

## BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL

### Minutes of the Parish Council meeting duly convened and held on 17<sup>th</sup> April 2018 at 7.30pm in the Church Room, Brightwell-cum-Sotwell

**Present:** Cllrs H. Baines (Chair), S. Jackson G. Gilgrass, C. Collett, A. McGivan, D. Fox and J. Debney.

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

1.	<b>Apologies for Absence</b> Apologies were received from Cllr S. Robson
2.	<b>Minutes of the meeting held on 20<sup>th</sup> March 2018</b> The minutes of the meeting held on 20 <sup>th</sup> February 2018 were agreed and signed by the Chairman.
3.	<b>Declarations of Disclosable Pecuniary Interest.</b> There were none.
4.	<b>Public Participation</b> Representatives from the Brethren Church showed council their latest plans for expanding their car park. Cllr Fox reported that the council would prefer bollard lighting and concerns were raised that the surface should not be block paving as the site is within the AONB.
5.	<b>Reports</b> a) County Councillor's Report I look forward to being able to advise Ed Vaizey's office about the date Parish Councillors would like to meet him to discuss concerns about the proposed changes to the NPPF. It was agreed Cllrs Fox and Debney would attend the meeting. Cllr Fox will contact District Cllr Murphy to discuss the NPPF Consultation. The Clerk will share the information with local councils.  Proposals for the way in which the OCC Councillor Priority Fund, of £15k per councillor, will be administered will be considered by the Cabinet on 17th April. The current proposals, which are very likely to be accepted, are shown at: <a href="http://mycouncil.oxfordshire.gov.uk/documents/s41507/CA_APR1718R08%20Councillor%20Priority%20Fund.pdf">http://mycouncil.oxfordshire.gov.uk/documents/s41507/CA_APR1718R08%20Councillor%20Priority%20Fund.pdf</a>  As the roads around the county continue in an appalling condition, I thought it might be helpful to circulate a guide recently sent to county councillors showing how defects are categorized. It's attached to this report.  Work to persuade Highways England of the many merits of a route to the north of Oxford for the Oxford to Cambridge Expressway continues.  While it's not local, Councillors may like to know (or perhaps would rather not know) that British Gas will be carrying out gas mains replacement works in Cowley Road in Oxford between the end of April and early September. That will undoubtedly affect access to Oxford from our side of the County, just to add to the fun of the daily commute for many.  b) District Councillors' Report No report.

c) Clerk's Report

The formal notification from the new external auditors that the Parish Council is required to submit its return by July 10<sup>th</sup> has been received.

Alison Wood and her team of litter pickers would like to formally become Parish Council volunteers as this brings them into the PC insurance. Mrs Wood has completed a risk assessment for SODC as the litter pickers have borrowed the kit from them. It was agreed to make the group volunteers of the Parish Council.

d) Planning Report

Ref	Description	PC Rec	Decision
P18/S0471/HH	Ground and first floor side extension. Haddon Lodge, Sires Hill	NSV	Withdrawn
P18/S0664/HH	Single storey extensions. Sotwell Hill Cottage, High Road	NSV	
P18/S0811/FUL	Parking Bays Greenmere		Withdrawn
P18/S0830/FUL	Retaining wall, canopy porchway internal works. Shillingford Bridge Hotel	NSV	
P18/S0863/FUL	Floodlights, Wallingford Sports Park	NSV	
P18/S0869/FUL	Re-site farm office & erection of car port. Sherwood House Farm	NSV	
P18/S0881/HH	Single storey rear and side extension. 69, Greenmere	NSV	

e) Agree April's Payments for approval

Payee and reason	£ detail	£ VAT	£ total
Printinco – APM poster printing	53.00	10.60	63.60
SODC – emptying dog bins	41.86	8.37	50.23
L. Dalby – Clerks salary and expenses	491.93		491.93
HMRC - PAYE	121.40		121.40
CFO - Subscription	55.00		55.00

6. **Matters for Discussion/Decision**

a) To discuss Playground Update

Two quotes have been received for the refurbishment at the recreation field and Cllr Baines is waiting for a third. The application to SODC will be submitted as soon as possible.

The Clerk is waiting for final confirmation from WREN of the grant for Kings Orchard.

b) To discuss Village Maintenance

The Clerk is to contact the Bethren and Wallingford School regarding the benches.

The phone box by the pub has been repaired and repainted. The other phone box also needs to be painted.

The Clerk will obtain quotes for painting the white gates.

Scofell is to return to the tennis courts to look at the moss killing.

The school will provide water for the courts and basketball area to be cleaned.

The Clerk will contact Mr Cottrell to discuss tree maintenance.

The bus shelter glass has once again been damaged. The Clerk will arrange for it to be deglazed.

c) To Agree Response to NPPF Consultation

Cllr Fox's response to the NPPF Consultation was approved and will be shared with local councils.

d) To Agree response to Planning Appeal P17/S2268/O Sotwell Manor Fruit Farm

It was agreed Cllr Fox would discuss the Councils response with Mr Homer and obtain a quote for his help.

e) To discuss creating an information leaflet and new website  
The Clerk will meet with a website designer based in the village.

f) To consider request from Brightfest for a donation  
It was agreed to donate £500.

g) To agree revised Jubilee Pavilion Committee Constitution  
Cllr Fox reported that the site belongs to the Charity of which the Parish Councillors are trustees. Until 2009 the Jubilee Pavilion Committee held a licence from the Parish Council. Since then the committee have been treated as a sub committee of the Parish Council.  
The revised constitution was discussed. It was agreed that further work needs to be done to before deciding the best way forward. Cllr Fox will discuss the revised constitution with Mr Sanger.

h) To plan Annual Parish Meeting  
The agenda was agreed.

7. **Matters for report and inclusion on May's Agenda**

- Apologies from Cllr Gilgrass and County Cllr Atkins

It was agreed that the annual meeting of the Council would take place on Tuesday 15<sup>th</sup> May 2018 at 7.30pm.

There being no further business the meeting was declared closed at 9pm.