

BRIGHTWELL CUM SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 18th June 2014 at 7.30pm in the Church Room.

Present: Cllrs Celia Collett(Chairman), Clive Collett, G. Gilgrass, A. Wood, J. Rodda, R. Nielsen and H. Baines.

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

1	Apologies for Absence Apologies for absence were received from Cllr D. Fox and A McGivan.	
2	Minutes of the meeting held on 20th May 2014. 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 Mr Smith of Croft House reported that he has now submitted his application which has been discussed with his neighbours.	
5	Reports a) County Councillor's Report I finally have a response about the cost of a 20mph limit, which I am told would be around £4,500. This is broken down, I am told, as £2.5k for the legal work and £2k for the signage I have received a reply from Sue Scane, the Director of Environment and Economy, about the wanton grass cutting on 28 th April. Does the Parish Council wish me to take this any further? It was agreed to follow this matter up with Cllr Atkins once a decision had been reached. b) District Councillor's Report Issues and Scope Consultation – Local Plan 2031 Issues and Scope – the consultation is from 11 th June to 23 rd July 2014 – this consultation is part of stage one of the process to determine where new homes should be built in South Oxfordshire. Workshops for Town and Parish Councils will be held on 30 th June and 2 nd July in the Council Chamber at SODC. Customer Services Charter To give people a greater say on local services SODC has launched a Customer Services	

Charter, copies can be download from the customer engagement webpage.

The charter outlines how people can get involved in policies and proposals, the support of community groups and feedback on services.

Cllr Baines joined the meeting.

c) Clerk's Report

The Clerk reported that there have been some teething problems with the grass verge cutting and she is waiting for a complete map from OCC.

It was agreed that the response from Cllr Nimmo-Smith to complaints from the Parish Council about the OCC contractors cutting the verges despite the Parish Council having taken over responsibility for the verges and the failure do deal correctly with Knotweed did not address the issues raised. It was agreed to ask Cllr Atkins to follow up the complaints especially about the knotweed with Sue Scane.

With help from Tony Windsor the Clerk has now set up the new email database using addresses gathered through the CLP.

d) Planning Report

Ref	Description	PC Rec	Decision
P14/S0562/HH	Conversion of existing garage for habitable use for disabled person and extension. Mayfields, BcS	Approve	Approved
P14/S1513/HH	Conservatory to side aspect. Appleby, Bakers Lane	Approve	
P14/S1651/HH	Erection of a glazed verandah to rear patio of property. Willowbank, Church Lane	Approve	
P14/S1659/HH	First floor extension to replace open terrace. Hill View, Sires Hill	Approve	
P14/S1313/HH	Application to drop kerb to existing driveway and widen driveway to allow 2 cars off road parking. Button and Loop Cottage, High Road, BcS	Approve	

e) June Payments

Payee and reason	£ detail	£ VAT	£ total
Scion Estates Ltd – Grass Cutting	392.48	78.50	470.98
L. Dalby – Clerk's Salary & Expenses	479.62		479.62
R. Sherwood – PAYE Refund	315.20		315.20
Post Office Ltd - PAYE	76.00		76.00

	<table border="1"> <tr> <td>Spanglefish - Website</td> <td>20.79</td> <td>4.16</td> <td>24.95</td> </tr> <tr> <td>Arrow Fencing – Playground repairs</td> <td>345.00</td> <td>69.00</td> <td>414.00</td> </tr> </table> <p>f) Neighbourhood Plan Grant The application for the grant was agreed.</p>	Spanglefish - Website	20.79	4.16	24.95	Arrow Fencing – Playground repairs	345.00	69.00	414.00		
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6	<p>Matters for Discussion/Decision</p> <p>a) Planning</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Description</th> <th>PC Rec</th> </tr> </thead> <tbody> <tr> <td>P14/S1608</td> <td>Proposed extension to the East & North of the house. Croft House, Sotwell St</td> <td>Approve</td> </tr> <tr> <td>APP/Q3115/A/14/2218768</td> <td>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.</td> <td>Object</td> </tr> </tbody> </table> <p>b) Risk Assessment The Risk Assessment was discussed and approved with a change to the meeting venue and a note of how the passwords are stored.</p> <p>c) Donations It was agreed to donate £100 to the Environment Group. The Orchard Group are to have a stall at the fete to publicise their plans and to publish an article in the Villager.</p> <p>d) Defibrillator It was agreed to send out an appeal via the email database. The Clerk will request publicity material from the Community Heartbeat Trust for use at the fete.</p> <p>e) Tennis Court Hut The design for the tennis court hut was approved however the Tennis Club will be responsible for its upkeep.</p>	Ref	Description	PC Rec	P14/S1608	Proposed extension to the East & North of the house. Croft House, Sotwell St	Approve	APP/Q3115/A/14/2218768	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.	Object	
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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"> - Brightfest raised approx. £5000 - The white gates need an undercoat and topcoat - Holding a meeting at Shillingford - Cllr Celia Collett requested that the £200 grant she has obtained for the Dementia Friendly Group be put into the Parish Council bank account 										

It was agreed that the next meeting of the Council would take place on Tuesday 15th July 2014 at 7.30pm in The Church Room.

There being no further business the meeting was declared closed at 8.45 pm.