

**BRIGHTWELL CUM SOTWELL PARISH COUNCIL**

**Minutes of the Parish Council meeting duly convened and held on 17<sup>th</sup> July 2012 at 7.30pm  
in the Village Hall.**

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

**In attendance:** Mrs L. Dalby (Clerk) two members of the public, Anna Kennedy from ORCC and County Cllr L. Atkins.

<b>1</b>	<b>Co-option onto the Council</b> The post has been advertised. However, no applications have been received.	
<b>2</b>	<b>Apologies for Absence</b> Apologies were received from Cllrs Gilgrass and Baines.	
<b>3</b>	<b>Minutes of the meeting held on 19<sup>th</sup> June 2012</b> The minutes were agreed and signed by the Chairman.	
<b>4</b>	<b>Declarations of personal and prejudicial interest</b> 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.	
<b>5</b>	<b>Public Participation</b> Mr Cottrell explained his proposed plans for an extra shed and storage shed for his business before they are submitted to SODC. The Council took note of the plans and will comment when the plans are received from the planning authority.  There was a lengthy discussion with Anna Kennedy from ORCC about the proposed Rural Affordable Housing exception site. Miss Kennedy agreed to provide the Council with a data summary of the survey carried out last year. It was agreed that the whole council should meet before the September meeting to decide how to proceed. If the Council agrees to go ahead with the plan the next step would be a Public Consultation meeting.	<b>DF</b>
<b>6</b>	<b>Reports</b> a) County Councillors Report  After a very useful meeting with Celia Collett, I have asked Highways at OCC to confirm the details of ownership of Witches Walk so that the position of the new fence can be assessed. I visited the lane with a highways officer from OCC and am waiting for the definitive map to show who owns what. At present, on the basis of the situation 'on the ground', it looks like it may be the owner of the adjacent site, in which case the fence can legitimately be placed anywhere other than on the actual footpath. That	

would preclude any action by OCC, but would not prevent the Parish Council approaching the landowner on an informal basis. [Updated at the meeting – the footpath is a right of way across the landowner’s site and therefore nothing can be done.]

I’ve also had a site meeting to work out the best way to put a barrier at the end of Back Lane where it meets Church Lane so that pedestrians, buggies and wheelchairs can get through easily but scooters and bikes are prevented from rushing down the slope directly into the road. This may be possible by reinstating (in a slightly different place ...) a barrier that had been pushed back into the fence, and plans for that are being prepared, measured (to ensure that a wheelchair user can get through) and costed.

It was announced at the OCC meeting on 10<sup>th</sup> July that local members will now each have a £10k budget for ‘Big Society’ initiatives within their divisions. As soon as I have guidance on this which I can circulate, I will get it to the Council. I anticipate lots of ideas coming forward!

CLLr Atkins asked the Council to consider completing an emergency plan.

b) District Councillors Report

### **Community Events**

Community events can be advertised for free on the event listing section on the SODC website. Contact [tourism@southandvale.gov.uk](mailto:tourism@southandvale.gov.uk) to get your event listed.

### **Community Right to Challenge comes into force**

Communities will be able to bid to take over local services they think they can run differently and better as the Community Right to Challenge provisions come into effect. The Community Right to Challenge hands more power back to communities, allowing voluntary and community groups, parish councils and local authority staff to express an interest in taking over the running of local authority services, the aim is to make services more responsive to local needs and delivering better value for money. Statutory Guidance has been produced which provides further explanation of the legislative framework for the Community Right to Challenge.

For more information, please visit the Department for Communities and Local Government website.

### **Council’s equity loan scheme**

The council loan scheme has been extend to help first time buyers get on the property ladder. For more information on this scheme visit [www.southoxon.gov.uk/homebuy](http://www.southoxon.gov.uk/homebuy)

c) Clerk’s Report

There will be a meeting on 20<sup>th</sup> July with Mark Francis from Highways to discuss possible traffic calming measures.

John Sheard is happy to hand over his responsibility as School Governor to a current Parish Councillor.

d) Planning Report

Ref	Description	PC Rec	Decision
P12/50657 /FUL	Enclosure existing porch. Erection of cycle shelter. Wallingford Sports Park	Approve	Approved

e) June Payments

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk’s Salary and Expenses – July	414.21		414.21
Post Office Ltd – PAYE	97.60		97.60
Scion Estates Ltd – grass cutting	454.32	90.86	545.18
CAGE	1000.00		1000.00
BT – Direct Debit	49.81	9.96	59.77
Talk Talk – Direct Debit	15.50	3.10	18.60

The balance of the current account on 28<sup>th</sup> June 2012 was £30,245.55

f) Community Led Plan

Cllr Strudwicke reported that more volunteers had come forward at the village fete. A meeting is being arranged with Anton Nath from ORCC. It is hoped to include questions about the Community Orchard in the plan. In the mean time the committee is considering alternative sites.

g) SODC Core Strategy

SODC have published the Schedule of Main Modifications for South Oxfordshire Submission Core Strategy. The report from the Inspector is likely to be published in September and put to the full Council in December.

CS

**7 Matters for Discussion/Decision**

a) A-Z Directory

Cllr Wood reported that the Directory is due to be updated. It was agreed that the Directory is very useful especially to those without internet access. Cllr Wood will propose a page by page plan and pages will be divided amongst the Councillors.

AW

All

b) Clerk’s Office Hours

Following the Clerk’s appraisal it was agreed that the Clerk should spend two or three mornings per week in the office rather than one whole day. Days to be confirmed with Cllr Fox.

DF

c) Office Tidy Up

The office and filing cabinets are in need of a general tidy up, it was agreed that the Councillors would assist the Clerk over the summer to get this done.

All

	<p>d) Planning Application Reference: P12/S1245/HH (Householder) Proposal: Demolition of existing single storey building and garage and erection of two storey rear extension and attached garage. Address: 37 Greenmere Brightwell-cum-Sotwell OX10 0QG The Planning Committee will consider this application and delegate the response to the Clerk.</p> <p>e) Review of Standing Orders The Model Standing Orders were reviewed in 2010 but the Parish Council didn't adopt them at this time. Cllr Strudwicke will report back at the next meeting.</p> <p>f) CAGE Cllr Fox reported that he had made a submission on behalf of the Parish Council to the Oxfordshire County Council's Consultation on Draft Oxfordshire Minerals and Waste Planning Strategy supporting the CAGE submission. Cllr Collett proposed that the Council donate £1000 to CAGE this was seconded by Cllr Rodda. The donation was approved.</p> <p>g) Ownership boards The Council agreed that Cllr Wood should order ownership signs for the play areas.</p> <p>h) Donation to Church extension fund The Council agreed to purchase all the items requested by the Church to complete the extension.</p> <p>The school have not yet responded to a request for further information about the notice board.</p>	<p>CS</p> <p>AW</p>
8	<p><b>Matters for report and items for inclusion on next month's agenda</b> Cllr Collett reported on the Neighbourhood Plan meeting she had attended. She suggested that the Council could run a Neighbourhood Plan alongside the Community Led Plan if the results showed it was necessary.</p>	

It was agreed that the next meeting of the Council would take place on Tuesday 18<sup>th</sup> September at 7.30pm in The Village Hall.

There being no further business the meeting was declared closed at 9.50 pm.

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