

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 20th October 2020 at 7.30pm Via Zoom,

Present: Cllrs S.Robosn (Chair), G.Gilgrass, J.Davys, J.Debney, J.Harding, C. Collett, S.Jackson, Anne-Marie Simpson, P.Sudbury

In attendance: K. Fanstone (Clerk)

1	Apologies for Absence H.Baines, B.Nielson
2	Minutes of the meeting held on 15th September 2020 The minutes of the meeting held on 15 th September 2020 were approved and will be signed by Sue in the Parish Office when Social Distancing is over.
3	Declarations of Disclosable Pecuniary Interest There were no declarations of pecuniary interest.
4	Public Participation There were no members of the public present
5	Reports & District Councillor Report Anne Marie Simpson It was reported that the Local Plan was now in consultation and we expect the decision and final report by 20 th November. In the event of a local lockdown grants will be available for local business and people on low income that are self-isolating, more detail are available on the SODC website. There is also an electrical charging point survey on the website that people are encouraged to complete. The planning review has been extended and Anne Marie is keen to improve the planning process to reduce the backlog of applications being referred to appeal. Jason commented that if the Planning Officers were more willing to listen to the conditions and suggestions the Parish Council made regarding applications in the village it would result in less application being refused by the PC. Anne Marie said she would feedback the comments back to the Officers. Clerks Report Mr Debney from Church Lane has written to the Parish Council to request a sign to go up for delivery drivers to show where the houses on the Cul-De-Sac are, he is regularly being used a drop off point as drivers don't know where numbers 1-6 are. The Council agreed this would be ok as similar signs have gone up on other lanes in the village, Celia suggested she would talk to Nick, so see if the sign could be located at the end of his property. Katie to reply to send a reply to Mr Debney.

	<p>It was agreed to fit a bollard on the open Kings Meadow entrance and also that the Parish Office laptop would be updated to include Microsoft Outlook.</p> <p>It was agreed the Parish Council would open a pre paid visa card account, with increasingly more transactions online it is difficult to work without a card payment option. It was agreed the top up limit would be £200 and top up payments would be authorised by Sue and Janet in the same way other online banking payments are. Pre-paid card transaction are to be added to the monthly bank rec sheet.</p>
Planning Report	
Ref	Description
P20/S3654/A	Totem Pole Site B
P20/S3488/LDE	Ticklebelly Lodge
P20/S3513/Dis	Earth Trust
PC Rec	Decision
Reserved matters	Np objection
Reserved matters	No objection
Agree October Payments for approval	
Payee and reason	£ total
K. Fanstone – Clerk's Salary	£595.40
Zoom Charge	£14.39
Creative Haus – Web hosting	£70.00
Club Terf	£2208.00
123 domain - Parish email	£28.78
Annual Insurance	£2347.90
Tom Cottrell	£2700
British Legion – poppy wreaths	£102.00
6 Matters for Discussion/Decision	
<ul style="list-style-type: none"> a) The 6-month budget review was presented to the team by Janet, some budgets are underspent due to Covid, some adjustments were made for the next 6 months, but it was generally felt that the Council was doing ok financially this year. Jason is still awaiting on the decision to see if the neighbourhood plan needs to be reviewed, so this cost was kept in. b) The new financial regulation document was discussed, Graham and Janet have passed back their feedback and it was agreed that this was a good document to use as a starting point. There are some other procedures to be written up and put in place, e.g. payment procedures and the tender procedure, but was agreed one these were in place the new financial regulation will be adopted c) Councillor Pete Sudbury joined the meeting for the update and discussion regarding the by-pass lights. Jason and Helen had attended the meeting along with Pete and found it to be constructive, but disappointingly the outcome was that the lights will be staying. There was agreement that the lights will be dimmed at night, but there is some confusion regarding how dark this will be and the percentage of brightness that will be tuned off, Jason to follow up. It was also agreed at the meeting that shields will be fitted to the lights to try and protect Brightwell's dark skies, once fitted Pete will 	

facilitate a meeting in Mackney to look at which shields are working best. The final sign off for the work will be from SODC in the next few weeks and it was discussed how best to relay all the information to the village residents. Councillor Sudbury agreed that BCSPC had been misled through this whole process.

- d) Sue, Helen, Celia and Katie had attended a meeting with Site B, it was a bit dispiriting regarding the lack of environmental measures that could be included in the buildings. The PC reiterated the importance of this especially with the school. Concerns were raised about enough carparking and drop off spots for the school, and also swift boxes and hedgehog fence holes. The Site B team seemed friendly and open and we are keen to keep open the lines of communication. Pete said he was keen to attend the next meeting too.
- e) Jason and Pete had met in the village with the tree Officer, the meeting went well and he had managed to hold off the contractor that was due to start the tree felling. There is a meeting scheduled on 29th October with the contractor to hopefully plan a phased approach to the work.
- f) Sue informed everyone that it is Martin Dix's wishes that in his will he would like to leave the Parish Council a sum of money to help with the upkeep of the pond when he is no longer here to do it. The PC all agreed this was a very thoughtful gesture.
- g) There has been no spending from the CIL budget, it was agreed that the spending of this will be included in the next Parish annual meeting.

8 Matters for report and inclusion on April Agenda

Celia reported that the wreaths had been ordered for Remembrance Sunday and a small socially distant service will take place to lay the wreaths. Jason suggested sharing the VE day video and some previous village war story videos again.

Sarah reported that the car park conveyancing was ongoing, Frank has instructed his solicitor of his wishes for a simple approach for the land transfer and to proceed with that. The PC must be mindful of the ongoing cost involved in this process.

The garage had recruited a new member of staff and are working through the backlog, it was agreed some cars had moved but there were still too many around the war memorial. Some customers have been leaving parked cars in dangerous places and the garage is aware of this.

It was agreed that the next meeting of the Council would take place on Tuesday 17th November 2020 at 7.30pm. There being no further business the meeting was declared closed at 9.40 pm.