

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 20th November

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

Present: Cllrs S. Robson (Chair), A. McGivan, S. Jackson, G. Gilgrass, C. Collett, D. Fox and J. Debney.

In attendance: L. Dalby (Clerk), County Cllr L. Atkins and one member of the public.

1.	Apologies for Absence Apologies were received from Cllr H. Baines and District Cllr J. Murphy.
2.	Minutes of the meeting held on 16th October 2018 The minutes of the meeting held on 16 th October 2018 were agreed and signed by the Chairman.
3.	Declarations of Disclosable Pecuniary Interest. There were none.
4.	Public Participation Mr Thorne gave a report on his plans for his land behind the Village Hall. He has met with residents to discuss upgrading the lane which will include a new surface, diverting a stream and widening the lane past Woodleys and a passing place. He hopes the application will be submitted to SODC in the next month. The extra car parking for the village will be part of the application. Cllr Fox suggested that Mr Thorne discuss the size of the proposed houses with the Conservation Officer before the plans are submitted.
5.	Reports a) County Councillor's Report Highways England have set up meetings for parish council representatives to discuss issues around the Expressway on 23rd and 29th November. I hope that Lucy has had details of these but let me know if not and I will chase them for you. It was noted that details had not been received of the meeting and Cllr Atkins offered to chase this up. The County Council recently voted to make improvements to arrangements for cycling across the county (not just in Oxford) a priority. This is still subject to securing the right funds for the right schemes, but it is an important acknowledgement of the need to promote travel other than by car. b) District Councillors' Report The District Councillor's report was noted. c) Clerk's Report The Clerk sadly reported the death of Annie Brown the Chair of the Shillingford Residents Association and organiser of the Shillingford Bus. The resident's association had also contacted the Clerk as the bus company have not been paid for some months due to the problems of changing the signatories on the bank account following the death of the previous chair earlier this year. The Clerk therefor having spoken to Cllr Robson arranged to pay the bus company directly and she will be meeting with the Residents Association to work out where they are with their finances. The internal auditor has written to say that he has decided to retire. The Clerk therefor requested to attend the OALC Audit/Internal Auditor training to be held in January in the hope that if enough Clerks complete the training it will be possible to swap councils to do the internal audits for each other as there are a lack of

internal auditors in the County. Culham have agreed to pay for one of the training sessions if Brightwell cum Sotwell would pay for the other. Council agreed the Clerk should complete the training.

d) Planning Report

Ref	Description	PC Rec	Decision
P18/S2943/HH	Extension to existing front dormer. Changes to N elevation fenestration. Orla Church Lane	NSV	Approved
P18/S2957/HH	Single storey infill between garage and house, small two storey front extension, two storey side bay and single storey rear bay. Haddon Orchard Sires Hill North Moreton	NSV	Approved
P18S3078/LB	Door and window alterations to existing cottage. Little Lane Cottage	NSV	Approved
P18/S3089/FUL	Demolition of two agricultural barns and building of two dwellings and ancillary access road and access off Mackney Lane. The Byre	Object	
P18/S2956/HH P18/S2984/LB	Variation of condition 2 approved plans P17/S1833. Mackney Lodge, Mackney Lane	NSV	

e) Agree November's Payments for approval and note payments made between meetings

Payments made between meetings

Payee and reason	£ detail	£ VAT	£ total
Thunderbird Transport Ltd – Shillingford Bus			1120.00
123 Registration – Website Registration			11.99
SODC – Dog Bins			52.38

Novembers Payments were approved.

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk's Salary and Expenses	497.45		497.45
HMRC – PAYE	123.80		123.80
Scofell Landscapes Ltd – tennis court moss removal	372.00	74.40	446.40
The Play Inspection Company – post installation inspection	295.00	59.00	354.00
Trevor Cooper – Grass Verges	625.00		625.00
Stewart Village Hall – Hire of Hall for show	444.00		444.00
Blanchfords – equipment for show	73.52	14.71	88.23

6. **Matters for Discussion/Decision**

a) Planning

P18/S3632/HH Refurbishment, external alterations and conversion of outbuilding to ancillary accommodation. The Croft Sotwell Street.

Council agreed No Strong Views subject to a condition that the accommodation not be allowed to become a separate dwelling.

P18/S3575/O The erection of up to 59 dwellings together with vehicular access from High Road, a local area for play, landscaping including an orchard, footpath links, sustainable drainage and other related infrastructure. Sotwell Manor Fruit Farm

Council agreed to object to the application Cllr Fox to complete the submission with advice from Mr Homer.

P18/S2617/FUL Ancillary highway works to include bank re-profiling and consequential tree/landscape removal along Calvin Thomas Way to deliver the access approved in planning permission P14/S2860/O (as amended by revised planting details 16 October 2018). Land to the West of Wallingford (Site B)
Cllr Fox reported that the application will go to Planning Committee tomorrow night and the planning Officer has agreed to include any verbal remarks from the Parish Council in her report. Cllr Fox considered that there are no substantial grounds for objecting to the amended plans as the number of trees being removed has been reduced and the undergrowth is to be replanted. Cllr Debney reported that it is important that the trees are maintained once planted.

b) Request for donations

Community Website

The application was discussed and it was agreed to donate £1000 at this stage and suggest that the web group obtain alternative quotes for the required work to confirm value for money.

Scouts

It was agreed to donate £500 towards new tents for the scouts.

c) Jubilee Pavilion – update

The members of the Jubilee Pavilion Committee have been invited to a meeting in January.

Concerns were raised about Cholsey United men's football team using the pitch particularly as the field was left in a mess after one of their games. The Clerk will write to the team and request a contribution to the grass cutting and to confirm who they are paying to use the field.

Ferrets are to be used to control the rabbits in the field.

d) Little Martins – update

Following discussions with Kingerlee Ltd concerning the open space (to be fully described in due course) on the development site at Little Martins, it was resolved to accept the transfer of the land on completion of the development and to undertake to make appropriate arrangements to:

1. Manage & maintain the land, trees, fences, gates, paths etc (including Waterman's Lane) in accordance with the approved plan,
2. Allow access for others to maintain SUDS,
3. Allow public access to and use of open space and control the use, and
4. Lay out informal footpaths (once 'desire lines' are established).

Proposed Cllr Fox **Seconded** Cllr Collett **Carried** Unanimously

e) Recreation Ground refurbishment including bollards

The bollards along the edge of the carpark/field have begun to rot which could leave the field open to being taken over by travellers if the car park gate is unlocked.

It was agreed that the car park gates should be kept locked until the bollards have been replaced. Once the bollards have been replaced the gates should be locked at the same time each evening with signs warning this will be done.

Cllr Gilgrass reported that there are some outstanding issues to be resolved with the new play equipment at Kings Meadow. Cllr Gilgrass is having some guards made for the picnic table legs.

A meeting is to be held to discuss the refurbishment of the recreation field play equipment.

f) Tennis Court Update

Cllr Gilgrass reported that he has received two quotes for resurfacing the tennis courts and is waiting for a third. The work will cost approximately £20,000 for the courts and £5,000 for the basketball area.

The Clerk will find out how much CIL money is due to the Council.

	<p>g) Budget 2019/20 Cllr Fox agreed to help the Clerk to prepare the first draft of the budget. A possible election needs to be included.</p>
7.	<p>Matters for report and inclusion on November's Agenda</p> <ul style="list-style-type: none"> - The May Parish Council elections need to be publicised. - The Brethren have already paid £5000 toward possible speed reduction on the A4130. The process for the reduction has begun however OCC will expect the Parish Council to cover any costs over £5000. - The Environment Group are about to start thinning the Millennium Wood. - A land matter was discussed and it was agreed proper advice will need to be sought.

It was agreed that the next meeting of the Council would take place on Tuesday 18th December 2018 at 7.30pm. There being no further business the meeting was declared closed at 9.50pm.