

BRIGHTWELL CUM SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 19th November 2013 at 7.30pm in the Village Hall.

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

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

1	Apologies for Absence There were none.	
2	Minutes of the meeting held on 15th October 2013. The minutes were agreed and signed by the Chairman.	
3	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 Celia 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 Clive Collett in matters relating to the Village Hall.	
4	Public Participation There was none.	
5	<p>1. Reports</p> <p>a) County Councillor's Report</p> <p>Following last month's meeting, I have asked highways to go ahead with the changes to road markings at Slade End and to change the sign as you approach the corner from the A4130.</p> <p>The OCC budget has been a matter of great discussion. Debate and negotiation continues, but there will be no final decisions until February. That includes Children's Centres, where the discussion about their future is very much continuing.</p> <p>Cllr Fox asked Cllr Atkins to confirm the cost of a speed limit review and alteration. Cllr Atkins agreed to confirm the cost and reported that the results of the CLP questionnaire will hopefully support the request for a review.</p> <p>b) District Councillor's Report</p> <p>The Strategic Housing Market Assessment –SHMA</p> <p>The County is required to carry out a Strategic Housing Market Assessment. Each District and the City is involved in the process, it is being managed by a cross-authority steering group and consultants. The steering group reports into the Oxfordshire Spatial Planning Infrastructure Partnership (SPIP). This is all part of the duty to co-operate, which was</p>	

created in the Localism Act 2011. This requires authorities to work collaboratively with other bodies across boundaries, to meet strategic priorities where one authority cannot wholly meet its own needs.

The SHMA is being driven by the need of other districts in our housing market area to have a current, evidence-based housing needs assessment.

The **Five Year land Supply** is to be taken into account, as it had to in SODC's Core Strategy.

The SHMA guidance requires an authority to work with up-to-date evidence. Thus when the SHMA is published we will be required to look at our Core Strategy in the light of new evidence.

There is real concern that the requirement of the housing needs of another authority, could impact on South Oxfordshire, if that authority cannot meet its needs. If Oxford City has such an element of unmet need, as part of the duty to co-operate it will involve all the Oxfordshire authorities to look to answer that need.

The data will not be available until probably January 2014. However, I need to make you aware of the situation as it could mean that a review of the relevant sections of our Core Strategy would have to be reviewed.

c) Clerk's Report

Following advice from SODC and agreement of the Council the response to Planning Application P13/S2899/FUL was changed to 'Refuse'. The Clerk has asked for clarification of the use of 'No strong views' in order that planning applications are responded to consistently.

New Model Standing Orders have been written. Details have been circulated with a view to adoption in December/January.

Cllr Fox has responded to the letter from County Cllr Nimmo-Smith.

The A-Z Directory is due for an update. The Council agreed to review the following pages.

Clerk – Councillors Page

Cllr Fox – Introduction

Cllr Baines – Sport and Recreation, Church Services, Parish Life and Local Societies

Cllr Celia Collett - Local Services and Health

Cllr Wood will review the Directory in line with the website.

Trees at the Recreation Field and King's Meadow have been made safe following the recent storm.

LD
DF
HB
CC
AW

Risk Assessment, no new risks were identified.

d) Planning Report

Ref	Description	PC Rec	Decision
P13/S2899/FUL	Erection of detached dwelling with integral double carport, creation of new vehicular access and pedestrian access. As amended by revised site plan drawing 11103-P01-A accompanying Agent's email dated 18 September 2013. Address: The Orchards The Street Brightwell-cum-Sotwell OX10 0RR	Refuse	Refused
P13/S2943/HH	Remodelling existing 3 bed house to form garage, construction of new 3 bedroom house together with new access from highway. Green Acre, Slade End	Approve	
P13/S3194/HH	The addition of garage doors to existing car ports. Meadow View Barn, Severalls Farm, Shillingford.	Approve	
P13/S3225/HH	Erection of single and 2 storey extensions. Replacement of front porch. Hillside, High Road, Brightwell-cum-Sotwell	NSV	

e) November Payments

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk's salary and Expenses	550.79		550.79
R. Sherwood – Handyman's salary and expenses	48.56		48.56
Post Office Ltd – PAYE	80.60		80.60
RBL Poppy Appeal	82.50		82.50
Scion Estates Ltd – grass cutting	305.64	61.13	366.77
A.T. Windsor – CLP Expenses	108.09		108.09
Stewart Village Hall – CLP Expenses	30.00		30.00
The Villager Magazine – printing CLP questionnaire	278.43		278.43
Arrow Fencing – Rubber Mats	925.00	185.00	1110.00

f) Community Led Plan

The working group are waiting for analysis of the questionnaire responses. Cllr Nielsen reported that questionnaires had not been collected from Shillingford Hill. Cllr Celia Collett agreed to follow this up.

6 **Matters for Discussion/Decision**

a) Neighbourhood Plan

The initial application has been submitted to SODC. The first meeting of the Working Party will be held on 16th December.

b) Site B

County Cllr Atkins reported that OCC Officers are concerned that a reduction in the speed limit A4130 will lead to more traffic going through Wallingford. Cllr Atkins and

	<p>District Cllr Collett agreed to write to the OCC officers in support of a reduction.</p> <p>The access to site B was discussed at length, in order for the planned junction to be replaced with access from the roundabout the developers will need to propose the change. Cllr Fox will write to the developers about the buffer zone and site access.</p> <p>Cllr Wood explained the background to seeking support from the developers/SODC for improvements to local amenities. Any Section 106 proposals will need to be of benefit to the residents of the new housing and not just Brightwell-cum-Sotwell. Councillors were asked to come forward with any ideas they felt were appropriate.</p> <p>c) First draft of Budget 2014/15 The first draft of the 2014/15 budget was discussed. Councillors were asked to bring forward other items they considered needed consideration. The final budget would be set in January.</p> <p>d) Planning</p> <table border="1" data-bbox="258 954 1420 1081"> <thead> <tr> <th>Ref</th> <th>Description</th> <th>PC Rec</th> </tr> </thead> <tbody> <tr> <td>P13/S3396/HH</td> <td>Erection of two storey side extension.1 Grove Cottages Didcot Road Brightwell-cum-Sotwell OX10 0RZ</td> <td>Approve</td> </tr> </tbody> </table> <p>e) Community Governance Review Cllr Fox will respond to the Community Governance Review.</p> <p>f) Jubilee Pavilion revised Constitution. The revised Constitution was approved and the Jubilee Pavilion Management Committee was confirmed as a delegated committee of the Council. The Clerk to notify the Committee Chair accordingly.</p>	Ref	Description	PC Rec	P13/S3396/HH	Erection of two storey side extension.1 Grove Cottages Didcot Road Brightwell-cum-Sotwell OX10 0RZ	Approve	<p>DF</p> <p>LD</p> <p>DF</p>
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7.	<p>Matters for report and items for inclusion on next month's agenda</p> <ul style="list-style-type: none"> - Cllr Celia Collett has confirmed to a resident that there are no plans for further seats in Kings Meadow. - Cllr Clive Collett is to attend the OALC New Councillor Training. - The Earth Trust is to make a presentation to residents on Sunday 24th November. 							

It was agreed that the next meeting of the Council would take place on Tuesday 17th December 2013 at 7.30pm in The Church Room.
There being no further business the meeting was declared closed at 8.15 pm.

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