

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL
Minutes of the Parish Council meeting duly convened on 21st November 2023 at 7.30pm In the
Church Room

Present: Cllrs S. Robson (Chair), H. Baines, J. Davys, D. Fisher, J. Debney, R. Nielsen, G. Gilgrass, J. Harding

In attendance: G. McEvoy (Clerk), Cllrs. B Manning (part) and P. Sudbury (part), P Southwell, M. Lee, S. Hill; E. Bott, A. Robbins, V. Campbell-Londrum; C. Hollebone

1.	Apologies for Absence Apologies received from Cllrs Jackson & Simpson
2.	Minutes of the meeting held on 17th October 2023 The minutes of the meeting held on 17 th October 2023 were approved and were signed by Cllr Robson
3.	Declarations of Disclosable Pecuniary/Personal Interest Cllr Debney declared a personal interest in matters regarding the Village Hall, 1 Sotwell Manor and Sunnyside Cllr Gilgrass declared a personal interest in matters regarding 1 Sotwell Manor and Sunnyside
4.	Public Participation <ol style="list-style-type: none"> 1. Mr Southwell requested information regarding the proposed information signage for the Sarcen Stones. Cllr Debney reported that he had composed a draft layout and printing enquiries were ongoing. Cllr Debney to forward his draft to Mr Southwell. 2. Mr Hollebone requested the Parish Council's support to reduce the speed on Sires Hill to 20 mph and discussed concerns regarding the proposed 40 mph reduction on the A4130. Cllr Nielsen advised that should a 20 mph reduction be approved then the current National Speed Limit road leading to the 20 mph zone would automatically need to be reduced to 40 mph as is the case in Shillingford. Cllr Baines asked if the majority of Sires Hill residents were in favour of the reduction and this seemed to be the case.
5a	County Councillor's Report Cllr Sudbury reported that he had spoken to a representative from Highcroft who raised no objection to the by-pass lights being switched off at 8 pm until 6 am.
5b	District Councillor's Report Cllr Manning reported that the next round of consultations for the Joint Local Plan were now active. He highlighted the Food and Warmth Grant Scheme currently available and a Resident Support Scheme (information to follow) which may offer insulation grants up to £39,000
5c	Clerks Report – <ul style="list-style-type: none"> • The Clerk notified the meeting that a S137 had been received from the Citizen's Advice Bureau. They had requested a contribution of £550. After some discussion it was agreed that the Parish Council would offer a sum of £400. • The Clerk stated that a quotation for 2024's grass cutting had been received from Scofell but the recently received proposal from the Cricket Club would alter the current contract. It was decided that, as the Cricket Club's proposal did not include strimming around the gym/play equipment areas the Clerk should seek a quotation from Scofell for these works to be carried out 12 times per year. • The Clerk reported back on her correspondence with OCC regarding the issues raised at the last meeting in respect of the S101 agreement. OCC have confirmed; "The payment policy is not linked to inflation, and will remain the same for 2023/24". Also the request for extra payments for the OCC land at Little Martins has exposed the fact that Little Martins has not been adopted by OCC and maintenance remains the responsibility of the developer, Kingerlee. Cllr Debney reported he had been in touch with Kingerlee who has agreed to pay £500 towards the Parish Council's cost for 2023. The Clerk has reported that Scofell had quoted for cutting the swale at a cost of £750 – it was agreed that the Clerk should correspond with Kingerlee to request this sum

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	<p>for 2024. The Council were unhappy with OCC's refusal to allow for inflationary factors and have asked the Clerk to arrange a meeting with OCC to discuss the matter further.</p> <ul style="list-style-type: none"> The Clerk notified the meeting that she had moved some monies into an interest paying account which is currently accruing approximately £50 per month. 																						
5d	<p>Planning Report</p> <table border="1"> <tr> <td>P23/S3595/S73</td> <td>Sunnyside, Mackney Lane (Variation)</td> <td>OFFICER DETERMINATION</td> </tr> <tr> <td>P23/s3612/HH</td> <td>1 Sotwell Manor, Bakers Lane (extn)</td> <td></td> </tr> <tr> <td>P23/S3740/HH & P23/S3741/LB</td> <td>Brightwell Manor (Fitting of gates/rebuilding extension)</td> <td></td> </tr> <tr> <td>P23/S3762/LB</td> <td>Beech Cottage, Bakers Lane (New Windows)</td> <td></td> </tr> <tr> <td>P23/S3759/DIS</td> <td>The Orchard, High Road (Variations)</td> <td></td> </tr> </table>	P23/S3595/S73	Sunnyside, Mackney Lane (Variation)	OFFICER DETERMINATION	P23/s3612/HH	1 Sotwell Manor, Bakers Lane (extn)		P23/S3740/HH & P23/S3741/LB	Brightwell Manor (Fitting of gates/rebuilding extension)		P23/S3762/LB	Beech Cottage, Bakers Lane (New Windows)		P23/S3759/DIS	The Orchard, High Road (Variations)								
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	<p>Cllr Davys updated the meeting on planning issues. Cllr Baines wanted to know the type of gates being proposed for Brightwell Manor and expressed concerns that they should not have lighting and should CCTV be fitted it should not be pointing towards the highway.</p>																						
5e	<p>Agree Payments for approval</p> <table border="1"> <thead> <tr> <th>Payee and reason</th> <th>£ total</th> </tr> </thead> <tbody> <tr> <td>Gabrielle McEvoy – Clerk's Salary</td> <td>721.27</td> </tr> <tr> <td>St Agatha' Church (Room Hire x 6)</td> <td>120.00</td> </tr> <tr> <td>SODC (Dog bins)</td> <td>951.73</td> </tr> <tr> <td>Printinco (Children's speeding posters)</td> <td>18.00</td> </tr> <tr> <td>Scofell (Monthly ground maintenance)</td> <td>1282.28</td> </tr> <tr> <td>Sports Courts (Payment to be held as item not yet received)</td> <td>30.00</td> </tr> <tr> <td>Forget-me-Not (verge cutting)</td> <td>725.00</td> </tr> <tr> <td>OALC (Training – planning)</td> <td>66.00</td> </tr> <tr> <td>RBL Poppy Appeal (Remembrance Day Wreaths) Clerk reimbursed</td> <td>127.50</td> </tr> <tr> <td>Pitchcare (Chemicals for cleaning play surface)</td> <td>48.84</td> </tr> </tbody> </table> <p>All payments were agreed with exception of Sports Courts.</p>	Payee and reason	£ total	Gabrielle McEvoy – Clerk's Salary	721.27	St Agatha' Church (Room Hire x 6)	120.00	SODC (Dog bins)	951.73	Printinco (Children's speeding posters)	18.00	Scofell (Monthly ground maintenance)	1282.28	Sports Courts (Payment to be held as item not yet received)	30.00	Forget-me-Not (verge cutting)	725.00	OALC (Training – planning)	66.00	RBL Poppy Appeal (Remembrance Day Wreaths) Clerk reimbursed	127.50	Pitchcare (Chemicals for cleaning play surface)	48.84
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6	<p>Sires Hill, Reduction to Speed Limit</p> <p>Following the approach from Sires Hill residents Cllr Fisher proposed the Parish Council support a speed reduction to 20 mph on Sires Hill and this was seconded by Cllr Baines. The proposal was unanimously adopted.</p>																						
7	<p>Budget</p> <p>Cllr Harding discussed the budget for 2024/25 as drawn up by herself and the Clerk. She explained the budget was based on the expenditure of the current financial year with an 8% inflation uplift. Cllr Gilgrass and Cllr Debney asked for some minor amendments and Cllr Robson proposed the adoption of the budget which Cllr Baines seconded. The 2024/25 budget was unanimously adopted.</p>																						
8.	<p>Village Hall Update</p> <p>Cllr Gilgrass reported that Planning Permission had now been submitted and that he was putting together a funding group.</p>																						
9.	<p>Millennium Wood Bin/Environmental Group</p> <p>Cllr Baines raised the issue as the bin was often over full and seemed to encourage fly-tipping. Although it was noted that the bin was emptied on a regular basis. It was stated that the bin had been sited there in an attempt to stop rubbish being left in the layby. The Clerk stated that there were discussions around</p>																						

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10	<p>the Millennium Wood and improving the entrance. It was agreed that a notice requesting layby/wood users to “Take Your Rubbish Home” would be displayed in the area.</p> <p>School Building Project</p> <p>Cllr Debney agreed to be the Parish Council representative with respect to the 2 new Eco Classrooms to be sited at Brightwell School. It was suggested that Cllr Debney arrange for the project leaders to present their plans to the Parish Council.</p>
11	<p>Little Martins Land Management Plan</p> <p>The Plan has been circulated prior to the meeting. Cllr Debney addressed the queries raised in the Plan and Mr Southwell stated he would update the document. Cllr Debney informed that meeting that following discussions with the Orchard Group it was agreed that they would prune the trees but would not manage them. Local contractors, Forget-me-Not, had agreed to spread donkey manure, which Cllr Debney would source, stake the trees and put woodchips around the base.</p>
12	<p>Emergency Plan</p> <p>The meeting discussed whether it was necessary for the village to have an Emergency Plan. After some discussion it was felt that sufficient resources were in place and an Emergency Plan document was not required.</p>
13.	<p>IT Support</p> <p>Following some recent issues with emails and a clear indication from CreativeHaus that they could not offer IT support it was agreed that a Facebook request should be posted to possibly source a local resident able to give ad-hoc IT advice.</p>
14.	<p>Nuisance Cars</p> <p>Following on from the last meeting the Clerk had discovered a 2005 Act (Nuisance Parking and Clean Neighbourhoods and Environment Act 2005) which may be used to discourage the ongoing issues of the garage cars. With the support of Cllr Simpson contact had been made with the Environmental Health Officer to see if the Act could be applied in this case. Cllr Nielsen requested the Clerk send him further details.</p>
15.	<p>Pavillion Meeting Feedback</p> <p>Cllr Baines reported that 2 architects had been approached regarding the refurbishment/rebuild of the Pavillion and both had responded and expressed their interest. Preliminary meetings would be arranged to discuss the project.</p> <p>Cllr Nielsen agreed to take on the role of Chair of the Pavillion sub-committee whilst Cllr Baines was Chairing the Parish Council.</p>
16.	<p>Bench</p> <p>Following on from Cllr Debney’s meeting with the family wishing to plant a tree in memory of their parents, he reported that this in fact was the Hammond family whose connection with the village goes back many generations. Mr Hammond would very much prefer a bench placed on the Recreation Ground in memory of his parents. The matter was discussed some Councillor’s felt a bench at the Rec would set an unsustainable precedent. It was agreed that the family could plant a tree on the Rec (as previously minuted) or could replace the missing bench at Kings Meadow or place a bench in the Millennium Wood. Cllr Debney to relay this to the family.</p>
17.	<p>Matters for reporting and items for inclusion on December’s Agenda</p> <p>Village Hall Update</p>

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	Precept Cut Your Hedge Day Neighbourhood Plan Meeting (30/1/24)
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It was agreed that the next meeting of the Council would take place on Tuesday 19th December 2023 at 7.30pm. There being no further business the meeting was declared closed at approximately 9.30pm