



Brightwell-cum-Sotwell Parish Council Agenda – Tuesday 16th September 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 16th September 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 15th July 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/S2064/HH	Strathdene, West End, BCS –	S/Storey detached garage	Response due 20/8	Comments No Comments
P25/S2207/PDH	6 Church Lane, BCS	S/Storey Extension		
P25/S1175/FUL	Jubilee Pavillion	Extensions/Alterations Amendment 12/8	19/8	No Comments
P25/S2425/DIS	The Rodings, High Road, BCS			
P25/S2322/HH	Langton House, Bell Lane, BCS	S Storey Extension and double side ext	5/9/25	No Objections but Comments made (DF)
P25/S2607/LDE	Shillingford Bridge Hotel	Certificate of Lawful Development		
P25/S1835/HH	Brightwell Manor	New Gated Entrance		
P25/S2161/HH	Hillside, High Road BCS	New Driveway-dropped kerb	22/9/25	

Agree September Payments for approval

Payee and Reason	£ GROSS	£ total
Clerk's Salary	£1083.22	£1083.22
Scofell	£1175.65	£1175.65
Starboard Systems (Scribe)	£44.40	£ 44.40

Payments made between meetings and approved: August (No meeting)

Clerk's Salary	£966.65
Ben Lawrence (Grass)	£500.00
Arrow Fencing	£924.00
Scofell	£1175.00
MKA Ecology (RN Invoice)	£909.60
MKA Ecology (RN Invoice)	£840.00
Starboard systems (scribe)	£44.40 monthly payment
Starboard systems (scribe)	£358.80 initial costs

Starboard systems (scribe)	£178.00 set up costs
Nest (Pension)	£26.01
HMRC (1/4 payment)	£254.07
RoSPA	£283.20
RBL (Poppy Wreath Order)	£139.75

- 6) Pavillion Update (RN) / Pavillion Bookings (SR)
- 7) Village Hall update
- 8) Pennygreen Lane
- 9) Policy Reviews
- 10) Wellsprings Tree (SR)
- 11) Succession Planning (JD)
- 12) Swan Wood (CH)
- 13) Playground Maintenance (GG) – Quotes
- 14) Insurance Renewal
- 15) Cars around Memorial and street (SR)
- 16) External Auditors Report - Finalise
- 17) Matters for reporting and items for inclusion on October's Agenda

The next meeting of Brightwell-cum-Sotwell Parish Council is on Tuesday 16th September 2025, **Church Room**, Mrs Jeanette Gray, Parish Clerk – 01491 826968 – bcsparishcouncil@gmail.com
 Parish Council Office, The Village Hall, West End, Brightwell cum Sotwell OX10 0RY

J.A Gray