

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL
Minutes of the Parish Council meeting duly convened on 18th April 2023 at 7.30pm In the Church Room

Present: Cllrs S. Robson (Chair), J. Davys, S. Jackson, C. Collett, J. Debney, J. Harding, R. Nielsen, A-M Simpson (District Councillor) (Partial attendance)

In attendance: G. McEvoy (Clerk), D. Fisher, S. Hill, G. Silcott, M Lee

1.	Apologies for Absence Apologies received from Cllrs H. Baines, G. Gilgrass and P. Sudbury (County)														
2.	Minutes of the meeting held on 21st March 2023 The minutes of the meeting held on 21 st March 2023 were approved and were signed by Cllr Robson														
3.	Declarations of Disclosable Pecuniary/Personal Interest Cllr Debney declared a personal interest in the Village Hall/Car Park, Cllr Collett declared an interest in the Car Park on behalf of the Community Shop.														
4.	Public Participation There was no public participation but Cllr Robson introduced Mr D. Fisher as he will be joining the Parish Council in May.														
5a	County Councillor's Report Cllr Sudbury was not in attendance but had sent a brief update regarding matters discussed at the previous meeting to the Cllrs via email. It was agreed that Cllr Debney would contact Dr Sudbury regarding the brightness of the lights along Calvin-Thomas Way.														
5b	District Councillor's Report Cllr Simpson reported that an email had been sent to residents/council in respect of "Applecroft" regarding windows.														
5c	Clerks Report – <ul style="list-style-type: none"> ➤ There had been 2 x S137 requests received this month. One from the Brightfest Committee and another from the Brightwell Football Club (circulated prior to meeting). Cllr Collett proposed to grant £360 to the football club and the proposal was seconded by Cllr Robson. Cllr Collett proposed to "underwrite" a sum of up to £500 with regard to Brightfest (in the event of bad weather or other circumstance causing a fall in predicted profits). The proposal was seconded by Cllr Harding. The Clerk will notify both organisations of the outcome of their requests. <ul style="list-style-type: none"> ➤ The Clerk had circulated 2 policies for review/update prior to the meeting: Code of Conduct (BCSPC POL 2) It was agreed the policy did not require updating at this time and was adopted by the Council. Tender Policy (BCSPC POL 4) It was agreed the policy did not require updating at this time and was adopted by the Council.														
5d	Planning Report <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">P23/S0748/RM</td> <td>Site B</td> </tr> <tr> <td>P23/S1073/HH</td> <td>Redstones, 4 Bell Lane (2 storey extension)</td> </tr> </table> The planning sub-committee agreed that there were no issues with regard to the Redstones Planning application. Cllr Collett stated she would action the Council's response to planning.	P23/S0748/RM	Site B	P23/S1073/HH	Redstones, 4 Bell Lane (2 storey extension)										
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5e	Agree Payments for approval <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Payee and reason</th> <th style="width: 20%;">£ total</th> </tr> </thead> <tbody> <tr> <td>Arrow Fencing – Replacement swing</td> <td style="text-align: right;">£234.00</td> </tr> <tr> <td>Gabrielle McEvoy – Clerk's Salary</td> <td style="text-align: right;">£686.92</td> </tr> <tr> <td>St Agatha's Church (hire of church room)</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>SODC Oct-Mar servicing of dog bins</td> <td style="text-align: right;">£904.18</td> </tr> <tr> <td>Arrow Fencing – New car park fencing</td> <td style="text-align: right;">£7287.19</td> </tr> <tr> <td>Stewart Village Hall (PC Annual Booking)</td> <td style="text-align: right;">£720.00</td> </tr> </tbody> </table> All payments were agreed	Payee and reason	£ total	Arrow Fencing – Replacement swing	£234.00	Gabrielle McEvoy – Clerk's Salary	£686.92	St Agatha's Church (hire of church room)	£60.00	SODC Oct-Mar servicing of dog bins	£904.18	Arrow Fencing – New car park fencing	£7287.19	Stewart Village Hall (PC Annual Booking)	£720.00
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6a	Parish Council AGM A date of 23 rd May was agreed. To be held in the Village Hall (Cllr Robson to book room). Agenda Items: Role of the Parish Council, Garage Cars, Pavillion Refurbishment, Play Areas upkeep.
6b	Car Park Cllr Jackson to liaise with Cllr Gilgrass and create a legal agreement regarding liabilities with regard to the new car park.
6c	Training The Chair encouraged Councillors to look at training opportunities. The Clerk to circulate OALC training schedules/keep a register of courses attended.
6d	Garage Cars The matter was discussed and the meeting agreed that the parking of customer cars was an issue without a satisfactory resolution. It was agreed that this matter should be discussed with the wider community at the AGM on 23 rd May.
6e	Personal Computer/Email Security Following some 'Phishing Emails' received by the Clerk and the Chair (Reported to www.actionfraud.police.uk on 20/2/23 – Crime Ref. NFRC230205685071) Cllr Robson asked the Cllrs to be vigilant.
6f	Public Transport not discussed.
6g	Jubilee Pavillion Cllr Robson feedback from the recent meeting of the Jubilee Pavillion Committee. It was agreed that this item be added to the AGM agenda.
6h	Repairs/Cleaning of Playground Equipment It was agreed to defer this matter until Cllr Gilgrass is in attendance and to add it to the AGM agenda.
6i.	End of Year Accounts The Clerk had circulated the End of Year (2022/23) accounts prior to the meeting. Cllrs confirmed they had reviewed the financial position and approved the accounts.
6j	King's Coronation Cllr Robson proposed offering a souvenir of the Coronation to the children of the Village. Cllr Nielsen believed that this was not a PC responsibility. Cllr Davy agreed to raised the matter with the Community Association.
7.	Matters for report and inclusion on April Agenda CIL Money Neighbourhood Plan Repairs/Cleaning of Playground Equipment

It was agreed that the next meeting of the Council would take place on Tuesday 16th May 2023 at 7.30pm. There being no further business the meeting was declared closed at 9.00pm