

**BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL**

**Minutes of the Parish Council meeting duly convened on 19<sup>th</sup> March 2024 at 7.30pm In the Church Room**

**Present:** Cllrs H Baines (Chair), S. Robson, D. Fisher, G. Gilgrass, R. Neilsen; S. Jackson; J. Debney, J. Harding; P. Sudbury (OCC); A-M Simpson (SODC)

**In attendance:** G. McEvoy (Clerk), S. Hill

1.	<b>Apologies for Absence</b> Apologies received from Cllr Davys and SODC Cllr Manning
2.	<b>Minutes of the meeting held on 20<sup>th</sup> February 2024</b> The minutes of the meeting held on 20 <sup>th</sup> February 2024 were approved and were signed by Cllr Baines
3.	<b>Declarations of Disclosable Pecuniary/Personal Interest</b> Cllr Baines reference S137 request from St. Agatha's
4.	<b>Public Participation</b> No public participation
5a	<b>County Councillor's Report</b> <ul style="list-style-type: none"><li>• Cllr Sudbury discussed switching off the lights on the by-pass outside peak hours. Discussions with Site B indicate they have no objection to this and it is in line with County Policy. No indication at this stage as to how long it will take for this to come into effect.</li><li>• Flooding in the village, specifically Church Lane. It was discussed that a small gulley may be the most effective way of preventing flooding. Cllr Debney to approach Alan Jenkins in the first instance to discuss feasibility of this suggestion.</li><li>• <b>Adaption to Climate Change.</b> Cllr Sudbury said that this was most effective at local level and the Council should consider flooding, both ground water and flash flooding, extreme heat and wild fires. It was suggested that the Council should produce a Risk Assessment/Risk Management with regard to Climate Change. Cllr Sudbury stated the County Council were in the process of producing their own risk assessments which BcS could use as an exemplar when available.</li></ul>
5b	<b>District Councillor's Report</b> <p>Cllr Simpson discussed her written report (distributed after the meeting) and highlighted the Playing Pitches and Leisure Survey. Cllr Debney to respond on behalf of the Council. Cllr Baines to post consultation information on village facebook page.</p> <p>Cllr Debney raised his concerns regarding reclassification to Tier 3. Cllr Simpson said there had been a high quantity of responses from BcS which were being considered by the Officers and a report, taking all the comments into consideration would be produced. She assured the meeting there were no plans to impose housing developments on to BcS and that during consultation process it is good to refer to all draft polices and not one in isolation.</p>
5c	<b>Clerks Report –</b> <ul style="list-style-type: none"><li>• Clerk reported that Cllr Robson has managed to address some of the more urgent IT issues and thanked her.</li><li>• Clerk confirmed that the Stewart Village Hall has been booked for 7<sup>th</sup> May for the AGM.</li><li>• Prior to the meeting the Clerk had distributed a 'Grants Policy'. It was unanimously agreed that this policy should be adopted.</li><li>• The Clerk reported that, she had contacted OCC regarding concerns over lack of tree maintenance (as per February minutes). OCC have agreed to carry out a tree survey on 25<sup>th</sup> March. Cllr Debney undertook to meet with surveyors and accompany them on the survey. Clerk to notify Edward Whorwood to liaise with Cllr Debney.</li><li>• The Clerk advised the meeting of annual leave on 23rd and 24<sup>th</sup> April.</li><li>• Prior to the meeting the Clerk had distributed an S137 request from St Agatha's Church for funding for necessary tree works. It was unanimously agreed that a donation of £500 would be</li></ul>

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offered on the condition that 3 quotations have been received. Clerk to write to BcS PCC to this effect.

- Clerk updated the Councillors about an error made in claiming VAT. HMRC have been advised of our error, in writing, and a request to repay the overpayment has been sent.
- It was agreed that the Clerk should draw up a Reserves Policy and distribute this for consideration before the April meeting.

At this stage the Councillors took the opportunity to thank Stuart Hill and his community for all their help with maintenance issues around the village but specifically for the refurbishment of the bus stop.

5d **Planning Report**

There were no new planning applications for consideration this month

5e **Agree Payments for approval**

Payee and reason	£ total
Gabrielle McEvoy – Clerk’s Salary	721.27
Stewart Village Hall (Room Hire for NP meeting)	44.00
Reimburse Cllr Gilgrass for materials bought from LSW (basketball board)	9.43
Reimburse Cllr Gilgrass for materials bought from LSW (basketball board)	35.99

All payments were agreed.

6 **Charging Points**

Following a request from a resident the need for EV Charging Points on or across the Highway was discussed. Cllr Sudbury stated that he would request those responsible for EV Charging within the county to visit the village and advise how we can best meet the needs EV car owners. Cllr Debney to contact R. Todd to invite him to participate in any discussions.

7. **Slade End Speeding**

In response to an email from a resident in Slade End (circulated prior to the meeting) regarding cars speeding in and out of the village and the concerns of Slade End residents the Clerk had been made aware of a Community Speedwatch initiative run by Thames Valley Police. It was agreed that the residents at Slade End should be notified of this initiative. Also the issue of speeding cars and the Speedwatch initiative should be an item for the next issue of The Village (Cllr Davys).

8. **Speed Measuring Signs**

Cllr Robson has liaised with children from the school to create signage to be erected at Slade End and the Donkey Sanctuary entrance to the village. With the assistance of Chris Baines the children’s designs are being developed into signage – the Councillors agreed this was a worthwhile initiative.

9. **Pavillion Project**

Cllr Neilsen reported that following a visit by Michael Simpson on 6<sup>th</sup> March to carry out a formal survey of the Pavillion, the architect was now in the process of producing indicative drawing for consideration by the Council and the wider community. It was estimated that these concept design would take approximately 6 weeks to complete. Tony Windsor had been compiling a list of possible grant bodies but until planning permission is received grant bodies cannot be approached.

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10	<b>School Eco-Classroom Project</b> Cllr Debney reported that this project was still very much in the early days. The school, with the support of the Merchant Taylor Trust, would be a one form entry with 6 classrooms and 6 teachers. There would be remodelling of the existing building to accommodate this. The Eco-classroom group were looking for architects at this stage.
11.	<b>Wallingford Neighbourhood Plan</b> Cllr Debney will respond on behalf of the Parish Council
12.	<b>Matters for reporting and items for inclusion on April's Agenda</b> Tree Survey Report End of Year Finance Review Preparation for AGM

It was agreed that the next meeting of the Council would take place on Tuesday 16<sup>th</sup> April 2024 at 7.30pm. There being no further business the meeting was declared closed at approximately 8.40pm