

BRIGHTWALTON PARISH COUNCIL

**Minutes of a meeting held on
Monday 8th September 2025 at 7.30pm
at Brightwalton Village Hall**

Present: Councillor Tim Wyatt (Chairman)
Councillors Annie Agnew, Mike Cooper, Christine Delahunty, Damien Goatley and Sue Sayers

In attendance: Mel Taylor (Parish Clerk)

Councillor Clive Hooker (West Berkshire District Councillor)
Katharine Moore (Community Coordinator)

Open Session: No questions or comments received and no members of public present.

09/2025/01 Apologies for absence and Declarations of Interest
There were no apologies for absence and no declarations of interest.

09/2025/02 Minutes of previous meeting
RESOLVED to approve and adopt the Minutes of the meeting held on 14th July 2025.

09/2025/03 West Berkshire Council – Councillor Clive Hooker
Councillor Hooker advised as follows:

- The next District Parish Conference would be held on 21st October 2025 and Councillor Hooker had requested that the topic of 'Planning – Material Considerations' be covered at this or a future conference.
- Members' Bid applications close on 13th October 2025 and allow a couple of weeks prior for the application to be reviewed. Successful applications could be awarded up to 70% of the project total.
- A pop-up library, funded by residents, was operating successfully in Leckhampstead. Councillor Nigel Foot was available to speak to any Parish Councils potentially interested in hosting a scheme.
- There had been several resignations at Hermitage Parish Council, resulting in the Council being inquorate and an extraordinary meeting of West Berkshire Council was being held to co-opt District Councillors to support the Parish Council.
- Western Area Planning Committee due to meet to consider the Newbury Town Centre redevelopment proposal.

Councillor Cooper joined the meeting (7.43pm)

09/2025/04 Village Coordinator
Katharine Moore (Community Coordinator) advised as follows:

- Youth Club had returned that evening following the summer break, with 11 attendees, this being the average attendance for this time of year, which was generally quieter.
- Future events and activities;
 - Halloween – burgers/hotdogs, trick or treating
 - Christmas Wreath making
 - Board games night
 - Astronomical night (at youth club, followed by open session for all)

Katharine was thanked for the update and left the meeting

09/2025/05 All Saints PCC

The Church had suffered vandalism at the beginning of July, where parts of the alabaster carving had been snapped off. Recent months had also seen food and drink waste being found under the altar and coffee taken from the kitchen. The incidents had been reported to the Police and permission to repair the carving was being sought from the Diocese of Oxford. Installation of CCTV was being assessed.

09/2025/06 Village Hall Committee

No updates to report, next meeting the following week.

09/2025/07 Dates of meetings for the municipal year 2025/26**RESOLVED**

that meetings for the remainder of the municipal year 2025/26 would be held on 10th November 2025, 12th January 2026, 9th March 2026 and 18th May 2026.

09/2025/08 Village Housing

Councillor Goatley reiterated Council's concern that some local housing, that was subject to Section 106 agreements intended to prioritise those with established ties to the area, appeared not to have been fully reflected in some allocations, despite there being local interest in the housing and the Parish Council having submitted recommendations. It was agreed that the Parish Council should press the relevant authorities to adhere with housing policies.

09/2025/09 Transitioning to '.gov.uk' email domain

Council considered a report from the Parish Clerk explaining updated audit guidelines requiring Councils to have an authority owned domain for email communication.

RESOLVED

to purchase the domain Brightwalton-pc.gov.uk at an annual cost of approximately £100 with the first year's cost covered by government funding.

09/2025/10 Play Area Repairs

Council considered costs for repairs highlighted in the annual play area inspection carried out in April 2025.

RESOLVED

(i) to approve expenditure of up to £2,500 and to issue a work order to Infinity Playgrounds for repairs to the Climbing Frame and Junior Swing at a cost of £1,545, and to pursue the purchase of play bark for the Climbing Frame and Multiplay Unit, engaging the Council's maintenance contractor to spread.

(ii) to apply for a West Berkshire Council Members' Bid for the maintenance costs.

09/2025/11 Payments to HMRC**RESOLVED**

to set up a Direct Debit for payments to HMRC to ensure PAYE payments were made on time.

09/2025/12 Planning

The following planning updates were noted:

| Application | Address | Proposal | BPC response | WBC decision |
|-----------------|--------------------------------|--|---------------|--------------|
| 25/01278/REG4 | Brightwalton Primary School | Fencing and gates – retrospective | No Objections | Approved |
| 25/01745/FULMAJ | Land opposite Nightingale Farm | Erection of an agricultural barn, extension to an agricultural barn, a combined agricultural laboratory and administrative building, agricultural workers accommodation with associated infrastructure and landscaping | No Objections | Awaited |

Councillor Hooker left the meeting

09/2025/13

Highways

It was noted that West Berkshire Council had advised that a section of Holt Lane (The Green) would be closed on 22nd September 2025, 07:00hrs to 19:00hrs for the purpose of Machine Patching.

09/2025/14

Finance

Financial reports for July and August 2025 were noted, and signed by the Chairman (appendix I).

Bank Balances as at 31st August 2025:

Current account £4,923.71

Savings Account £9,998.91 (includes £2,670.60 CIL Balance)

Community Account £10,100.98

RESOLVED

to approve the following payments:

| Payee | Amount | Invoice Number & Date | Description |
|---------|---------|-----------------------|--|
| Scofell | £317.29 | 36759, 31.07.2025 | Grounds Maintenance contract - July 2025 |
| Scofell | £317.29 | 37004, 31.08.2025 | Grounds Maintenance contract – August 2025 |

RESOLVED

to approve expenditure of £35 for a Remembrance wreath for the village War Memorial.

09/2025/15

Play Park Inspections

The following play area inspection rota was noted:

September - Councillor Cooper, October - Councillor Goatley, November - Councillor Wyatt. Councillors were reminded to send completed park inspection reports to the Parish Clerk.

09/2025/16

General Updates

It was agreed that this year's annual pre-Remembrance clean-up would be on Sunday 19th October. Councillor Wyatt to draw up a list of jobs.

It was agreed to submit the following items for the next issue of the Brickleton News:

- Village Clean-Up on 19th October
- Leckhampstead Pop-Up Library

Items for the next agenda:

- Christmas Tree
- Grass cutting quotes for a new 3-year contract, commencing 2026
- Vandalised bench in the recreation ground
- Football nets repair

09/2025/17

Date of next meeting

Monday 10th November 2025 at 7.30pm.

The Chairman declared the meeting closed at 9.09pm

Signed: _____ Date: _____