid for with CIL. Cllr Gilgrass has a policy on how this will be implemented, to clarify how the Village Hall will apply for the money. This must be in place before any funds are awarded. Cllr Collett proposed implementing this policy and procedure, Cllr Baines seconded. 6 voted in favour, Cllr Neilson and Jackson abstained.
- b) The Terms of Reference for the planning committee and updated standing orders had previously been circulated, discussion regarding removing item 10 from the Standing Orders, and all agreed it should not be included, Cllr Robson proposed adopting the 2 new policies, Cllr Collett seconded and all agreed.
- c) Cllr Debney updated the parish Council on the Neighbourhood plan; the NP group are working on the statutory comments and are waiting for clarification on 3 points from SODC. Until this is received, we are not able to move onto the next stage. The building policy and design code also need rewriting. It is hoped that it will all be ready to be approved by full Council at the September meeting. Katie and Cllr Debney to liaise with Lianne regarding outstanding costs and potential further grants.

- d) The site levels have been set for the carpark, there is still the last bit of clearing to be done, the Carpark team and working together to get the last few roots cleared in the next 2 weeks. Cllr Collett suggested the Council look into funding for electric charging points.
- e) The Council accounts had previously been circulated as part of the quarterly finance review, all received and noted. A full CIL breakdown has now been included to help monitor the spending of this budget. The full year forecast projection is slightly better than we thought originally.

**8 Matters for report and inclusion on July's Agenda**

Cllr Debney has arranged to meet Scofell to discuss the mowing schedule for Little Martins, and also confirmed Giles is ¾ way through the village verge cutting. He will also be meeting Dave Cottrell to discuss the trees in King Meadow.

Cllr Robson confirmed that the village speeding working group was in the early stages of being set up, Jamie Cresswell will be heading up the group and they will feed back to the Parish Council any suggestions and solutions they come up with.

It was agreed that the next meeting of the Council would take place on Tuesday 20<sup>th</sup> September 2022 at 7.30pm. There being no further business the meeting was declared closed at 9.10pm