

Brightwalton Parish Council

Full Council meeting

Monday 9th March 2026 7:30pm at Brightwalton Village Hall

All members of the council are hereby summoned to attend this meeting.

Open Session – there will be 10 minutes for questions from parishioners and WBC update at the start of the meeting.

Agenda

The following business will be transacted:

1. Apologies for absence and Declarations of Interest

To receive apologies for absence & declarations of Interest from Members of the Council.

2. Minutes of previous meeting

To approve the minutes of the meeting held on 12th January 2026.

3. West Berkshire District Councillor Clive Hooker

To receive an update.

4. Community Coordinator

(i) To receive an update.

(ii) To consider a request for funding for The ASPIRE (All Saints Project In Reaching Everyone) Project, towards the cost of adding wheels to pews, which will provide additional, versatile space for events and activities.

5. All Saints PCC

To receive an update.

6. Village Hall Committee

To receive an update.

7. IT Policy

Following review of a draft IT Policy at the last meeting, to give further consideration to adoption. The Annual Return has been updated with Assertion 10, and the Parish Council is required to have an adopted IT Policy in order to provide a positive response on the AGAR.

8. Planning

To note the following planning updates since the last meeting:

Application No.	Address	Details	BPC response	WBC determination
25/02105/FUL	Brightwalton Stud	Section 73 application to vary conditions 2, 7 & 19	Nil	Approved
25/02409/HOUSE	Bagatelle Southend	Conversion of single storey bungalow to chalet bungalow with rooms in rood	No Objection	Approved
25/02871/TPC	The Lawns	Lime Tree remove to ground level. Yew Tree crown lift to 3m Conifer Tree reduce by 2m	Not consulted	No objection raised

Brightwalton Parish Council Clerk – Mel Taylor

Email: clerk@brightwalton-pc.gov.uk

Signed: *Mel Taylor* 3rd March 2026

26/00019/LBC	Elm Cottage	Creation of new bathroom in existing room (currently used as a study)	No Objection	Awaiting decision
26/00223/COND	Brightwalton Stud	Approval of details reserved by Condition 7 Tree Protection & 11 CEMP	Not consulted	Awaiting decision
26/00414/TPC	Hope Cottage	S1 Sycamore with a deep cavity in the base within 5m of building and immediately next to oil tank. Remove to ground level	Not consulted	Awaiting decision
26/00417/TPC	Hope Cottage	Oak trees current height approx. 22m, reduce by 20%, crown raise to 3m	Not consulted	Awaiting decision
26/00418/TPC	The Lawns	Conifer hedge reduction, current height of hedge approx. 9m	Not consulted	Awaiting decision

9. Section 106 Housing

To receive any updates on efforts to ensure housing in the parish is allocated in accordance with associated Section 106 agreements.

10. Highways

To note any highway matters received from West Berkshire Council.

11. Finance

To receive a financial report for the months of January and February 2026, and to approve the following payments:

Payee	Amount	Invoice Number & Date	Due Date	Description
M Taylor	£250.88	n/a	28.02.2026	Clerk's Salary – February 2026
M Taylor	£250.88	n/a	23.03.2026*	Clerk's Salary – March 2026

* to ensure payment is cleared through the bank account before the end of the financial year on 31st March 2026

12. Tree work in the Old Churchyard

Following a site meeting with a tree surveyor, attended by Cllr Sayer, to approve expenditure of £650.00 to fell 2 dead trees in the Old Churchyard.

13. Play Area and Recreation Ground Repairs

To note the following play area and recreation ground remedial works have been carried out. Works agreed via email, as approved at the last meeting (Minute reference 01/2026/12):

(i) Reset wooden posts and fencing at entrance to recreation ground at a cost of £236.24.

(iii) Replace fence in play area at a cost of £1,182.39 (replacement of whole fence being the more financially viable option).

(iv) Replacement football goal net and hooks on order at a cost of £122.46.

14. Play Area Maintenance Plan

To consider a draft maintenance plan for the play area, requested at the last meeting (Minute reference 01-2026-13).

Brightwalton Parish Council Clerk – Mel Taylor

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Signed: *Mel Taylor* 3rd March 2026

15. Play Area Inspections

- i.** To consider any matters arising from play park inspections carried out by Cllr Agnew (January) and Cllr Delahunty (February).
March inspection to be carried out by Cllr Cooper, and April inspection by Cllr Goatley.
Completed inspection reports to be sent to the Parish Clerk.

- ii.** To consider a cost of £177 to supply and install anti-slip grips on the 'wobbly bridge' of the large climbing unit, as requested at the last meeting (Minutes reference 01-2026-13). To expand installation to include 2 climbing elements of the unit would be an additional £176.60.

16. Village Matters

- i.** To consider arrangements for the Spring Village Tidy.

- ii.** To consider whether any maintenance or improvement works are required to the War Memorial (such as repointing and installation of a hard surface at the front where it becomes muddy).

17. General Council Matters & Updates

- i.** To receive any updates from Councillors (for noting only).

- ii.** Articles for Brickleton News.

- iii.** Items for the next agenda.

18. Date of next meeting and Annual Parish Meeting

The next meeting will be held on Monday 11th May 2026 at 7.30pm.

To consider arrangements for the Annual Parish Meeting, to be held between 1st April and 1st June.