

**Minutes of the Parish Council meeting duly convened and held on 19th November 2019 at 7.30pm
in the Church Room, Brightwell-cum-Sotwell**

Present: Cllrs S. Robson (Chair), C. Collett, S. Jackson, J. Davys, G. Gilgrass J. Debney, B. Neilson, J. Harding, District Cllr A-M Simpson

In attendance: K. Fanstone (Clerk)

1.	<p>Apologies for Absence</p> <p>Apologies were received from vice Cllrs H. Bains</p>
2.	<p>Minutes of the meeting held on 15th October 2019</p> <p>It was agreed that the minutes of the meeting held on 15th October 2019 will be signed by Helen on her return as Chair of the last meeting.</p>
3.	<p>Declarations of Disclosable Pecuniary Interest.</p> <p>There were no declarations of pecuniary interest.</p>
4.	<p>Public Participation</p> <p>Phil Jones and Robert Field attended the meeting to present to the Parish Council the updated situation with the Village Hall. It has been decided that the best way forward is to instruct an architect company to do a local survey & measured survey, after which a variety of options will be presented on how to maintain, update and refurbish the village hall. One of these schemes can then be chosen by the village and the Parish Council and the Village Hall Trustees will be in a position to apply for funding to complete the project.</p> <p>The Parish Council agreed that if possible they would like to support the project and the Trustees. There was a discussion regarding whether this initial work could be covered by an SODC capital grant. It was agreed that the Trustees will make a grant application to SODC and the Parish Council agreed to look into whether they are able to contribute the architect's fee.</p>
5.	<p>Reports</p> <p>a) County Councillor's Report Due to the upcoming General election the District Council is in a period of "purdah" and cannot be seen to be taking any action or making any statements, which could be interpreted as offering support to one candidate. Anne Marie informed the meeting of free car parking leading up to Christmas, capital grants, safe places, climate emergency advisory committee and a volunteer position available to help with Councillors expenses. Jason updated the group & Anne-Marie on the latest situation with Bosley Orchard and the correspondence that is ongoing with this. Anne-Marie agreed to talk to the planners regarding this issue in relation to the neighbourhood plan.</p> <p>b) District Councillors' Report There was none.</p> <p>c) Clerk's Report It was agreed that new Councillor emails will be organised for all the team, and moving forward these emails will be used for all Parish correspondence. Katie to organise.</p>

The signs for the 2 play areas were agreed and Katie and Graham will arrange for these to be ordered and fitted.

David Coats would like to meet with the Parish Councillors before he retires, the date agreed for this is 4th December 2019 at 7pm,

The Councillors agreed that a new laptop and back up programme can be purchased. Katie to look into this and get a costing.

d) Planning Report

Ref	Description	PC Rec	Decision
P19/S3345/PDH	Single storey extenuation with flat roof - permitted development application	18/11/19	NSV

e) Agree Octobers Payments for approval

Payee and reason	£ detail	£ VAT	£ total
K Fanstone – Clerks Salary & Expenses	595.40		595.40
Arrow Fencing – playground repair			16800
John O’Conner – Grass cutting			633.11
Creative House – website hosting			70.00
Wreaths			88.00
Training Course			118.80
Sports Courts – tennis and play area cleaning			1010.00

6. **Matters for Discussion/Decision**

a) Recreation Grounds Update

The work is now complete for the new equipment at Mackney lane, and is already being used despite the recent bad weather. The feedback has been great so far, and the play area was very busy at the weekend with queues for the table tennis table. It was suggested that a request from the village Facebook could be done for any spare or old table tennis equipment that could be left by the table, for everyone to use, Katie to arrange. The work on the swings will be complete by the end of the week. It was decided that due to the cold weather an official opening will be planned for the spring.

b) The work on cleaning the courts and the play surface area has now been done. The play area looks like new and whist the courts are now looking clean and moss free, it has drawn attention to the condition of the surface and how badly it has deteriorated. This means that the interim plans for the surface refurb are no longer viable and a new surface is now required. It was agreed that Tony Windsor Chair of the Tennis Club and the Parish Council will make a joint SODC grant to apply for funding to help with the cost of this work.

c) It was decided that the parish will meet for one meeting a year at the Shillingford meeting room, this will be the June meeting.

d) Jason updated the Parish on the latest meeting with the Slade End residence, the meeting had gone well but there is still some residence that they need to speak to. There are still lot of issues that need resolving regarding the plans, and Jason and Helen and going to feed this back to the developers.

- e) James has completed the application for the Red Lion Pub to become a community asset and this is now ready to send off. The Parish Council are all in agreement that the Red Lion Pub should be made into a community asset, and thanked James for his work on this.
- f) There has been a written complaint and other comments made regarding the parking around the memorial. Celia and Katie have both been to chat to the garage and asked him to label the cars that he is working on. As yet this doesn't seem to be happening. All agreed that more needs to be done to resolve the situation regarding the cars that are parked for long periods of time. Katie will go and visit the garage again and suggest that the cars could be parked long the road to Frog Island
- g) At the Pavilion meeting Tony Windsor put forward his plans for some building work to the pavilion to help access into the changing rooms for the sport players, he also informed the committee about a large crack that has appeared in the lobby and toilet. It was agreed that a structural engineer will need to look into the cause of this and requested that Tony look into the prices for this.
- h) There have been 2 donations request this month.
 Shillingford Hill Homes Park Residents – It was agreed that the Parish would donate £300 towards the ongoing running costs of the resident activity room.
 Brightwell Cum Sotwell Primary School – unfortunately the Parish is not able to donate to the school this time. As the school is under the County Council and the Education Authority the Parish is unable to use the fund for this particular cause.
- i) Janet and Katie have been working on the finances and budgets, they need to meet again to finalise everything. It was decided to set aside some time at the next meeting to discuss the budget for 20/21
- J) The Parish team decided on the new online payment's procedure. Katie will set up the payments and Janet or Sue will log on to authorise them.

7. Matters for report and inclusion on Novembers Agenda

- It was all agreed that everyone is in favour of the speed limit proposal on High Road, the Parish Council would like to request that the speed restriction is increased further along the road. Jason to liaise with Katie regarding responding to the consultation.
- There has been a really good start to the V.E celebrations next May, it was suggested that the change of the bank holiday day be advertised to the village, and Katie to book the village hall and all agreed that they are happy for Jason to continue to head up the plans.
- An advert has been placed locally for a village gardener, it was agreed that it was better to have a local person or company to do this work and not a contractor, Jason will continue to try and find a replacement.
- Celia Requested to have the Christmas tree in the square, and all agreed.

It was agreed that the next meeting of the Council would take place on Tuesday 17th December 2019 at 7.30pm. There being no further business the meeting was declared closed at 9.35pm.