

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on 20th September 2016 at 7.30pm in the Church Room, Brightwell-cum-Sotwell

Present: Cllrs S. Robson(Chair), J. Debney, C. Collett, H. Baines, S. Jackson and R. Neilsen.

In attendance: L. Dalby (Clerk), County Cllr L. Atkins and District Cllr J. Murphy.

1.	Apologies for Absence Apologies for absence were accepted from Cllrs D. Fox and A. McGivan.
2.	Minutes of the meeting held on 19th July 2016 The minutes of the last meeting were agreed and signed by the Chairman.
3.	Declarations of Disclosable Pecuniary Interest. There were none.
4.	Public Participation There was none.
5.	Reports 1. Reports a) County Councillor's Report 1. The County Council is launching a new county-wide campaign to recruit more volunteers to the Home Library Service, which will help those who previously used the Mobile Library service which has now ceased. The Home Library Service is run and managed by Oxfordshire Libraries and is made possible through the work of volunteers. Home Library Service volunteers choose and deliver books to those who are unable to get to a library. Volunteers are a friendly face who can stop by at least once every three weeks to bring books or CDs to customers and stop for a chat. The volunteers develop an understanding of the customer's reading tastes and also share an enthusiasm for books and reading. It's a lifeline for people who live alone and can help support independent living, reduce isolation and ill health. Schedules can work around a volunteer's availability, expenses are reimbursed and volunteers can do as many or as few journeys as they wish. More information about the scheme, including details of what volunteering involves and interviews with those who benefit from the service, can be found at www.oxfordshire.gov.uk/homelibrary 2. Discussions about Unitary Authorities continue ... 3. OCC's work with the local armed forces has been highlighted as a national example of good practice in a new report. The Forces in Mind Trust (FiMT) and the Local Government Association published Our Community, Our Covenant ; a report into how councils work to support the armed forces based in their area. As the OCC Military Champion for RAF Benson, I am very pleased indeed that our work has been recognized in this way. 4. OCC is currently consulting about its Carers Strategy and Personal Budgets. Information is on the OCC website, and the consultation runs until 14th November. Those directly affected are being contacted in appropriate ways.

5. I have been invited to give evidence at the Examination in Public of the OCC Minerals and Waste Plan taking place from 19th to 23rd September, where I will continue to argue that OCC failed to meet the requirements of its own Statement of Community Involvement and that, had it done so, the target for sand and gravel extraction would have been much lower.
6. OCC Trading Standards are offering free electric blanket testing to local residents, and will be testing at Wallingford Regal Centre on Wednesday 5th October from 9am. Testing is offered on a first come first served appointment system and the number for booking an appointment is 01865 815000 option 4.

This has been a successful campaign for many years, and the team is able to test up to 100 blankets a day. Last year 24% of the blankets checked were unsafe to use, so the process led to removing them from circulation and decreasing the risk of fires and injuries.

I have been asked to forward information about the Junior Citizens Trust on to Parish Councils in my Division, so rather than paraphrase it I've attached it to this report.

b) District Councillors' Report
Cllr Murphy's report is held on file.

c) Clerk's Report
The Vacancy notice following the resignation of Sue Booth was posted 5th August once confirmation has been received from SODC that residents have not requested an election the Council should be able to co-opt a new member at the October meeting.

The Clerk has spoken to Tony Windsor about the differing levels of contribution towards the grass cutting received from the football and cricket clubs. It was agreed to change the amounts paid by each club in line with their current usage of the field.

The Jubilee Pavilion Management Committee was discussed. It was agreed that the running of the Pavilion must be brought into line with Charity Commission regulations. The Clerk will confirm the relevant regulations.

d) Planning Report

Ref	Description	PC Rec	Decision
P16/S2159/HH	Construction of a new vehicular access to No 3 Grove Cottages	Object	
P16/S32909/H H	Replace existing conservatory with 2 storey rear extension and internal alterations. 14, Monks Mead		
P16/S2632/LB	Erection of a single storey rear link extension. Woodley Cottage, Old Nursery Lane	NSV	
P16/S2886/RM	Application for reserved matters for appearance, landscaping, layout and scale for one detached dwelling following outline planning permission P15/S1015/O The Manse, Bakers Lane	Object	

P16/S1922/DA Land on the western side of Sotwell Lane Slade End Brightwell-cumSotwell OX10 ORQ

Alleged breach: Without planning permission the material change of use of the land from a horticultural nursery to a builder's yard. Residents have been called as witnesses and have asked if the Parish Council will be giving evidence. The Parish Council have not been invited to give evidence and will there for not be represented at the meeting.

An application for a TPO was noted.

The Earth Trust's application has now been submitted to SODC. The Earth Trust have offered to attend the next meeting to explain their plans. It was agreed to invite the Earth Trust to the October meeting to give a short presentation.

e) Neighbourhood Plan Report

CLlr Debney reported that it is hoped to submit the pre-submission report on 24th October. The steering group have looked at sites and agreed allocations. Residents neighbouring the sites will be given the opportunity for a private meeting to discuss the plans ahead of the public meeting on October 4th.

f) September's Payments for approval

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk's Salary and Expenses	525.94		525.94
HMRC - PAYE	62.80		62.80
BDO LLP – External Audit	200.00	40.00	240.00
Came and Company - Insurance	1892.00		1892.00
John O'Conner – Grass Cutting	485.33	97.07	582.40
L. Dalby – Pads for defibrillator	37.40	7.48	44.88
Colliers of Crowmarsh	6.38	1.27	7.65

Payments made between meetings

Payee and reason	£ detail	£ VAT	£ total
John O'Conner – Grass Cutting			582.40
Stewart Village Hall – Room Hire	48.00		48.00
Filmbank Media – Queen's Birthday Film			280.00
Shillingford Residents Assoc – Room hire	40.00		40.00
S. Robson – Traffic Mirror			45.59
L. Dalby – Clerk's Salary and Expenses	527.14		527.14
HMRC - PAYE	62.60		62.60
PLaysafety Ltd – Annual Inspection			159.60
Stewart Village Hall	13.75		13.75
R. Sherwood - handyman	34.00		34.00
rCOH Ltd – Neighbourhood Plan	1050.00	210.00	1260.00

6. **Matters for Discussion/Decision**

a) Employment Committee

CLlrs C. Collett, S. Jackson and R. Nielsen were appointed as the Employment Committee.

	<p>b) Request from CAGE for funding It was agreed to revisit the request once the EIP has been completed.</p> <p>c) Cubs Tree The Cubs are planning to plant a Centenary Tree in December. It was agreed to support the scheme.</p> <p>d) Village Map Deferred to next month.</p> <p>e) Tennis Club Wind Breaks It was agreed that the tennis club could erect plain green wind breaks however they must be taken down if adverse weather is predicted and the tennis club will be responsible for any further damage.</p> <p>g) Pavilion Windows It was agreed to pay for the materials to repair the vandalised Pavilion Windows.</p>
7.	<p>Matters for report and inclusion on September's Agenda</p> <ul style="list-style-type: none"> - Playground Safety Surface is in urgent need of repair - 20mph zone consultation - The school is to become an academy - Playground review

It was agreed that the next meeting of the Council would take place on Tuesday 18th October 2016 at 7.30pm

There being no further business the meeting was declared closed at 9.30 pm.