

BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

Minutes of the Annual meeting of the Parish Council meeting duly convened and held on 17th May 2017 at 7.30pm in the Church Room, Brightwell-cum-Sotwell

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

In attendance: L. Dalby (Clerk), County Cllr L. Atkins and four members of the public.

1.	<p>Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office It was proposed by Cllr Fox and RESOLVED to elect Cllr Robson as Chairman. Cllr Robson signed the declaration of acceptance of office in the presence of the Clerk.</p>																										
2.	<p>Election of Vice-Chairman It was proposed by Cllr Neilsen and RESOLVED to elect Cllr Baines as vice-chairman.</p>																										
3.	<p>Apologies for Absence Apologies were received from Cllr G. Gilgrass.</p>																										
4.	<p>Declarations of Disclosable Pecuniary Interest. Cllr Collett declared a personal interest in Brightfest.</p>																										
5.	<p>Public Participation Representatives from Sotwell Manor Fruit Farm gave an outline of their plans for the fruit farm. Their proposed scheme is for 59 units and for an area of the Pick Your Own to be retained. They have held a Public Consultation meeting and will consider all comments before submitting an outline plan in June.</p>																										
6.	<p>Minutes of the meeting held on 18th April 2017 The minutes of the last meeting were agreed and signed by the Chairman.</p>																										
7.	<p>Appointment of Internal Auditor It was RESOLVED to appoint Roger Symes as Internal Auditor.</p>																										
8.	<p>Appointment of Planning Committee It was RESOLVED to appoint Cllrs Fox (Chair), Collett and Debney as the Planning Committee.</p>																										
9.	<p>Appointment of Representatives It was RESOLVED to appoint the following representatives.</p> <table border="0"> <tr> <td>Councillor in Charge of Finance</td> <td>Cllr Fox</td> </tr> <tr> <td>Footpaths</td> <td>Walking Group</td> </tr> <tr> <td>Kings Meadow and Recreation Ground</td> <td>Cllr Gilgrass</td> </tr> <tr> <td>Jubilee Pavilion</td> <td>Cllr Baines</td> </tr> <tr> <td>Highways</td> <td>Cllr McGivan</td> </tr> <tr> <td>Playground Reports</td> <td>Rota</td> </tr> <tr> <td>Millennium Wood Reports</td> <td>Sue Myatt</td> </tr> <tr> <td>Trustee to Fairthorne Memorial Trust</td> <td>Nick Spencer</td> </tr> <tr> <td>Mineral Strategy</td> <td>Cllr Nielsen</td> </tr> <tr> <td>Earth Trust</td> <td>Cllr Debney</td> </tr> <tr> <td>Grass Verges</td> <td>Cllr Debney</td> </tr> <tr> <td>Public Transport Rep</td> <td>TBC</td> </tr> <tr> <td>Neighbourhood Plan</td> <td>All Councillors</td> </tr> </table>	Councillor in Charge of Finance	Cllr Fox	Footpaths	Walking Group	Kings Meadow and Recreation Ground	Cllr Gilgrass	Jubilee Pavilion	Cllr Baines	Highways	Cllr McGivan	Playground Reports	Rota	Millennium Wood Reports	Sue Myatt	Trustee to Fairthorne Memorial Trust	Nick Spencer	Mineral Strategy	Cllr Nielsen	Earth Trust	Cllr Debney	Grass Verges	Cllr Debney	Public Transport Rep	TBC	Neighbourhood Plan	All Councillors
Councillor in Charge of Finance	Cllr Fox																										
Footpaths	Walking Group																										
Kings Meadow and Recreation Ground	Cllr Gilgrass																										
Jubilee Pavilion	Cllr Baines																										
Highways	Cllr McGivan																										
Playground Reports	Rota																										
Millennium Wood Reports	Sue Myatt																										
Trustee to Fairthorne Memorial Trust	Nick Spencer																										
Mineral Strategy	Cllr Nielsen																										
Earth Trust	Cllr Debney																										
Grass Verges	Cllr Debney																										
Public Transport Rep	TBC																										
Neighbourhood Plan	All Councillors																										
10.	<p>Reports</p> <p>a) County Councillor's Report Cllr Robson congratulated Cllr Atkins on her re-election as County Councillor. Cllr Atkins reported that the Conservatives are working with two Independent Councillors to lead the County Council. Cllr Atkins has formed a group with another Independent Councillor and will sit on the Amelioration Committee.</p>																										

The application for gravel extraction at Cholsey is going forward and may be heard on 5th June. Cllr Atkins will visit the footpath on Mackney Lane and will investigate the movement of the path.

b) District Councillor's Report

None received.

c) Clerk's Report

The accounts have now been submitted to the internal auditor.

d) Planning Report

Ref	Description	PC Rec	Decision
P17/S1065/HH	Proposed and port and Store. Old Dairy House, Brightwell St	Approve	Granted
P17/S1141/HH	Proposed ground floor rear extension. 10 /11 Datchet Green	NSV	
P17/S1223/HH	Replacement of flat roof over part of the garage with a pitched roof. 7 Kings Orchard	Approve	

e) May Payments

Payee and reason	£ detail	£ VAT	£ total
L. Dalby – Clerk's Salary and Expenses	473.26		473.26
HMRC - PAYE	116.60		116.60
Tom Cottrell Landscapes – tree work Kings Orchard	160.00	32.00	192.00
Scofell Landscapes Ltd – tennis court moss treatment	240.00	48.00	288.00
John O'Conner – Grass cutting	499.73	99.95	599.68

f) Financial Report

The balance of the Current Account is £63,499.97.

g) N.P. report

Cllr Debney reported that the Examiner has visited the village. He has completed his first draft of comments which will be forwarded to the Parish Council to respond to.

Cllr Collett proposed that the Council engage Neil Homer to help respond to the Examiners comments. Seconded by Cllr Robson. Resolved unanimously.

11. **Matters for Discussion/Decision**

a) Playground Update

The working party will be applying to SODC and WREN for grants for the work and have set up a Crown Funding Site for the work.

It was agreed that the Parish Council will pay for the safety surface at King's Meadow to be renewed.

It was agreed to consider adult gym equipment at Shillingford.

b) Local Highway Authority Section 106 Bus Stop Provision

The Highway Authority have consulted the Parish Council on additional flags and signs for the bus shelters.

It was agreed that any available s106 money would be better spent on the new 20mph signage.

	<p>c) Management of Public Open Space at Little Martins The Public Open Space at Little Martins was discussed. It was agreed that the Parish Council would like to own and maintain the space. Proposed Cllr Collett. Seconded Cllr Baines Resolved unanimously.</p> <p>d) Brightfest – request for Donation and permission for fireworks Brightfest have requested a grant to cover part of the cost for the staging for the event. It was agreed to donate £500.</p> <p>The committee have requested permission to stage a short firework display at the end of the evening. It was agreed to give permission.</p> <p>e) Agree response to Local Plan The response to the Local Plan was agreed.</p>
12.	<p>Matters for report and inclusion on June’s Agenda</p> <ul style="list-style-type: none"> - Tree Preservation Orders - OCC have requested to put in additional drainage at the entrance to the recreation field. - The Donkey Sanctuary have requested permission to use the entrance to the Recreation Field for their annual Show Drive. Agreed. - There has been a request to use The Square for a Cake and Coffee Sale. Agreed. - Cllr Debney reported that the County Council are happy with the Parishes management of the verges. - The APM will take place on Tuesday 23rd May at 8pm.

It was agreed that the next meeting of the Council would take place on Tuesday 20th June 2017 at 7.30pm

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