

## BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

### Minutes of the Parish Council meeting duly convened and held on 17<sup>th</sup> November 2015 at 7.30pm in the Church Room

**Present:** Cllrs D. Fox (Chair), C. Collett, S. Booth, S. Robson and J. Debney.

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

1.	<b>Apologies for Absence</b> Apologies were received from Cllrs S. Jackson ,A. McGivan, H. Baines and District Cllr J. Murphy.
2.	<b>Minutes of the meeting held on 20<sup>th</sup> October 2015</b> The minutes were agreed and signed by the Chairman.
3.	<b>Declarations of Disclosable Pecuniary Interest</b> Cllr Collett declared a personal interest in item 6 b as Chairman of the Community Shop Committee. There were no Declarations of Disclosable Pecuniary Interest.
4.	<b>Public Participation</b> There was none.
5.	<b>Reports</b> a) County Councillor's Report As councillors may be aware, discussions about next year's OCC budget are now well underway, and the plans being put forward by the administration are for very, very severe cuts. I am campaigning for a referendum on whether or not Council Tax should be increased in order to avoid the truly dreadful impact on services (such as the local Children's Centre, the Health and Wellbeing Centre and local buses) which would result from the planned cuts.  The Parish Council discussed with Cllr Atkins how the budget figures are calculated and considered how Town and Parish Councils could help provide some services for the County Council. The Parish Council have until the end of the month to respond to the OCC budget consultation.  The Cabinet agreed on Tuesday 10 <sup>th</sup> November that all current bus subsidies would be removed. This is parts of the cuts package referred to above, and would be phased in as current contracts end. It would have a limited impact on Brightwell-cum-Sotwell as most services are commercially run, but it may affect the X2 service to Didcot and beyond when it runs before 9am and in the early evening.  Cllr Collett reported that Cholsey are to receive a bus from the County Council to replace the dial-a-ride bus. If Brightwell-cum-Sotwell PC contribute to the running costs it would be made available to residents of the Parish. It was agreed that in principal the Council would contribute subject to seeing the provisional costings.  At the time of writing, no decision has been made on the future of Oakley Wood Recycling Centre.  b) District Councillors' Report Attached as Appendix 1  c) Clerk's Report

See action list.

The Clerk would welcome recommendations of builders for the tennis court path, tennis court fence, play area concrete pad and installing the cycle racks.

d) Planning Report

Ref	Description	PC Rec	Decision
P14/S2860/O	Proposal : Residential development comprising 555 dwellings, a one form entry primary school, associated landscaping and open spaces, construction of a new access onto the A3140 Calvin Thomas Way/Bosley Way, construction of a public transport link/emergency access onto Wantage Road and other supporting infrastructure works and facilities. (As amended by revised drawings and supporting information received 16 September 2015). Address : Land to the West of Wallingford (Site B) Wallingford (in the parishes of Wallingford and Brightwell cum Sotwell	Object	
P15/S3305/LB	Proposal: Demolish existing single storey garage (not listed), adapt existing conservatory (not listed) and build new one and a half storey extension adjoin existing conservatory Address: Red House Lodge Sotwell Street Brightwell-cum-Sotwell Wallingford OX10 0RH	NSV	
P15S3513/FUL	New detached dwelling 3 Church Lane Brightwell-cum-Sotwell OX10 0SD	Object	
P15/S3567/HH	Convert existing conservatory to Garden Room. Addition of link room to kitchen and dining area. Address: Swan Cottage Church Lane Brightwell-cum-Sotwell OX10 0SD		

e) Neighbourhood Plan Report

There will be a Public Consultation in February on the selection criteria for sites in the Parish.

f) November's Payments for approval

The following accounts for payment were agreed.

Payee and reason	£ detail	£ VAT	£ total
Lucy Dalby – Clerk's salary and expenses	509.20		509.20
Post Office Ltd – PAYE	72.80		72.80
RBL Poppy Appeal	134.50		134.50
Rayners Ltd – Top soil	115.00	23.00	138.00
SODC – Dog Bins	83.72	16.74	100.46
St Agatha's Bell Appeal	500.00		500.00
Unicorn Restorations Ltd – telephone box signs	211.00	42.20	253.20

6. **Matters for Discussion/Decision**

a) Designation of land at Well springs

It was resolved in principle to register Well Springs from the edge of the tarmac down as far as possible as a Village Green, but further examination of the detailed requirements and consequences was required first.

The lack of water flowing from Well Springs to the Manor Pond was discussed. SODC have cleared the stream from the Lion to the pond which has improved the situation slightly but consider that there is not enough water flow from Well Springs due to the trench feeding into the Moat. It was agreed that a better understanding of the village water courses is needed to solve the problem. Cllr Debney will seek advice.

b) Donations

The PCC has requested a donation towards the cost of £270 + VAT for correcting the War Memorial Stone within the church. It was resolved to pay for the cost of the work.

Cllr Collett reported that there is to be a Public Meeting to discuss the Community Store incorporating a Post Office Local within the shop. The change will only go ahead if there is community backing for both the shop and Post Office.

If the change is agreed the committee may apply to SODC for a grant of 50 % of the cost of the alterations. However as this grant is not guaranteed the shop committee have asked if the Parish Council would be prepared to underwrite the full cost of the alterations.

It was agreed that the Parish Council would support this request subject to the committee being able to demonstrate that the proposal is financially viable, that it has the support of a majority of the members of the shop and the actual cost of the work.

c) Stopping Up Order old A4130

The process of obtaining a gating order for the old A4130 was discussed. It was resolved not to pursue this matter any further.

d) Recreation Field Maintenance

More top soil to fill the rabbit holes has been ordered. The compost heap is also to be removed and the brambles need dealing with to discourage the rabbits. A long term solution needs to be found for the grass cuttings going forward.

e) Verge Management/ Grass Cutting

It was agreed that the Clerk should collaborate with the school to obtain grass cutting quotes.

f) Emergency plan

It was agreed to use the County Council pro forma to create an Emergency Plan.

g) Review

- Standing Orders
- Financial Regulations
- Risk Assessment

The above papers were reviewed and agreed.

The Complaints procedure will be reviewed and agreed at the next meeting.

h) Budget 2016/17

The first draft of the 2016/17 budget was reviewed. Councillors will look at the budget in detail and send any comments to the Clerk before the next meeting.

i) Site B

Cllr Fox has written to District Cllr J.Cotton about the Parish Councils objections to the current planning application regarding the entrance and lay out of Site B.

7.	<p><b>Matters for report and items for inclusion on Novembers agenda</b></p> <ul style="list-style-type: none"> <li>- Cllr Collett confirmed that the residents will be putting up a Christmas Tree on The Square.</li> <li>- A – Z – the Clerk will contact Cllr Neilsen</li> </ul>

It was agreed that the next meeting of the Council would take place on Tuesday 15<sup>th</sup> December 2015 at 7.30pm.

There being no further business the meeting was declared closed at 9.15pm.

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

## Action List

Reference	Action	Who	Status
2015-10-01	Well Springs Tree – OCC and Tree Officer	Clerk	Complete
2015-10-02	Well Springs Designation	Clerk	See Agenda
2015-10-03	Tennis Court Path	Clerk	Further quotes needed
2015-10-04	Kings Meadow – Concrete Pad	Clerk	Further quotes needed
2015-10-05	Tennis Court Fence	Clerk	Further quotes needed
2015-10-06	Bike Racks	Clerk	Further quotes needed
2015-10-07	Telephone Box Signs	Clerk	Ordered
2015-10-08	Defibrillator Training - Shillingford	Clerk	Date tbc
2015-10-09	OCC Partnership Working	Clerk	Awaiting information
2015-10-10	Dog poo - PCSO	Clerk	PCSO to visit
2015-10-11	Bank Signatures	RN/SR/SB	Ongoing
2015-10-12	Asset Register	Clerk	No progress
2015-10-13	File Weeding	Clerk/DF/CC	No progress
2015-10-14	Recreation field Rabbits	Clerk	Top soil delivered CC has spoken to Angus Dart about moving the composting grass
2015-10-15	Notice Boards	Clerk	Ordered and Bob has been asked to look at Sotwell Board
2015-10-16	Paint Slide	Clerk	Bob has paint
2015-10-17	Surface under swings recreation field	Clerk	No action – to be taken as part of playground review
2015-10-18	Playdale Platform	Clerk	Bob to complete
2015-10-19	Gate catches Kings Meadow	Clerk	Bob to complete
2015-11-01	Well Springs designation	Clerk	
2015-11-02	Grass Cutting Quotes	Clerk	
2015-11-03	Village Water Courses	JD	
2015-11-04	Complaints Procedure Review	All Cllrs	
2015-11-05	2015/16 Budget Review	All Cllrs	
2015-11-06	A-Z	Clerk	

## Appendix 1

### Town and Parish Forum – 4<sup>th</sup> November

Please try and attend or send representatives to the Forum which is 6.30 – 9 pm. John Cotton and the Cabinet will be attending to take questions.

### Devolution Deal

SODC and VWHDC have put together a deal with Cherwell, West Oxfordshire, Oxford City and Oxfordshire County Council. This covers various areas of working from infrastructure bids to adult and social care responsibility being devolved downwards. As more information is given out I will keep you updated.

### **Council Tax Reduction Scheme**

A letter was sent to all Parishes last month to inform them that the likelihood is that the Council Tax Reduction Scheme will be stopped from April. This scheme was introduced over two years ago and the allocations are based on the reductions in each town or parishes council tax base. A few affluent areas saw no reduction in their tax base as they had no resident claiming council tax benefit before the change and therefore no financial lost and received no grant where as others had a significant reduction in their tax base and SODC allocated the grant proportionally to make up a percentage of the loss each council suffered.

In the first year the Government gave a figure to be used for the scheme but after that there was no figure specifically mentioned and there was no requirement to continue with the scheme. It was decided a Cabinet last year that the scheme would be reviewed during the year and in August 2015 a letter was sent to the Parishes to let them know it was under review. An official decision to cease the scheme will be taken in December but several Parish Councils have contacted SODC to ask if the scheme was likely to stop as they were starting budget setting and that it why a letter was sent in late October advising the situation.

Throughout the Cholsey Ward some have reduced the amount of their precept by the figure they receive from the scheme. However some have also frozen or increased their precept and taken the additional sum from the scheme.

We will be making the funds available for Neighbourhood Plans which are becoming more and more important as a tool to stop development on site not allocated for building and also for capital expenditure grants that Parishes can apply for which will help them with their precepts.

### **Compost your pumpkin**

With Halloween this weekend we're reminding residents to put their pumpkin in their food waste bin (or on top if it won't fit) so we can take it away for composting when we next empty their bins.

If Biffa find pumpkins or other food waste in green bins they won't get emptied so it's important that residents get this right to avoid having to sort through their waste and wait another fortnight for it to be collected.

### **Plaudits for planning**

Planning are up for another national award for work they did to help the Science Vale Enterprise Zone.

The Milton Park Local Development Order helps new businesses to set up shop here and existing ones to expand, grow and deliver more jobs for both districts. It does this by allowing us to fast track planning applications for certain developments covered by the order. It also helps control some developments in sensitive locations like those close to residential areas around Milton Park. The order has already won an award from the Royal Town Planning Institute, and has now been shortlisted for this year's Award for Planning for Economic Growth. The winner will be announced on Tuesday 17 November. For more information, [\*\*contact Adrian Duffield\*\*](#).

### **County council savings**

You've got until 20 November to respond to the county council's proposals for saving £50 million over the next four years - to find out more and respond go to their [\*\*consultation page\*\*](#).

### **A watchful eye**

Our CCTV team has helped the police with 141 arrests across both districts between April and September, and provided 120 evidence packs for court.

They monitored 1,256 incidents in Abingdon and Wantage, and 1,216 in Didcot, Henley, Thame and Wallingford.

### **Time is running out! Section 106 consultation**

We're asking people to let us know what they think of the document that explains how we

secure money for infrastructure. There's less than a week to go to respond to the consultation and we haven't had as many responses as we would expect, so we've written to all of the people we normally consult with about this sort of thing to remind them.

If you'd like to respond yourself, <http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/delivering-infrastructure/section-106> - the deadline is 5 November.