Brightwalton Parish Council

Full Council meeting

Monday 13 July 2026, 7:30pm at Brightwalton Village Hall

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

Agenda

1. **Apologies for absence**
   To receive apologies for absence from Members of the Council.

2. **Declarations of Interest**
   To receive declarations of interest from Members of the Council.

3. **Minutes of previous meeting**
   To approve the minutes of the meeting held on 11 May 2026.

4. **Open Forum**
   To receive any questions, comments, or representations from parishioners. This agenda item will be for a maximum of 10 minutes. No decisions can be made by the Council during open forum.

5. **West Berkshire District Councillor Clive Hooker**
   To receive an update from Cllr Hooker.

6. **Community Coordinator**
   To receive an update from the Community Coordinator, Katherine Moore.

7. **All Saints PCC**
   To receive an update from All Saints PCC.

8. **Village Hall Committee**
   To receive an update from Brightwalton Village Hall Committee.

9. **Planning**
   To note the following planning updates since the last meeting:

Application No.	Address	Details	BPC response	WBC determination
26/00721/COND	Brightwalton Stud	Application for Approval of Details Reserved by Conditions 9, 14 & 17	Not consulted	Refused
26/00867/NONMAT	Brightwalton Stud	Application for a non-material amendment of condition 4	Not consulted	Withdrawn by applicant
26/00902/HOUSE	Killybegs	New 1st floor window	No objection	Approved
26/00919/COND	Elm Cottage	Application for Approval of Details Reserved by Condition 3 (external services) of planning permission 26/00018/LBC	Not consulted	Approved
26/00942/FUL	Brightwalton Stud	Section 73 application to vary condition 4 'occupation restriction' of planning permission 25/02105/FUL	Nil	Refused
26/01000/CERTP	Northwood	Placing caravan in the rear garden (for occasional use as a home office), replacing the existing treehouse	Not consulted	Approved

Brightwalton Parish Council Clerk – Mel Taylor
Email: clerk@brightwalton-pc.gov.uk
Signed: *Mel Taylor* 07 July 2026

10. Scheme of Delegation

To consider adoption of a Scheme of Delegation relating to responding to planning applications between meetings.

11. Section 106 Housing

To receive any updates regarding local housing matters that are subject to Section 106 local connection agreements (Cllr Goatley).

12. Financial

a) Financial Report

To receive a financial report for the period 01 April 2026 – 30 June 2026.

b) Payments

To approve the following payments due and payments made since the last meeting:

Payee	Amount	Invoice Number & Date	Due Date	Date Paid	Description
Diocese of Oxford	£579.00	20575 24.06.2026	24.06.2026		Rent for year ending 23.06.2027
Brightwalton Village Hall	£44.00	INV192 23.06.2026	Not stated		Hall hire for Youth Club 23 March – 11 May 2026
Cloud Next	£19.17	203060	02.04.2026	07.04.2026	Renewal of Brightwalton.org.uk domain
Foxes Tree Service	£780.00	5974 01.04.2026	08.04.2026	07.04.2026	Tree work in the Old Churchyard
Claire Connell	£160.00	2219 11.05.2026	11.06.2026	26.05.2026	Internal Audit 2025/26
ICO	£47.00	000f84a6060b 07.05.2026	16.05.2026	28.05.2026	Data protection registration 2026/27
Imprint Colour	£84.00	25016 27.05.2026	27.06.2026	01.06.2026	Printing Brickleton News
Rik Boler (L.Griffin)	£37.50	PC0526 30.05.2026	Not stated	01.06.2026	Installing replacement goal net

c) Insurance Renewal

Renewal of the Parish Council's insurance for the year 2026/27 was due on 01 July 2026. As agreed at the last meeting, the following quotes were obtained and shared via email with the Chairman and Vice Chairman, and it was agreed to renew the policy with Zurich:

Current Policy – Zurich	£396.10
Zurich	£403.00
Ansvar	£418.74

13. Parish Council Website

Following notification at the last meeting that the Parish Council's website is non-compliant with accessibility requirements, to consider the following costs for development of a new website (not commercially sensitive):

Parish Online	£350
Aubergine	£499
Parish Council Websites	£569

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14. **Play Area Inspections**

i. To consider any matters arising from play park inspections carried out by Cllr Wyatt (May) and Cllr Sayers (June).
Completed inspection reports must be sent to the Parish Clerk.

ii. To receive an update from Cllr Goatley on installation of anti-slip grips on the large climbing structure.

15. **WBC Winter Service Plan 2026-27**

To receive notification that West Berkshire Council is consulting on its Winter Service Plan 2026/27. There are no proposed amendments to the 2025/26 Plan relating to Brightwalton.

16. **Village Matters**

i. To consider any feedback following the working group tidy of the Old Churchyard on 14 June.

ii. To confirm whether to proceed with a proposal to scatter wildflower seeds in the Old Churchyard in the autumn.

iii. To receive an update on connecting with volunteers to undertake maintenance / improvement works at the War Memorial, such as repointing and installation of a hard surface at the front where it becomes muddy (Cllr Wyatt).

If it is not possible to engage with volunteers to undertake the work, the War Memorials Trust provide advice on conservation, guidance on cleaning and repairs, and grant funding (50%).

iv. A reminder that West Berkshire Countryside Society are providing a working party on Tuesday 08 September to clear excess bullrush from Dunmore Pond, fell dead ash trees, clear bramble and [if materials can be sourced] construct a boardwalk to provide access around the pond all year. Local volunteers are encouraged to join.

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**

The next meeting will be held on Monday 14 September 2026 at 7.30pm at Brightwalton Village Hall, followed by:
Mondays 09 November 2026, 11 January 2027, 08 March 2027 and 10 May 2027.

19. **Exclusion of Press & Public**

Due to the commercially sensitive nature of the business to be transacted, to resolve to exclude press and public from the meeting.

20 **Play area repairs and maintenance**

To consider quotes for play area repairs and maintenance.

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