

## BRIGHTWELL CUM SOTWELL PARISH COUNCIL

### Minutes of the Parish Council meeting duly convened and held on 18<sup>th</sup> November 2014 at 7.30pm in the Church Room.

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

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

1	<b>Apologies for Absence</b> Apologies for absence were received from Cllr A. McGivan.	
2	<b>Minutes of the meeting held on 21<sup>st</sup> October 2014.</b> The minutes were agreed and signed by the Chairman.	
3	<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 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	<b>Public Participation</b> There was none.	
5	<b>Reports</b> a) County Councillor's Report I have arranged for an extra clearing of the path from the Shillingford Bridge Park site into Wallingford ahead of the winter. At the time of writing the work seems to be 75% complete and the parts which have been done look much better, providing a better surface for those who walk into the town. Cllr Nielsen asked why the clearings from the footpath were left on the verge rather than being taken away.  Discussions are continuing on the development of the revised Minerals Strategy for the County. The next version of the Waste Minerals Plan and the revised Local Aggregates Assessment will be published on 17th November and I will circulate them as soon as I have them.  Cllr Atkins is to attend the OCC Cabinet meeting to argue that the Local Aggregates Assessment is too high. Cllr Atkins recommended that the Council prepare any comments for the January meeting and consultation.  Cllr Rodda asked if it would be possible for OCC to gift the redundant highway which has recently been occupied by a caravan to the Parish Council.	

b) District Councillor's Report

**Oxford City Council**

SODC, the Vale and Cherwell District Council have submitted a joint response on a recent assessment of the land Oxford City Council believes it has available for housing within its boundaries.

The response explains that these District Councils don't believe the city council has been as thorough as it needs to be in finding land for housing, Concerns have been raised with the way the city has gone about the assessment. They have been asked to rethink some of their policies that restrict the amount of houses Oxford City can take.

**CIL (Community Infrastructure levy)**

I have had a very useful meeting with Ged Cassell (Community Infrastructure Projects Officer) I presented him with some of future projects which may come forward for CIL funding. Ged will be discussing these with the other relevant officers, I intend to meet with him again.

**Local Plan Update**

Around 800 responses were made to the recent Issues and Options consultation, the summary of results should be issued in a few weeks' time. The current thinking is that there is to be a further round of consultation on a refined set of options in February/March 2015. It is important in this 2<sup>nd</sup> round that as many people as possible are encourage to respond.

c) Clerk's Report

The first two defibrillators have been ordered. £1615 has been collected so far and I am expecting approx. £200 Gift Aid on top of that. A donation from the Fairthorne Memorial Trust. Cllr Rodda agreed to follow up the Clerk's request for a donation from Route 1. The Shillingford Hill Residents Association are happy with the proposed defibrillator following a meeting with Cllr Celia Collett and Cllr Baines.

I have liaised with the Police, OCC Highways and the OCC Gypsy and Traveller Officer regarding the caravan which occupied the highway next to the Millennium Wood. I will now ensure that the correct Gating Order is in place.

d) Planning Report

Ref	Description	PC Rec	Decision
P14/S3116/HH	Erection of a two storey side extension. Hay Barn, Shillingford Road	Approve	
P14/S2657/HH	New disabled access ramp. Mount Vernon, Bakers Lane	Approve	

e) November's Payments

The following payments were approved between meetings.

	<table border="1"> <tr> <th>Payee and reason</th> <th>£ detail</th> <th>£ VAT</th> <th>£ total</th> </tr> <tr> <td>WEL Medical Ltd - defibrillators</td> <td>2763.20</td> <td>552.70</td> <td>3316.20</td> </tr> </table> <p>The following accounts for payment were approved.</p> <table border="1"> <tr> <th>Payee and reason</th> <th>£ detail</th> <th>£ VAT</th> <th>£ total</th> </tr> <tr> <td>L. Dalby – Clerk’s Salary and Expense</td> <td>492.62</td> <td></td> <td>492.62</td> </tr> <tr> <td>Post Office Ltd – PAYE + NI</td> <td>78.80</td> <td></td> <td>78.80</td> </tr> <tr> <td>BCSCVS – APM Refreshments</td> <td>23.33</td> <td></td> <td>23.33</td> </tr> </table>	Payee and reason	£ detail	£ VAT	£ total	WEL Medical Ltd - defibrillators	2763.20	552.70	3316.20	Payee and reason	£ detail	£ VAT	£ total	L. Dalby – Clerk’s Salary and Expense	492.62		492.62	Post Office Ltd – PAYE + NI	78.80		78.80	BCSCVS – APM Refreshments	23.33		23.33	
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6	<p><b>Matters for Discussion/Decision</b></p> <p>a) Cllr Fox proposed a resolution to delete Standing Order 1e and replace with the following:  <i>“Orally reporting or commenting about a meeting as it takes place by a person present at the meeting of the Council or its committees is not permitted but otherwise a person may:</i>  <i>a) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.</i>  <i>b) use any means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later, including filming, photographing or making an audio recording of the meeting.”</i>  Cllr Gillgrass seconded the resolution.  The resolution was passed unanimously.</p> <p>b) Cllr Fox proposed to add to Standing Order 8 a new clause 8d to read as follows:  <i>“Subject to the above the Brightwell-cum-Sotwell Parish Council Financial Regulations last adopted by the Council shall apply.”</i>  Cllr Gillgrass seconded the proposal.  The resolution was passed unanimously.</p> <p>c) It was resolved to adopt the revised Brightwell-cum-Sotwell Parish Council Financial regulations.</p> <p>d) Budget 2014/15  The draft budget was discussed.  It was agreed that the maintenance of the Millennium Wood should become a regular budget item.  The Clerk will obtain quotes to replace the ‘springy thing’ in the toddlers play area and for shoring up the banks of the ditch at the recreation ground.  The CLP are to provide more information about the type of equipment that the older children would like.  Cllr Gillgrass reported that he has asked Arrow Fencing to quote for renewing and</p>																									

replacing some of the equipment at King's Meadow.  
 Bike Racks for the bus shelter are to be added to the budget for the school children who bike and bus to and from school.  
 A budgeted plan for the grass verges needs to be completed.  
 It was also agreed to budget for improvements to the footpaths at Shillingford, the path from the School to the Red Lion, for new posts for the recreation field, for some costs such as the electrical testing for the Jubilee Pavillion and for traffic reports.

e) Planning

Ref	Description	PC Rec
P14/S2171 /FUL	Demolition of existing house, garage and ancillary structures and erection of two detached houses with integral garages. Closure of existing vehicular access and creation of a new shared vehicular access. (As amended by plans PL20, PL21, PL22, PL23, PL24, PL25, PL26, PL27, PL28 and PL29A and revised Design & Access Statement & Tree Survey Report received on 07 November 2014. Revisions include changes to locations of properties within the plot and a reduction in the footprint of the dwellings). Deacons House Church Lane Brightwell-cum-Sotwell OX10 0SD	Object
R3.0132/1 4	The renewal of the consent for the permanent retention of Modular Building T1 (E249) at Brightwell C of E Primary School.	Approve

f) Neighbourhood Plan

As it has not proved possible to find a secretary for the Neighbourhood Plan it was agreed to engage the Clerk to administrate the Neighbourhood plan for an average of 15 hours per month for the next 10 months. The Neighbourhood Plan Steering Group will re-allocate the grant funding.

g) Speed Signs

Mary Tavy Parish Council have not yet responded to a request from the Clerk for details of their Speed Signs.

h) Millennium Wood Maintenance

It was agreed to pay for the control of the brambles in the Millennium Wood.

i) Community Led Plan

BCS 16	Investigate whether a community facility at Shillingford Hill is feasible in order to provide a place for residents to meet. (Lead: BCS PC/SHRA)	Ongoing
BCS17	Investigate the feasibility for a natural burial ground to be created in the parish. (Lead BCS PC)	Ongoing
BCS 13	Install permanent goal post at the Recreation Ground. (Lead: BCS PC)	Ongoing
BCS 14	Install new benches around the parish. (Lead: BCS PC)	PC would prefer

			to replace older benches
BCS 20	Investigate the installment of additional dog disposal bins. (Lead: BCS PC)		Ongoing
BCS 30	Work with the North Wessex Downs AONB to investigate the feasibility and implications of an extension of the area designated as AONB to embrace all of the parish. (Lead: BCS PC)		
BCS 31	Work with the North Wessex Downs AONB to install 'Welcome' signs on entry to the AONB (Lead: BCS PC)		
BCS 27	Investigate the establishment of stronger links with surrounding parishes (including the Wittenhams, Moretons, Astons, Blewbury and Cholsey Parish Councils) to create an alliance of parishes in order to lobby for the conservation of rural character (Lead: BCS PC)		
BCS 29	Investigate the potential to enlarge the Conservation Area to embrace the fields between the main village and Mackney (Lead: BCS PC)		
BCS 36	Investigate the potential to establish a bus link between Brightwell cum Sotwell and Didcot via Sires Hill on summer weekends and public holidays. (Lead: BCS PC)		Not felt to be possible.
BCS 39	Establish a working group to carry out an access audit of the parish's footpaths and propose measures to improve access. (Lead: BCS EG/PC)		Underway
BCS 40	Establish a working group to investigate the feasibility to open up new footpaths as suggested in this Parish Plan (Lead: BCS EG/PC)		
BCS 47	Make people more aware of actions they can take to prepare for an emergency through the establishment of an emergency planning Group (Lead: BCS PC/SODC)		Template to be circulated.
7.	<b>Matters for report and items for inclusion on next month's agenda</b> - RoSPA Training – it was agreed to wait for the new Council.		

It was agreed that the next meeting of the Council would take place on Tuesday 16<sup>th</sup> December 2014 at 7.30pm.

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