

**BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL**  
**Minutes of the Parish Council meeting duly convened on 17<sup>th</sup> January 2023 at 7.30pm In the**  
**Church Room**

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

**In attendance:** G. McEvoy (Clerk) P. Southwell, Mrs Lee

1.	<b>Apologies for Absence</b> Apologies received from Cllr Harding, Cllr Baines		
2.	<b>Minutes of the meeting held on 20<sup>th</sup> December 2022</b> The minutes of the meeting held on 20 <sup>th</sup> December 2022 were approved and were signed by Cllr Robson		
3.	<b>Declarations of Disclosable Pecuniary/Personal Interest</b> Cllrs Collett, Gilgrass and Debney declared a personal interest in the Village Hall		
4.	<b>Public Participation</b> <i>Mr Southwell asked for an update on the Little Martins' Maintenance Plan and clarification as to who will be responsible for the upkeep of the newly planted orchard.</i> Cllr Debney gave a detailed response with regard to the anticipated Maintenance Plan but emphasised that they were subject to negotiation with Scofell (the company who currently manage ground maintenance throughout the village). He also detailed that the docs would be removed in February, using Duke of Edinburgh volunteers. He confirmed that the Orchard would be the responsibility of the Parish Council with support from the Orchard Group who would develop an organically managed programme of works.		
5c	<b>Clerks Report –</b> The new Clerk, Gabrielle McEvoy, stated that she had attended an OALC course that day entitled “The Essential Clerk”.		
5d	<b>Planning Report</b>		
	P22/S3905/HH	3a Church Lane - Amendments	No further objection. Highways were Satisfied with the amendment
	<p>Cllr Collett proposed that we adopt a protocol and standard letter for planning consultations that are not within our Neighbourhood Plan/Parish Boundaries.</p> <p>This was prompted by an approach from representatives of Nicholas King Homes, for a consultation regarding the possible development of land on Wantage Road (Purely Plants). As this is not within the Parish Boundary it was deemed that no further involvement from Brightwell-cum-Sotwell is necessary at this time. Cllr Debney, expressed some concerns about the size and possible impact of the development and volunteered to attend the Town Council Meeting when this development is discussed.</p> <p>There was unanimous agreement that a protocol should be developed and adopted for further approaches.</p> <p>There is still no date regarding when Applecroft will be going to planning committee as the agent is yet to respond.</p>		

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5f	<b>Agree Payments for approval</b>	
	Payee and reason	£ total
	St Agatha's Church – Hire of Church for NP	£50.00
	St Agatha's Church – Hire of Church room for 2 x Parish Council Meetings	£40.00
	Printinco for NP	£18.00
	Tom Cottrell Landscapes – Tree works at Greenmere	£1920.00
	Clerk training/handover	£79.26
	Clerk Salary for January	£686.92
6a	<b>Village Hall</b> Cllr Gilgrass outlined the options for the Village Hall redevelopment, stating that a redevelopment of Option 1 is the preferred choice at this time. There will be a Project review on 1/2/23 followed by a liaison group meeting. Then the Village Hall Annual General Meeting will be held to share the proposals with the wider community.	
6b	<b>Grounds Maintenance</b> It was agreed that the Grounds Maintenance Contract needs updating to include Little Martins. It was agreed that the Clerk would obtain a quote from Scofell for the 2023/24 Grounds Maintenance.	
6c	<b>King's Coronation</b> The matter was discussed to see if the Council wish to support an event to celebrate the King's coronation in May. Cllr Debney suggested the outdoor Cinema could be part of the celebrations. At this time there have been no official information from Buckingham Palace as to how the event should be marked. Councillors discussed various options and it was agreed that Cllr Robson would post on facebook to get the opinion of the wider community.	
6d	<b>EV Chargers</b> The Clerk shared an email received regarding EV chargers. It was agreed that this is an area that should be further investigated. It was agreed that the Clerk should try to obtain further information.	
7.	<b>Matters for report and inclusion on February Agenda</b>  Purchase of loud hailer Boundary Oaks Update of Neighbourhood Plan	

It was agreed that the next meeting of the Council would take place on Tuesday 21st February 2023 at 7.30pm. There being no further business the meeting was declared closed at 8.35pm