

BRIGHTWELL CUM SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 15th January 2013 at 7.30pm in the Village Hall.

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

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

1	Co-option onto the Council Mr R. Nielsen was co-opted onto the Council. Cllr Nielsen signed the Declaration of acceptance of office which was witnessed by the Clerk.	
2	Apologies for Absence There were none.	
3	Minutes of the meeting held on 18th December 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 Dixon in matters relating to the Village Hall.	
5	Public Participation There was none.	
6	Reports a) County Councillor's Report OCC leads are convinced they have provided the Minerals Strategy Inspector with all the information he has requested, although the Inspector is apparently less certain ... I am promised an update in the next few weeks and will forward an substantive information I receive to those who are interested, including the Parish Council. Cllr Atkins has also been investigating the road surface problem on Mackney Lane. Thames Water has confirmed the problem is not being caused by one of their pipes. It is thought to be caused by a collapsed drain, which would make it the responsibility of the County Council. It was also reported that there is a problem with a collapsed pipe under the footpath at Well Springs. The Clerk will contact the footpaths officer.	

The Vehicle Activated Signs at Shillingford and Slade End will be installed before the end of March.

b) District Councillor's Report

At the full council meeting in December, the methodology to be used to apportion the grant among towns and parishes was approved. Having received the final details the officers have now applied the methodology to calculate how much will be paid to each town and parish.

On 21st December the government published details of the grant it is paying to SODC to reduce the financial impact of the new council tax reduction scheme. Due to this lateness, it was not possible to inform individual councils the amount of funding each council will receive, however this is published on the council website under 'Funding news for town and parish councils. This is to enable town and parish councils to consider the grant funding when they set their budget and precept for the coming year.

c) Clerk's Report

The letter to the residents of the High Rd was distributed. One resident responded suggesting that part of the problem is caused by an overgrown hedge. Cllr Fox has spoken to the resident and Cllr Collett will speak to the owner of the hedge. A second resident has reported that the road is becoming narrower - Cllr Collett will speak to the landowner.

I have responded to the District Council Boundary review.

d) Planning Report

Nothing to report this month.

e) January Payments

The following accounts for payment were agreed.

Payee and reason	£ detail	£ VAT	£ total
Lucy Dalby – Clerk's salary and expenses January	461.87		461.87
Post Office Ltd – PAYE	64.97		64.97
Stewart Village Hall - room hire	165.00		165.00
Stewart Village Hall – Room Hire CLP	10.00		10.00
Stuart Martin – CLP Website	100.00		100.00

f) CAGE

There has been no update from Cage or to the Inspectors notes covering OCC's

CC

compliance with the Duty to Co-operate (DTC) since the last PC meeting. OCC were due to complete the documented evidence base for the plan by December 21st, it is not clear that they have done this. The DTC examination and hearing is currently scheduled for March 6th 2013.

It is unlikely that the Examination in Public will be held before May 2nd 2013.

g) Community Led Plan

A report from Jason Debney Chairman of the Community Led Plan steering committee is held on file. It was agreed to thank Mr Debney for his report and invite him to attend meetings quarterly unless he has something important to report.

h) Inspection and Maintenance

General Maintenance

A draft maintenance budget has been prepared for inclusion in the main council budget for 2013 and the remainder of 2012/13.

A handrail for footpath steps at the top of Bell Lane is being quoted by D. Allen.

Play Areas

Cllrs Gilgrass and Haines attended a meeting of the Community, Amenities and Facilities sub group of the CLP. Cllr Gilgrass has subsequently contacted Tania Bevis, champion of the Young People Working Group, to offer assistance in taking ideas forward and gaining funding, including input from OPFA.

A process to align inspection reports to the budget and planned maintenance plan is in preparation

Mackney Lane Recreation Ground

Planned Maintenance

As agreed at the December PC meeting, the following work will be carried out in January by Arrow Fencing as soon as parts are available:

- Shackles on 2nd swing to be replaced

- Replace swing chains, shackles, bushes and 2 x baby swing seats

- Replacement of damaged rope climbing net and rope on bridge of the 'Playdale'.

- Replacement of rusted metal gate with a new galvanised steel gate and post.

Cleaning and painting swing crossbar is to be agreed and scheduled

Prices obtained for inclusion in the 2013/14 budget to clean of all 'safer surfaces' and proposal for ongoing planned maintenance.

Clerk

Prices quoted by Arrow Fencing for:

New 'safer surface' around the agility bars

New 'safer surface' around the slide 'run out area'

These are to be held together with refurbishment of the see-saw pending recommendations from the CLP Community, Amenities and Facilities sub group.

It was agreed that the replacement of the surface under the agility bars can't wait until the conclusion of the CLP. It was agreed that the Clerk would find out if grass could be used as a temporary measure.

Clerk

Kings Meadow Recreation Ground

The damaged play area fencing and entrance to the Adventure Trail are currently being repaired by Arrow Fencing.

Planned Maintenance

As agreed at the December PC meeting, the following work will be carried out in January by Arrow Fencing as soon as parts are available:

Replace swing chains, shackles, bushes and seats on the 2 x baby swings

Replacement of damaged and missing parts on the 'Playdale'

Prices obtained for inclusion in the 2013/14 budget to clean of all 'safer surfaces' and proposal for ongoing planned maintenance.

Repair or replacement of the 'springy thing' in the infants play area is to be held pending recommendations from the CLP Community, Amenities and Facilities sub group.

Tennis Courts

Three specialist companies have quoted for the restoration work and an on site meeting held with two of them, The Court Company and Casey Courts. A budget of up to £10,000 to restore the tennis court was agreed at the November PC meeting based on the following work. Removal of scrap chain link fencing is not included plus provision of on site water for pressure cleaning will need to be agreed with the school or one of the neighbouring houses.

- High pressure clean to remove moss etc. Application of appropriate chemical weed killer. Excavate existing sockets and replace with new, install new 76mm square tennis posts. Pressure spraying of two coats of purpose made textured, acrylic tennis court coating in agreed colours. Mark out tennis lines to L.T.A. specification with acrylic white line paint. All nets and accessories included
- Remove chain link fencing, clean and paint posts, replace with new plastic coated chain link fencing.

Quotations received for the above work are as follows:

The Court Co UK Ltd. £7,104
Casey Courts Ltd. £11,875.00
Sovereign Sports £9,927.00

The quotations from Casey Courts and The Court Co include refurbishment of the Basketball area to the same standard. Casey Courts also includes painting 1 set of netball lines, the Court Co would charge an additional £295 .00 for this.

After refurbishment a budget of £300.00 per year should be allowed for moss treatment with pressure washing every 3 years for an additional cost of £200.00. Repainting will be required after 5 to 7 years.

Cutting back and clearing trees and hedges along the side of the tennis court by David Cottrel has been agreed at a cost of £600. This is to be carried out on January 17th.

It was agreed to award the contract to the Court Company UK. Proposed by Cllr Collett and seconded by Cllr Rodda.

Tony Windsor has been present during both site visits. He has confirmed his intention to resurrect the Brightwell cum Sotwell Kings Meadow Tennis Club, to start in late spring of 2013. He will set out formal proposals for running the new club and wider use of the courts by the B-c-S community for presentation to the PC during the next month.

The Clerk will contact the school about using their water supply for the work.

Clerk

7 **Matters for Discussion/Decision**

a) Budget 2013/14

The precept for 2013/14 was set as £29481.

It was agreed to invite Community Groups to apply for donations for discussion at the April meeting.

b) Parish Council Website

It was agreed to create a website using the Spanglefish model website as a trail for one year. Cllr Wood will circulate a design and sitemap.

Clerk

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c) Planning

Ref	Description	Decision
P12/S2951/HH	Proposed single storey extension. Rainbow House, Well Springs.	Approve
P12/S3008/HH	Erection of 2 storey extension to the north, demolition & reconstruction of eastern single storey wing. Erection of single storey extension to south & alterations to fenestration on existing dwelling. Old Copse Cottage, Shillingford Rd.	Approve
P12/S3041/HH	Erection of new garage /workshop building. Saddlestones, High Road	Tbc

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	<p>d) Core strategy – Prupim Planning Application It was agreed that the Working Party should be reconstituted as soon as possible.</p> <p>e) Tree for Square Once permission has been received from SODC the diseased tree will be felled. It was agreed that it should be replaced with as large a tree as reasonably possible.</p> <p>f) Agree Date of Annual Parish Meeting Subject to the availability of the Village Hall it was agreed to hold the APM on Thursday 25th April.</p>	Clerk
8	<p>Matters for report and items for inclusion on next month's agenda</p> <ul style="list-style-type: none"> - Use of telephone boxes - Speeding Mackney Lane - North Moreton Cycle track - Condition of the footpath between Benson and Wallingford - Proposed cycle path Brightwell-cum-Sotwell to Shillingford 	Clerk

It was agreed that the next meeting of the Council would take place on Tuesday 19th February 2013 at 7.30pm in The Village Hall.

There being no further business the meeting was declared closed at 9.35 pm.

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