

BRIGHTWELL CUM SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 15th May 2012 at 7.30pm in the Village Hall.

Present: Cllrs D. Fox (Chair) J. Rodda, G. Gilgrass, H. Baines, L. Dixon, A. Wood, C.Strudwicke and C.Collett.

In attendance: Mrs L. Dalby (Clerk) and County Cllr L. Atkins.

1	Election of Chairman Cllr Gillgrass proposed Cllr Fox as Chairman, seconded by Cllr Collett Cllr Collett proposed Cllr Rodda as Vice Chairman, seconded by Cllr Dixon	
2	Apologies for Absence There were no apologies. Terry Burton has resigned from the Council.	
3	Minutes of the meeting held on 17th April 2012 The minutes were agreed and signed by the Chairman.	
4	Declarations of personal and prejudicial interest As Trustees of the Charity responsible for the Recreation Ground all members of the Council who were present declared an interest under section 9 of the Code of Conduct in respect of all matters relating to the Recreation ground. The following personal interests were declared: All Councillors in matters relating to the Village Community Stores, Cllr Collett as a District Councillor in matters relating to SODC. Cllr Rodda in matters relating to St. Agatha's Church and the Village Hall. Cllr Wood in matters relating to correspondence regarding the name Slade End Farm. Cllr Wood declared a personal interest in planning applications P12/50329 and P12/50399	
5	Public Participation There was none.	
6	Election of Planning sub committee It was agreed that Cllrs Dixon, Fox, Rodda, Baines and Strudwicke would act as the Planning sub-committee. It was agreed to put together a planning pack for members of the planning committee.	LD
7	Election of representatives Cllr Wood was elected as Councillor in Charge of Finance. The following appointments were agreed. Regional and Sub Regional Planning Environment Group Footpaths Kings Meadow and Recreation Ground Jubilee Pavilion Village Hall Community Association Rural Health and Wallingford Hospital Interest Group Transport	Cllr Rodda Cllr Rodda Cllr Strudwicke Cllr Gilgrass Cllr Fox Cllrs Rodda and Dixon Cllr Baines Mrs Dennis/Cllr Collett Liaise through Clerk

	<p>Highways Cllr Strudwicke Village Community Store Cllr Collett Playground Reports Rota Millennium Wood Reports Mrs S Myatt Trustee to Fairthorne Memorial Trust Nick Spencer Mineral Strategy Cllr Gilgrass</p> <p>It was noted that John Sheard was continuing to represent the Council as School Governor and this needed to be reviewed with him.</p> <p>It was also agreed that John Sheard (School Governor) and Nick Spence (Fairthorne Memorial Trust) should be asked for reports.</p>	
8	<p>Reports</p> <p>a) County Councillor's Report</p> <p>At the request of a local resident, I've asked Thames Travel if the 130 bus could stop outside the Red Lion at weekends. Unfortunately it is not possible to divert the bus at weekends.</p> <p>I am still waiting for a meeting to be organised about local super-fast broadband. There seems to be a number of obstacles! Everyone is now back from Easter holidays, but finding a date we can all agree on is problematic. I have asked for a separate briefing with the new cabinet member.</p> <p>I am still working, too, on the process of getting confirmation of the agreement for the S106 funding for the Wigod Centre – the new Youth and Children's Centre in Wallingford. I'll keep the Council posted ...</p> <p>I've sent an article to the Villager about Dial-a-Ride and Blue Badges, and also sent a copy to Terry and Vera at the Shillingford Park site to make sure that local residents there are aware of the changes.</p> <p>I've come across two instances recently where county-wide initiatives (collecting scam letters and signing on for bus passes) which involve local libraries have not made use of the library in Wallingford. I've contacted the relevant member of the Cabinet to ask if the process of selecting libraries for initiatives can be reviewed so that people in this area have equal access to these services.</p> <p>I am planning initial expenditure from my highways budget for this financial year, and would welcome any thoughts from the Parish Council about improvements which may benefit local residents. The pot is not big (!) so I am aiming to focus on changes which will make a real difference, such as dropped kerbs to help people with mobility problems to get around better. I will also keep some money in reserve, so that I can deal with unexpected issues that may crop up later in the year.</p> <p>Cllr Atkins agreed to look into concerns about the new boundary fence at Witches Walk.</p> <p>b) District Councillors report</p> <p>New Homes Bonus SODC has allocated £433,000 of the new homes bonus funding in 2012/13 to a grant pot to support schemes within the District.</p> <p>Community Loans Policy A community loans policy has been agreed for lending money to registered charities and town and parish councils.</p> <p>Brown Bins</p>	

All payments for brown bins are being moved over to Direct Debits over the next few months. Residents who do not currently pay under the Direct Debit scheme will be asked to transfer to this method when their payment becomes due.

Wallingford and Winterbrook Conservation Areas

The Cabinet resolved to proceed with the consultation on the proposed designation of a conservation area for Winterbrook. Interested parties will be asked to comment and consultation will be undertaken.

c) Clerk’s Report

The Annual Parish Meeting was well attended with 61 residents present (double last years figure).

Vera Carter the Chairman of the Shillingford Hill Home Park Residents Association has invited all Parish residents to an open day later in the summer. She would like a response from the Parish Council before making further arrangements. The Council agreed that this was a good opportunity to get together with the Shillingford residents and the Clerk will ask Mrs Carter to suggest some dates.

d) Planning Report

Ref	Description	PC Rec	Decision
P11/W2341	Creation of driveway access and dropped kerb. Buglars Cottage, High Rd	Approve	Granted
P11/50004 P11/50005/ LB	Replace existing staircase, modify internal layout, add dormer window and extend existing roof. The Wellsprings, Wellsprings	Approve	Granted
P11/50015	Replacement porch. Marlow House, Sotwell St	Approve	
P11/50080 P11/50081/ LB	Removal of existing pergola. Construction of garden room and insulation of existing utility room to habitable standard. Bell Cottage, Bell Lane	Approve	

e) May Payments

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk’s Salary and Expenses - May	393.44		393.44
Post Office Ltd - PAYE	92.20		92.20
Scion Estates Ltd – grass cutting	305.64	61.13	366.77
Stewart Village Hall – Rent of Office	500.00		500.00
BcS Web Group - Donation	800.00		800.00
Environment Group	100.00		100.00
BT Direct Debit	49.74	9.94	59.68
RJS (IA) Ltd – Internal Auditor	225.00		225.00

In order to apply for a grant from WREN the Village Hall committee have asked that their grant be paid to WREN to prove third party funding as part of their application.

Clerk

	<p>Payments made between meetings</p> <table border="1" data-bbox="244 232 1315 360"> <thead> <tr> <th>Payee and reason</th> <th>£ detail</th> <th>£VAT</th> <th>£ total</th> </tr> </thead> <tbody> <tr> <td>Hobs reprographics – APM leaflets</td> <td>100.80</td> <td></td> <td>100.80</td> </tr> <tr> <td>Supersize Print – APM posters</td> <td>65.98</td> <td>13.20</td> <td>79.18</td> </tr> </tbody> </table> <p>Payment received HMRC – VAT recovered – £3,233.18 The balance of the Current Account on 30th April 2012 stood at £36,554.84.</p> <p>f) Jubilee Celebrations There will be a beacon in the Parish to celebrate the Jubilee.</p> <p>g) Community Path Progress The Earth Trust are not keen to pursue this matter.</p>	Payee and reason	£ detail	£VAT	£ total	Hobs reprographics – APM leaflets	100.80		100.80	Supersize Print – APM posters	65.98	13.20	79.18				
Payee and reason	£ detail	£VAT	£ total														
Hobs reprographics – APM leaflets	100.80		100.80														
Supersize Print – APM posters	65.98	13.20	79.18														
7	<p>Matters for Discussion/Decision</p> <p>a) Core Strategy A further update will be sent out to remind people to attend SODC next Tuesday.</p> <p>b) Planning</p> <table border="1" data-bbox="248 1043 1390 1420"> <thead> <tr> <th>Ref</th> <th>Description</th> <th>PC Rec</th> </tr> </thead> <tbody> <tr> <td>P11/50455(LB) P11/50248</td> <td>Replacement of existing conservatory on rear elevation with garden room extension and extension to East Wing</td> <td>No strong views</td> </tr> <tr> <td>P12/50265</td> <td>Forming pitched roof to existing dormer windows. Realigned replacement white upvc windows. Foxgloves, Church Lane</td> <td>Approve</td> </tr> <tr> <td>P12/50399</td> <td>Demolish existing store and build replacement extension. The White House, Mackney Lane</td> <td>Approve</td> </tr> <tr> <td>P12/50329</td> <td>Replacement of existing 3 bedroom detached dwelling with new 5 bedroom dwelling. Fistral, Slade End</td> <td>Object</td> </tr> </tbody> </table> <p>It was agreed that the Council would delegate power to the Clerk to respond to minor planning applications. The Parish Clerk on the direction of the Planning Committee will decide if an application is minor and respond in consultation with the Planning Committee. If an application is not considered minor it will be discussed at the next full council meeting.</p> <p>c) Risk Assessment This will be completed before the next meeting.</p> <p>d) Village Maintenance Cllr Gilgrass reported that the replacement parts and paint for the telephone boxes will cost £222.02 (inc VAT and delivery). The expenditure was agreed. Mr Allen's quotes for work to the telephone boxes, benches and notice board were agreed. The tennis court is in urgent need of maintenance. The Community Association is holding £3,000 towards the work and the balance from the defunct tennis club of £1,400 is also</p>	Ref	Description	PC Rec	P11/50455(LB) P11/50248	Replacement of existing conservatory on rear elevation with garden room extension and extension to East Wing	No strong views	P12/50265	Forming pitched roof to existing dormer windows. Realigned replacement white upvc windows. Foxgloves, Church Lane	Approve	P12/50399	Demolish existing store and build replacement extension. The White House, Mackney Lane	Approve	P12/50329	Replacement of existing 3 bedroom detached dwelling with new 5 bedroom dwelling. Fistral, Slade End	Object	<p>Clerk</p> <p>Clerk</p> <p>GG</p>
Ref	Description	PC Rec															
P11/50455(LB) P11/50248	Replacement of existing conservatory on rear elevation with garden room extension and extension to East Wing	No strong views															
P12/50265	Forming pitched roof to existing dormer windows. Realigned replacement white upvc windows. Foxgloves, Church Lane	Approve															
P12/50399	Demolish existing store and build replacement extension. The White House, Mackney Lane	Approve															
P12/50329	Replacement of existing 3 bedroom detached dwelling with new 5 bedroom dwelling. Fistral, Slade End	Object															

	<p>available. Cllr Gilgrass agreed to find out the cost of the necessary work. There was a brief discussion on the future use of the tennis court and it was agreed to use the Community Led Plan to consult with residents. Ownership signs are still needed for both play areas. Cllr Wood will look into the design.</p> <p>e) Community Led Plan The residents present at the Annual Parish Meeting agreed that the Parish Plan should be updated. It was agreed that the minutes of the Annual Parish Meeting and results of the 'post it' notes from the meeting should be distributed to those who attended the meeting and as widely as possible. The Clerk has a list of volunteers and a further meeting needs to be arranged. Cllr Strudwicke agreed to coordinate the volunteers. The steering group needs to be broad based and will need to actively engage with more people. The volunteers will now need to take the plan forward.</p> <p>f) Wallingford School Information Board The Information board supplied by the Wallingford Partnership and Wallingford school has still not been put up. The Village Hall Committee have agreed to it being placed in the hallway of the village hall and it will be maintained by a pupil from Wallingford School. The Clerk will now contact Wallingford School and arrange delivery of the board.</p> <p>g) Traffic Surveys – Shillingford Hill and A4130 Both surveys have shown that there is a problem with speeding. The Clerk will contact Highways to discuss the results of the findings.</p> <p>h) Jubilee Orchard Cllr Dixon reported that the new Orchard Group will need to £7,000 to establish an orchard – it will cost £3,000 to clear the site. They are looking into applying for funding.</p> <p>i) Accounting Statement 2011/12 and Annual Governance Statement The internal auditor has signed off the Accounting Statement 2011/12. It was agreed that the Clerk would distribute copies of the statements and Cllr Fox would sign them on behalf of the Council.</p>	<p>GG</p> <p>AW</p> <p>Clerk</p> <p>CS</p> <p>Clerk</p> <p>Clerk</p> <p>DF</p>
<p>8</p>	<p>Matters for report and items for inclusion on next month's agenda</p> <ul style="list-style-type: none"> - Cllr Rodda reported that the Haycroft is for sale and that he would like the Council to consider purchasing it. However it was agreed that unless there was specific community use for the land the expenditure would not be justifiable. - Cllr Collett reported that the school and police have requested that a sign be erected at King's Meadow asking dog owners to keep their dogs on a lead when children are playing. However the Council felt it would be difficult to enforce especially as the area is a community facility. - Cllr Collet asked the Clerk to report parking problems near to the Alms Houses. 	

It was agreed that the next meeting of the Council would take place on Tuesday 19th June at 7.30pm in The Village Hall.

There being no further business the meeting was declared closed at 10.15 pm.

Signed.....Dated.....