

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

Present: Cllrs H. Baines (Chair), J. Davys, S. Jackson, J. Debney, R. Nielsen, J Harding,

In attendance: G. McEvoy (Clerk), M Lee, P Southwell, S Hill, G. Sillcott, F Way (Journalist from Hyde News & Pictures – representing Sunday Mirror)

	Apologies for Absence											
1.	Apologies received from Cllrs S Robson, D. Fisher, G. Gilgrass, B Manning											
2.	Minutes of the meeting held on 16th May 2023 The minutes of the meeting held on 27 th June 2023 were approved and were signed by Cllr Baines											
3.	Declarations of Disclosable Pecuniary/Personal Interest No personal interests were declared.											
4.	Public Participation There was no public participation											
5a	County Councillor's Report Cllr Sudbury not in attendance											
	District Councillor's Report											
5b	Cllr Manning/Simpson – not in attendance.											
5c	Clerks Report – The Complaints Policy and the Vexatious Complaints Policy had been circulated prior to the meeting. It was unanimously agreed to adopt both policies. The Clerk reported an approach from a company called 'Green World Recycling Ltd' who wished to site a clothing bank in the village. It was agreed that the village does not have a suitable site and, with Clothing banks in both Didcot and Wallingford, the community did not require this facility. Clerk to respond to this effect. Clerk informed the meeting that the Pads on the Village Hall Defibrillator were now out of date and would need replacing at a cost of £59.95 and that the battery on the Shillingford Defibrillator also needed replacing at a cost of £279.54. It was agreed to apply for a grant from Community Association with respect of the replacement battery. It was further agreed that the Clerk would remind Cllr Nielsen to check the Shillingford Defibrillator on a regular basis (monthly).											
5d	Planning Report <table><tr><td>P23/S2193/HH</td><td>Lucks All, Mackney Lane (Double Garage, Bike Store, Home Office)</td></tr><tr><td>P23/S0748/RM</td><td>Site B, Planning Amendment</td></tr><tr><td>P23/S2288/HH</td><td>Home Farm, High Road (Detached Annexe, Workshop,Gym)</td></tr></table> <p>Cllr Davys updated the meeting on planning issues. He had spoken to the neighbours regarding the Application for 'Lucks All' and there appeared to be no objections. Therefore the Parish Council response would be 'no objection'</p> <p>The Site B Application was routine and would not require a response from the Parish Council</p> <p>The Home Farm application required further enquiries (Cllr Davys to speak with C. Collett). Initial thoughts were that this was over-development and could set a precedent for properties along the High Road.</p> <p>A 'holding objection' had been registered with regard to The Manor for archaeological investigations.</p>		P23/S2193/HH	Lucks All, Mackney Lane (Double Garage, Bike Store, Home Office)	P23/S0748/RM	Site B, Planning Amendment	P23/S2288/HH	Home Farm, High Road (Detached Annexe, Workshop,Gym)				
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5e	Agree Payments for approval <table><tr><td>Payee and reason</td><td>£ total</td></tr><tr><td>Gabrielle McEvoy – Clerk's Salary (includes extra 4.5 hours AGAR Prep)</td><td>783.69</td></tr><tr><td>Brilliant Signs (Car ark Sign)</td><td>228.00</td></tr><tr><td>Scofell (Monthly ground maintenance)</td><td>1068.57</td></tr><tr><td>Arrow Fencing (Repairs to damaged post at the rec)</td><td>230.40</td></tr></table> <p>All payments were agreed</p>		Payee and reason	£ total	Gabrielle McEvoy – Clerk's Salary (includes extra 4.5 hours AGAR Prep)	783.69	Brilliant Signs (Car ark Sign)	228.00	Scofell (Monthly ground maintenance)	1068.57	Arrow Fencing (Repairs to damaged post at the rec)	230.40
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6a	<p>Examination of Quarterly Accounts</p> <p>The Accounts had been circulated prior to the meeting. Cllr Harding outlined the current spending position in which some areas of the forecast were less than anticipated (e.g. election costs, grass cutting) and some were more (e.g. Neighbourhood Plan, playground). She highlighted that due to VAT returns and other factors a grant repayment on the Heat Source Project may be necessary. The spend rate continues to be an area of concern as the current forecast indicates that, by the end of the 2025 financial year, all reserves would be exhausted. She stressed that, whilst we will meet current commitments with regard to Planning Advice, we will not be able to use the services of O'Neill Homer in the future.</p> <p>The issue of depositing money in a Savings Account was raised and, whilst the Clerk had explored high interest accounts they were not suitable for Parish Councils. To ensure immediate action/return on savings Cllr Nielsen proposed we deposit some monies into a Lloyds Savings Account and this was seconded by Cllr Harding.</p>
6b	<p>Infrastructure Claims</p> <p>An email had been circulated prior to the meeting and it was unanimously agreed that all CIL money due to the Parish would be claimed and held in our account. Clerk to respond to this effect.</p>
6c	<p>Succession Planning</p> <p>With Cllr Robson vacating the position of Chair on 31/12/23, and no successor identified, Cllr Davys proposed that the remaining 8 Councillor's commit to holding the position of Chair at 5 monthly intervals. It was agreed to defer this matter until September's meeting to give the Councillor's the opportunity to consider this proposal or identify an alternative. A description of the Chair's Roles and Responsibilities will be compiled by Cllrs Robson and Baines and circulated before the next meeting.</p>
6d	<p>Bus Shelter</p> <p>Following some recent complaints regarding the poor state of the Perspex bus shelter on the High Road it was suggested that a wooden replacement be sought. Alternately it was suggested that a repair/refurbishment be undertaken. It was confirmed CIL monies could be used and it was agreed to defer this matter until September when further inspection of the existing shelter is carried out.</p>
6e	<p>Speed Limit at Little Martins</p> <p>It was agreed that the speed limit within Little Martins would coincide with the rest of the village i.e. 20 mph. It was pointed out that the 'Mapping Apps' are showing the area as 30 mph. Cllr Baines agreed to investigate the source of the Mapping Apps in an effort to have this amended.</p>
6f	<p>Neighbourhood Plan</p> <p>The review of the plan should be completed within the month. Cllr Debney hoped, for financial reasons, that the examiner will carry out a desktop examination and it will not be necessary to go to 'Examination in Public'. He felt that the Plan contained sufficient information comply with the examiner's requirement.</p>
6g	<p>Sarcen Stones</p> <p>Cllr Debney informed the meeting that the wording would be distributed before the September meeting for discussion at that time.</p>
6h	<p>Hedges Around Brightwell</p> <p>Cllr Baines expressed her concerns regarding hedges encroaching on pavements making it difficult to pass by on the pavement, especially wheelchair users or those with prams. Cllr Davys said he had placed an article in 'The Villager'. It was agreed that the Clerk would establish OCC's policy with regard to obstructive hedgerows. It was suggested we hold a "Householder hedge cutting day".</p>

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7.	Matters for report and inclusion on September's Agenda Succession Planning Household Hedge Cutting Day Site B – Street Lightning – Report from P Sudbury/J Debney meeting Neighbourhood Plan Sarcen Stones Pavillion Bus Shelter
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It was agreed that the next meeting of the Council would take place on Tuesday 19th September 2023 at 7.30pm. There being no further business the meeting was declared closed at approximately 8.25 pm