

**BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL**

**Minutes of the Parish Council meeting duly convened and held on 17<sup>th</sup> July**

**2018 at 7.30pm in the Church Room, Brightwell-cum-Sotwell**

**Present:** Cllrs S. Robson (Chair), H. Baines, S. Jackson, G. Gilgrass, C. Collett, D. Fox, R. Nielsen and J. Debney.

**In attendance:** L. Dalby (Clerk), County Cllr L Atkins, District Cllr J. Murphy and four members of the public.

1.	<b>Apologies for Absence</b> Apologies were received from Cllr A. McGivan.											
2.	<b>Minutes of the meeting held on 19<sup>th</sup> June 2018</b> The minutes of the meeting held on 19 <sup>th</sup> June 2018 were agreed and signed by the Chairman.											
3.	<b>Declarations of Disclosable Pecuniary Interest.</b> There were none.											
4.	<b>Public Participation</b> Representatives of the Lime Walk Gospel Hall Trust invited the Planning Committee to an onsite meeting to discuss their concerns regarding the car park planning application. It was agreed to meet on 23 <sup>rd</sup> July.											
5.	<p><b>Reports</b></p> <p>a) County Councillor's Report Cllr Atkins reported that she has done everything she can regarding the Expressway. The County Council have voted to continue school transport for over 16s. There is to be an increase in the budget for highways maintenance.</p> <p>Council asked for more information regarding the Site B monthly forum proposal. Cllr Atkins felt there was nothing to lose by attending the forum but was not sure how much detail the developers would share. It was agreed to send Cllrs Collett and Gilgrass to the first meeting.</p> <p>b) District Councillors' Report Cllr Murphy reported that the Expressway announcement is due in the next few days. The Local Plan is nearly back on track and some sites will be discounted. Benson and Watlington Neighbourhood Plans are not able to be adopted as they do not comply with EU law. The developers have requested to remove more trees along the bypass SODC are resisting as much as possible. Council requested that Cllr Murphy call in Planning Application P18/S1435/HH to SODC Planning Committee.</p> <p>c) Clerk's Report The playground rota has been updated and is running well. The Clerk is meeting the SODC drainage engineer on Thursday to discuss the village waterways. Cllr Collett will also attend.</p> <p>d) Planning Report</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Ref</th> <th style="width: 55%;">Description</th> <th style="width: 15%;">PC Rec</th> <th style="width: 15%;">Decision</th> </tr> </thead> <tbody> <tr> <td>P18/S1535/HH</td> <td rowspan="2">Single storey rear extension and alterations to existing house. The Orchards, The Street</td> <td rowspan="2">NSV</td> <td rowspan="2"></td> </tr> <tr> <td>P18/S1536/LB</td> </tr> </tbody> </table>			Ref	Description	PC Rec	Decision	P18/S1535/HH	Single storey rear extension and alterations to existing house. The Orchards, The Street	NSV		P18/S1536/LB
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P18/S1879/HH P18/S1880/LB	Single storey rear extension. Minor internal and external alterations. Marjoram Cottage	NSV	
P18/S1720/HH P18/S1721/LB	Two storey oak framed extension to rear of house. Replacement of pool conservatory with oak framed building. The Barn, Brightwell Street	NSV	
P18/S1683/HH	Single storey extension to side. Small 2 storey extension along front elevation. Haddon Orchard, Sires Hill	NSV	Granted
P18/S1900/HH	Single storey extension. 62 Greenmere	NSV	
P18/S1941/FUL	Proposed creation of additional new hard-surfacing to increase on-site car parking provision, together with associated new bollard lighting, access trackways and landscaping. High Road Church & Gospel Hall High Road	Object	
P18/S1919/HH	Atrium to front aspect, 2 storey extension to rear. Synergy House, Sires Hill	NSV	
P18/S1995/FUL	Variation of conditions (as detailed in covering letter) of Planning Permission P16/S3133/FUL - to amend phasing and order of implementing the development. Earth Trust	NSV	
P18/S1435/HH	Single storey side extension, Conversion of existing roof space to habitable use including raising existing ridge height. Resiting front door to front elevation with canopy. Render to be applied to existing external walls. Strathdene West End	Object	

e) Agree July's Payments for approval

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerks salary and expenses	501.71		501.71
HMRC - PAYE	123.80		123.80
John O'Conner Grass Cutting	441.19	88.24	529.43

6. **Matters for Discussion/Decision**

a) To discuss P18/S1279/FUL amendment – The Byre, Mackney Lane

Cllr Fox reported that the parking plan is satisfactory it was therefor agreed to remove the objection to the proposal. The site boundary remains outstanding.

b) To discuss P18/S0050/FUL – The Rodings

Cllr Fox has discussed the 30mph speed limit with Mr Venners. It was agreed to remove the objection to the application with the inclusion of the extended 30mph limit.

c) To discuss the Jubilee Pavilion Management

The review of the constitution was discussed. It was agreed that running the recreation ground and pavilion as one entity made more sense. Committee meetings should be held quarterly and minuted by the Clerk.

Cllr Fox will redraft the constitution and circulate to the trustees for agreement.

Cllr Collett agreed to attend an online booking course being offered by CFO.

d) To approve the Risk Assessment

Cllr Nielsen agreed to review the risk assessment for approval at the September meeting.

e) To approve the Summary Neighbourhood Plan Document

The summary was approved.

f) To discuss the Open Space at Little Martins  
Cllr Debney is waiting for quotes.

g)  
The playground design for Kings Orchard has been finalised with a re-siting of the slide. Publicity now needs to be updated.

h) To discuss the temporary closure of Watermans Lane  
Watermans Lane will need to be closed for the period of construction at Little Martins during working hours. OCC Countryside will apply for the lane to be closed during the construction but the developer and Parish Council can agree for it to be open at weekends.

i) Report of the Shillingford Hill Residents Association AGM  
Cllr Robson reported that the Shillingford minibus continues to work very successfully. The association also asked for the Parish Councils support for obtaining a meeting room on the site. Speeding and the grass verges continue to cause problems.

j) Website Update  
The website is nearly ready for launch and will cost £480.

k) Site B monthly Forum proposal  
As per county councillors report.

7. **Matters for report and inclusion on September's Agenda**

- It was reported that the site meeting at Slade End went well and further research will be completed in the Autumn.
- Benches
- Trees overhanging lane from pub to school
- The Clerks summer working pattern was noted.
- Villager Report was discussed
- Playground opening

It was agreed that the next meeting of the Council would take place on Tuesday 18<sup>th</sup> September 2018 at 7.30pm. There being no further business the meeting was declared closed at 9.45pm.