

BRIGHTWELL CUM SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 18th September 2012 at 7.30pm in the Village Hall.

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

In attendance: Mrs L. Dalby (Clerk), six members of the public and County Cllr L. Atkins.

1	Co-option onto the Council There are now two vacancies.	
2	Apologies for Absence Apologies were received from Cllr Rodda and for lateness from Cllr Wood.	
3	Minutes of the meeting held on 17th July 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.	
5	Public Participation The applicant of P12/51878/HH asked how the Parish Council would comment on their application. Cllr Fox reported that the Planning Committee was minded to object as whilst they weren't against the principle of an extension they did not feel the design was appropriate. Planning application P12/51720/FUL was discussed fully with the applicant and his neighbours. Cllr Wood joined the meeting.	
6	Reports a) County Councillor's Report Highways Depot Open Day. There will be a depot open day on the 22 nd September at the Drayton depot. It has been arranged for the benefit of Town and Parish Councils to come and meet the staff to gain a better understanding of the work that is undertaken from the area offices. Last year's Depot Open days concentrated on the winter service that OCC provide with displays of 'winter' de-icing materials and plant. The feedback from these events was very positive, so the team has decided to run them again. This year, although winter will be the main focus they will also be covering other highway maintenance activities. The event runs from 11am until 3 pm but there is no fixed agenda, so please feel free to drop in and see them for a chat. There will be a barbeque from 12 until 2 with	

teas and coffees available from 11am. For further information, please contact Paul Wilson at Winter.Service@Oxfordshire.gov.uk or 0845 310 111

I've been asked to remind the Council to fill out and return the salt bag proformas as soon as possible and by the end of the month if you haven't already done so, to ensure delivery of the additional salt in readiness for the winter period (I make no comment about the 'timely' delivery of salt last winter!). If you have decided not to take up the offer of salt, it would be helpful to have a nil return but this is not essential. The team are hoping to have all bags delivered by 1st November ...

The Highways team have adjusted the new barrier at the end of Back Lane where it meets Church Lane so that all types of pedestrians, buggies and wheelchairs can get through easily but scooters and bikes are prevented from rushing down the slope directly into the road.

In discussion with the Highways team, I have authorised two specific projects for the parish:

- i) Weed clearance along the verges around the Shillingford Park site
- ii) A speed indicator sign on the A4130 as the road leaves the Slade End roundabout towards Didcot.

Both of these will be in place by the end of the financial year, although I hope the weedkilling in particular will be sorted out much sooner. I have retained some funds in my budget to allow for unexpected issues which may crop up between now and the end of the financial year.

I am expecting a bid from the Parish for a Big Society grant of £1k to support the development of the new Parish Plan. I'll know the details of that by the time we meet, and I understand Celia Collett will be presenting it to the Parish Council on the 18th of September.

Finally, I have organised a 'Mission Impossible' event in Wallingford town centre on Friday 21st September, when a number of local elected representatives, including the Mayor of Wallingford, will be pushed around the town in wheelchairs trying to complete tasks they've been assigned. It should help to make a general point about access, as well as helping to identify where dropped kerbs or other improvements are most needed. It should be fun too! Coffee, tea and biscuits will be available and councillors will be welcome to attend.

b) District Councillor's Report

OxOnline

The OxOnline project aims to bring the next generation of high-speed broadband access to Oxfordshire by 2015. We need to encourage both residents and businesses to take part in the OxOnline survey at www.oxonline.co.uk to help establish what the actual broadband speeds are currently. This will provide evidence of where there is the greatest need for faster broadband.

Community Investment Fund

The Community Investment Fund is currently open until 26th October 2012 for applications requesting up to £15,000 grants.

Planning Applications

When responding to planning applications the Parish Council should be mindful of any community infrastructure needs. If Parishes prepare in advance they will be in a better position to bid for funding from the Community Infrastructure Levy when it is introduced.

c) Clerk's Report

Standing Orders – I have been advised that the Model Standing orders will be updated shortly to tie in with the new Code of Conduct so I recommend deferring this item for now.

The office tidy up is well underway – the next step is to tackle the filing cabinets in the Jubilee Pavilion in order that the office filing cabinets can be sorted and paperwork archived to the Pavilion.

d) Planning Report

Ref	Description	PC Rec	Decision
P12/50848/HH	Single storey rear extension. Wilmington, Didcot Rd	Approve	Granted
P12/50699/HH	Erection of new boundary fencing to east and north east boundaries. The Gables, Sotwell St	No strong views – concerns about trees and neighbour objections. Concrete posts inappropriate in conservation area.	Granted
P12/51245/HH	Demolition of existing single storey building and garage and erection of two storey rear extension and attached garage.	No strong views- concerns about scale and size	Granted
P12/51344/HH S12/51345/LB	Demolish existing concrete framed double garage and erect green oak framed replacement. Dobsons, Sotwell St	Approved	
P12/51548/LDP	Convert outside front porch to interior porch and wc. 23 Kings Orchard	N/A	
P12/51447/AG	Produce store. Brightwell Vineyard, Shillingford Hill	N/A	
P12/51700/FUL	Erection of new workshop/storage and associated parking area. Land opp. Orchard Cottage, High Rd	Approve	
P12/51871/LDP	Proposed dormer and side window. Ticklebelly Lodge, Bakers Lane	N/A	

e) August Payments

Payee and reason	£detail	£ VAT	£ total
Playsafety Ltd – Annual RoSPA playground Inspections	126.00	25.20	151.20
BDO LLP – External Audit	285.00	57.00	432.00
Hilary Jayner – weed and moss killer for the tennis court	39.26		39.26
1st in view systems – Jubilee Pavilion CCTV	135.26	27.05	162.31
Stewart Village Hall – hall hire	142.50		142.50
Scion Estates Ltd – grass cutting	305.64	61.13	366.77
L.Dalby – Clerks salary and expenses	418.01		418.01
Post Office Ltd - PAYE	97.40		97.40
Unicorn Kiosks – glass for telephone boxes	66.65	13.33	79.98

September Payments

Payee and reason	£ detail	£ VAT	£ total
OPFA – Playground Inspection training	20.00		20.00
Scion Estates Ltd	379.98	76.00	455.98
D. Fox – Chairmans allowance	60.00		60.00
*Came and Co - Insurance	2597.51		2597.51
D & K Allen – village maintenance	555.00		555.00
Advent Solutions – play area repairs	630.00		630.00
L. Dalby Clerks salary and expenses	415.01		415.01
Post Office Ltd - PAYE	97.60		97.60
Chubb – Alarm service Jubilee Pavilion	120.00	24.00	144.00

*The property insured at replacement cost with a current estimated total figure (including the Pavilion) of approx £450,000. This appears to cost slightly under £500 of the premium before IPT and has gone up this year by just over £30. Does anyone know when we last had an insurance valuation of our property, how we went about it and how much it cost? David has reviewed the cover.

f) Conclusion of Audit

The external audit has been completed with no issues raised.

g) Community Led Plan

A good Steering Group has been formed consisting of 14 members with involvement from Anton Nath (ORCC) and both District and County Councillors. Jason Debney is Chairman,

Tony Windsor Treasurer and Anne Brooker Secretary.

Due to Claire's resignation, the Parish Council may like to appoint another Councillor to sit on the Steering Committee.

The Steering Group has obtained a £1,000 grants from ORCC, they are also exploring various other bodies. However, to obtain these grants it is vital that they can show financial support from the Parish Council. Therefore, they would like to request a grant of £1,000 with the Council acting as a conduit for any grant money received, this function was carried out previously by the P.C. for the Parish Plan 2002/2004.

It was agreed that Councillors would take it in turns to attend meetings and to award £1,000 from the Parish Council.

h) SODC Core Strategy

The SODC cabinet have approved the Winterbrook Conservation Area. A note from the Inspector asks if this has a material impact on the strategy. The Parish Steering Group will respond.

i) A-Z Directory

The pages continue to be updated.

j) CAGE

Cllr Gilgrass reported that CAGE are waiting for the information to be submitted to the inspector.

7 Matters for Discussion/Decision

a) Planning

Ref	Description	PC Rec	Decision
P12/51720/FUL	Erection of fan house & installation of drying equipment for adjacent grain store	No strong views	
P12/51850/HH	Oak framed orangery extension. Hawthorn House, Slade End	Approved	
P12/51878/HH	Proposed 2 storey side extension to provide a living room and master bedroom with en-suite shower room. Lucks All, Mackney Lane		

b) Rural Affordable Housing

Cllrs Collet and Dixon declared a personal interest in this item.

It was resolved that the Council does not endorse further action at this stage on the proposal for a Rural Exception Site on the field behind Grove Cottages known as Rectory

<p>Meadow.</p> <p>There was a lengthy discussion about Rural Affordable Housing and it was agreed that the Council supports further investigations in relation to Rural Affordable Housing and believes that the Community Led Plan is the most appropriate mechanism for this investigation.</p> <p>c) Village Maintenance</p> <p>Cllr Baines reported that when she carried out her play ground inspection she had found a car parked on Kings Meadow.</p> <p>The Annual RoSPA report has indentified several items in need of repair. Cllrs Collett and Gilgrass will discuss this with Paul Copley.</p> <p>One more bench has been discovered it was agreed that work to clean and treat it should go ahead.</p> <p>The County Council have requested that the Parish Council clear the ditch in the corner of the recreation ground in order to clear the outlet pipe that runs into it. It was agreed that the Clerk should arrange for the work to be done.</p> <p>Cllr Gilgrass will arrange for the new ownership signs to be erected.</p> <p>d) Traffic Calming</p> <p>Brightwell A4130 Slade End: - Cllrs Collett and Strudwicke had a very positive meeting with Mark Francis despite the funding restrictions at OCC.</p> <p>Mr Francis has suggested a "vehicle speed activator" is position on the lamp post next to the chestnut tree. This would cost in the region of £3,000 and County Cllr Atkins has agreed to fund this from her budget.</p> <p>As a quick fix, Mark gave Dave Webber two signs to put up on the lamp posts. Mr Webber carried out this work the same afternoon.</p> <p>Shillingford – A long discussion took place between, Mr Francis, Cllrs Collett and Strudwicke, Ann Hirst (site owner) and Vera Carter & Jo Spicer (Residents Association) on how improvements could be made regarding the speed of traffic and vegetation growing around the bus stop and entrance to the footpath at the top of the hill. Mrs Carter reported that she has been liaising with the police to get some speed enforcement work carried out. To ensure that the Police can take action there needs to be new speed signs put up in the area. Mr Francis agreed to put up some new "30" signs. Ann Hirst agreed to fund two speed signs (since the meeting Mrs Carter has requested the P.C. fund these at a cost of around £50). Cllr Collett contacted Keith Stennings, after the meeting, to try and get the vegetation cut back by the entrance footpath and around the bus stop, he is going</p>	<p>GG& CC</p> <p>Clerk</p> <p>GG</p>
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	<p>to see what he can do but this might have to be carried out by the P.C.</p> <p>It was agreed that the council would pay for the speed signs and for the vegetation to be kept in check.</p> <p>e) Island Farm Bus Stop</p> <p>The Clerk reported that County Council have been asked to provide a bus stop at Island Farm. OCC feel the expense involved would not be commensurate with the benefit however if the Parish Council feels there is a need for the bus stop some consideration would be given to providing the bus stop. The Council agreed that as there have been no requests from the community for a bus stop at Island Farm they could not support the proposal.</p>	
8	<p>Matters for report and items for inclusion on next month's agenda</p> <p>There were none.</p>	

It was agreed that the next meeting of the Council would take place on Tuesday 16th October at 7.30pm in The Village Hall.

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

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