



## Brightwell-cum-Sotwell Parish Council Agenda – Tuesday 15<sup>th</sup> July 2025

To all members of the Council, you are hereby summonsed to attend the Parish Council Meeting of Brightwell cum Sotwell Parish Council at The Church Room, Brightwell-cum-Sotwell on

**Tuesday 15<sup>th</sup> July at 7.30pm** for the purpose of transacting the following business.

1. To receive apologies for absence
2. To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on 17<sup>th</sup> June 2025
3. Declaration of Interests
4. Public Participation Session
5. Reports
  - a) County Councillor's Report
  - b) District Councillors' Report
  - c) Clerk's Report to include Matters Arising from previous minutes

### d) Planning Report

| P25/S1520/LDP | Tree Haven, Sotwell Street – Certificate of Lawfulness | Under assessment                   | Response due | Comments |
|---------------|--|------------------------------------|--------------|----------|
| P25/S1089/HH  | Acorn House, Sotwell Street – Refurb existing dwelling |                                    |              |          |
| P25/S1523/AG  | Bessie's Field   | Application for Agricultural track |              |          |
| P25/S1287/HH  | Church House, Sotwell Street – Alterations & Extension |                                    |              |          |
| P25/S1835/HH  | Brightwell Manor, Gate Entrance & External Alterations |                                    | 23/7/25      |          |

### Agree June Payments for approval

| Payee and Reason                      | £ GROSS  | £ total  |
|---------------------------------------|----------|----------|
| Payroll/Pension                       | £831.26  | £831.26  |
| Scofell (Monthly Grounds Maintenance) | £1175.65 | £1175.65 |
| AVA Recreation Ltd (Zipwire)          | £540.00  | £ 540.00 |
| Drain Technology (S Colam Grant)      | £ 858.00 | £ 858.00 |

### Payments made between meetings and approved:

|                                  |         |
|----------------------------------|---------|
| Defib Warehouse (Pads Pavillion) | £77.94  |
| Gov.Uk (Asset Register Fee)      | £14.00  |
| Tesco (Paper Stationery)         | £ 4.90  |
| Tesco Mobile (Top Up)            | £ 10.00 |

6. BsC Village History Group – Cob Wall – request for help with funding
7. Pavillion – Update
8. Wellsprings Tree – Update Cllr S Robson
9. Steve Colam – request for 2<sup>nd</sup> payment from grant for drainage
10. Asset Register – update – Cllr S Jackson
11. Village Hall Update – Phil Jones/Richard Todd
12. Review of Accounts Cllr. J Harding

13. Review Clerk's Hours/salary
14. Succession Planning
15. Pennygreen Lane – Follow-up re retrospective planning application
16. Scribe Accounts

The next meeting of Brightwell-cum-Sotwell Parish Council is on Tuesday 16<sup>th</sup> September 2025, **Church Room**, Mrs Jeanette Gray, Parish Clerk – 01491 826968 – [bcsparishcouncil@googlemail.com](mailto:bcsparishcouncil@googlemail.com)  
Parish Council Office, The Village Hall, West End, Brightwell cum Sotwell OX10 0RY

*JA Gray*