

## BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

### Minutes of the Parish Council meeting duly convened and held on 15<sup>th</sup> October 2019 at 7.30pm in the Church Room, Brightwell-cum-Sotwell

**Present:** Cllrs H. Baines (Chair), C. Collett, S. Jackson, J. Davys, G. Gilgrass J. Debney, B. Neilson, J. Harding

**In attendance:** K. Fanstone (Clerk)

|    |  |
|----|--|
| 1. | <p><b>Apologies for Absence</b></p> <p>Apologies were received from Cllrs. S. Robson, District Cllr A-M Simpson</p>  |
| 2. | <p><b>Minutes of the meeting held on 17<sup>th</sup> September 2019</b></p> <p>The minutes of the meeting held on 17<sup>th</sup> September 2019 were agreed and signed by the Chair.</p> <p>A second set were also signed to be sent to Stephen Moorhouse</p>   |
| 3. | <p><b>Declarations of Disclosable Pecuniary Interest.</b></p> <p>Graham Gilgrass declared a pecuniary interest as a Trustee of Village Hall Board.</p> <p>Graham updated the Council on the latest developments with the Village Hall renovation plans, and confirmed an Architect company had been identified to move onto the next step in the process. The Village hall are asking for half the fee of £8000 to be donated to enable the company to give a full analysis of the building and to provide a range of ideas from basic renovations to a full building overhaul. These options will then be presented to the village for a community decision on how to proceed.</p> <p>The Chair and Parish Councillors raised some concerns about spending this money so soon in the project and requested to see the results of the community survey that was completed a while ago, and also wanted to see the brief the architect company had been given.</p> <p>It was also agreed that some extensive fundraising will need to be done to cover the cost of the Village Hall project.</p> <p>Graham to report back at the next meeting the results from the village survey and the architects brief.</p> |
| 4. | <p><b>Public Participation</b></p> <p>There were no members of the public at the meeting.</p>  |
| 5. | <p><b>Reports</b></p> <p>a) County Councillor's Report<br/>We were updated with the local emerging plan and the controversy around it. It was agreed that Jason will contact Neil from planning and discuss the implication this will all have to Brightwell and any future planning issues.<br/>The Grant applications are now open and we were urged to apply.</p> <p>b) District Councillors' Report<br/>There was none.</p>  |

c) Clerk's Report

There was a discussion regarding the Kings Meadow park checks and all agreed to make more effort to get these done weekly. Katie will start a new rota and circulate it, and Graham has agreed to start the checks off again this weekend and will then pass it onto the next person, all completed checks are to be sent to the Clerk, Katie will action any work that is required.

The signs for Kings Meadow were discussed, these need to be sorted asap. The wording on the signs was agreed but more research needs to be done into the style of the signs so that they are in keeping with the design of the play equipment. Katie to look into this and report back at the next meeting or sooner.

There needs to be a budget allocated to pay for the legal fees for the transferring of the public land at Little Martins. Katie & Janet are due to meet next week to discuss Parish financial details and will include this.

It was agreed that the new Clerk could attend 2 training courses over the next 6 months, Level one of The Role of the Parish Clerk and Internal and External audits.

d) Planning Report

| Ref           | Description   | PC Rec                      | Decision |
|---------------|---|-----------------------------|----------|
| P19/S2032/FUL | Demolition & replacement of house and garage Orchard Hill House | Holding objection withdrawn |          |
| P19/S2498/FUL | Variation Condition 2 P18/S1995/FUL                             | No Objection                |          |
| P19/s2729/RM  | Reserved Matters site B   | NO Objection                |          |
| P19/s2948/FUL | Lifting Antenna lattice mast North Farm                         |                             |          |
| P19/S1648/FUL | 3 Bed House, Lawrence House, Slade End                          | Objection                   | Refused  |

e) Agree Octobers Payments for approval

| Payee and reason                       | £ detail | £ VAT | £ total |
|--|----------|-------|---------|
| L. Dalby – Clerk's Salary and Expenses | 37.98    |       | 37.98   |
| HMRC – PAYE                            | 9.60     |       | 9.60    |
| K. Fanstone – Clerks Salary            | 595.40   |       | 595.40  |
| Arrow Fencing – Mound work             | 618.00   |       | 618.00  |
| Moore – audit                          | 304.00   |       | 304.00  |
|  |          |       |         |

6. **Matters for Discussion/Decision**

a) Recreation Ground Update

The mound issue in Kings Meadow has now been rectified, Graham is happy with the completed work and is confident that we won't have this issue again. The checks were discussed as part of the Clerks report.

b) The work has now started on the Rec, the overgrown grass to the edge of the rec has been cleared and discussed adding this area into the grass cutting contract next summer, Katie to arrange this.

The equipment should start to arrive and be fitted next week and should be completed within 3 weeks.

c) Tennis Court Update

Graham updated the Parish Council on the latest quotes for the work to be done on the surface and the tennis courts. Graham and Helen will liaise with Tony and the Tennis club to update them on where we are with the proposed work.

The Council had received a letter of complaint regarding the tennis courts surface from a club member, Graham will respond. It was also discussed that more communication was needed with the Tennis Club members and Helen will work on ways to achieving this.

Janet requested a full break down of the cost of the proposed work and Graham will forward this on. The Parish Council also talked about a yearly fixed donation from the Tennis Club, to contribute towards further work as part of a 5 year plan.

d) James has been working on re registering the Red Lion as a Community Asset, the form is almost complete and just needs some additional business information before it can be sent off. James will liaise with Sue.

e) We are still waiting on the documents from David Coats regarding the transfer of the communal space at Little Martins, Katie will chase this and Liaise with Sarah about making the solicitors appointment.

f) Celia and Katie had both been to visit Mike at he Garage, the Parish Council were sympathetic to Mikes problems and that he is sometime left with cars for longer than he should be. It was decided that he could maybe use a sign to indicate which cars are his and he is working on. The Parish Council will then be able to deal with any cars that are not the garages responsibility. Katie to organise.

g) The Parish Council discussed the application from Eric Dore. Celia proposed the application, Janet second it, and all were in favour of accepting this application. Katie will contact Eric to tell him.

h) It was agreed that the Parish Council will pay for the remembrance parade wreaths this year, Celia will contact Katie about ordering them.

i) The annual audit is now complete and has been returned. The internal auditor has incorrectly dated the audit and this was not found until the External Audit, this needs to be documented and the internal Auditor made aware. Katie will ensure this is done.

**7. Matters for report and inclusion on Novembers Agenda**

- The Budget for next year needs to be decided and set, this will be discussed at the next meeting.
- An updated community asset check needs to be done, Katie and Graham to look at this and report back at the next meeting.
- Jason to arrange a group meeting with the Slade End planning group, this will be added to the next agenda.
- There is an ongoing problem with parked cars on Highroad and the disruption it is causing to the buses and residents. The residents have some solutions and these will be looked into by Helen and the Clerk.
- There have been quite a few complaints from the school and residents about a Bonfire occurring regularly. Celia will investigate and report back at the next meeting.
- There are still some issues with Bosley Orchard. Jason will look into this and it will be discussed at the next meeting.
- There have been a few complaints about the noise from private Pavilion bookings, this will be brought up at the Pavilion quarterly meeting next week.

It was agreed that the next meeting of the Council would take place on Tuesday 19<sup>th</sup> November 2019 at 7.30pm. There being no further business the meeting was declared closed at 9.25pm.

