

## BRIGHTWALTON PARISH COUNCIL

Meeting Held on Monday 14<sup>th</sup> January 2019 at 8.00pm in the Village Hall

### Present

|             |            |               |            |
|-------------|------------|---------------|------------|
| Shaun Orpen | Chairman   | Jackie Boxall | Councillor |
| Mike Cooper | Councillor | Polly Swann   | Councillor |
| Sue Sayers  | Councillor | Sarah Youldon | Clerk      |
| Tim Wyatt   | Councillor | John Draper   | PCC        |

### Apologies Received

|                    |                        |              |                          |
|--------------------|------------------------|--------------|--------------------------|
| Anna Britnor-Guest | Village Hall Committee | Clive Hooker | Downland Ward Councillor |
|--------------------|------------------------|--------------|--------------------------|

|   | Action   |
|---|--|
| <ul style="list-style-type: none"> <li>▪ <b>Minutes:</b> The meetings from the November meeting were agreed and signed as an accurate record.</li> <li>▪ <b>Declaration of Interests:</b> There were no declarations of interest.</li> </ul>  | Resolved   |
| <b>PCC &amp; APSIRE Project Update</b>  |  |
| <ul style="list-style-type: none"> <li>▪ Reverend Mary Harwood has now retired; her leaving service was well attended, as were the Christmas services.</li> <li>▪ Final documents are being prepared ready for submission to the DAC; it is hoped permission will be granted within the next 3-4 months.</li> <li>▪ Fundraising has been going well with around 30% of the requirement already raised. Plans are underway for the next event which will be an Open Garden event.</li> <li>▪ The Old School House, which is held in Trust by the Churchwardens, is currently undergoing refurbishment. Un-known to many, the profits raised from the rental of this property go to the benefit of Brightwalton Education. J Draper to write up with a little more background for the Brickleton News.</li> </ul>   | JD   |
| <b>Matters Arising</b>  |  |
| <ul style="list-style-type: none"> <li>▪ <b>Public Rights of Way:</b> A sub-committee of 4 Councillors was agreed with the objective of looking to improve the bridleway network through the parish and linking to neighbouring bridleways. Sub-committee to report back at the March meeting.</li> <li>▪ <b>Tree Maintenance:</b> WBC have confirmed that there are already tree protection orders in place on historic Oak trees lining the boundary between the gardens and farmland at the rear of Saxons Acre. The tree officer did not see a need to extend this further at this time.</li> <li>▪ <b>Old Churchyard:</b> The cutting back of branches over the neighbouring barns at the Old Churchyard has not yet been completed, S Youldon to contact Scofell to negotiate on existing quote. S Orpen to contact two alternative contractors for quotes. Agreed that the cutting back of the lower branches on the 7 Lime Trees against the front wall would be completed at the same time. Funds to come from the CIL money received in October.</li> <li>▪ <b>Tree Planting:</b> 135 saplings have been secured free of charge from the Woodland Trust. They are due for delivery mid-march. Priority is to fill in the gaps in the hedge surrounding the playing field. Additional saplings can then be planted all around the village. Working party will be required, arrangements to be made at the March meeting. S Youldon to contact the school in the meantime to request their involvement in the project.</li> <li>▪ <b>Playing Field:</b> Large amount of Cricket Club kit remains in the corner of the playing field following the clubs closure. S Youldon to contact ex-Cricket Club Chair and ask what the plans are for these items.</li> <li>▪ <b>Playground Maintenance:</b> Agreed that the junior swings need replacing in the playground, along with the timber surround of the large climbing frame. Initial quotes obtained, S Youldon to obtain further quotes and feedback. Agreed that a Parish Plan grant should applied for as a contributory, with the remaining monies coming from the CIL funds received in October.</li> <li>▪ <b>Brickleton News Articles:</b> S Sayers to put together some additional historic information and photos to add to the article on The Old School House. J Boxall to write up note of the Royal British Legion poppy collection.</li> </ul> | <p style="text-align: center;">SO, SS, PS<br/>&amp; JB</p> <p style="text-align: center;">Resolved</p> <p style="text-align: center;">SO, SY</p> <p style="text-align: center;">SY</p> <p style="text-align: center;">SY</p> <p style="text-align: center;">SY</p> <p style="text-align: center;">SS, JB</p> |

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|--|---|
| <b>Finance</b>   |   |
| <p>Current account balance as of the 10/01 £9,296.33 Business account balance is £4,537.88. This includes the following transactions:</p> <ul style="list-style-type: none"> <li>▪ Transfer from Business account from S106 money for Old Churchyard Trees £206.53</li> <li>▪ Village Hall contribution towards playing field mowing received of £250.00</li> <li>▪ Chq 200017 29/11 – Imprint – November Brickleton News £65.00</li> <li>▪ Chq 200018 30/11 – C Austin – website hosting £162.00</li> <li>▪ SO 04/01 – S Youldon Clerk October to December wages £419.04</li> <li>▪ SO 04/01 – HMRC Q3 PAYE £104.60</li> </ul> <p>VAT return to be completed end of January.<br/>Request signed to transfer the £2,640.00 CIL money to the Savings Account.</p> <ul style="list-style-type: none"> <li>▪ <b>2019/20 Precept:</b> Councillors reviewed forecast for 2019/20. Mowing costs remain the same for 19/20, but there are some increases in expenditure and additional items, including election costs and audit fees. It was noted that forecasted costs for the following year were also expect to increase. An indication of Precept levels for neighbouring parishes was provided by WBC and showed that Brightwalton was in line with its neighbouring Councils. Councillors agreed that it was important that the precept meets the day to day expenditure of the Parish Council so that Reserves can be kept for projects. For the coming year this required an increase of 3%. Precept agreed at £6,695, S Youldon to submit request to WBC.</li> </ul> | <p style="text-align: center;">SY</p> <p style="text-align: center;">Resolved</p>                                       |
| <b>Questions from Parishioners</b>   |   |
| <ul style="list-style-type: none"> <li>▪ <b>Land behind Butts Furlong:</b> It has been reported that there is an increase in items being left behind several of the houses on Butts Furlong. Initial letter to be sent to residents requesting that this removed. S Youldon to draft, S Orpen &amp; T Wyatt to review.</li> <li>▪ <b>Creation of Off Road School Parking:</b> As agreed the PC contacted Thames Water requesting an area of its land to create off road parking for the school. Thames Water responded that the land could not be used as it contains large underground pipework and is required for ongoing access of vehicles and lifting equipment.</li> </ul>  | <p style="text-align: center;">SY, SO &amp;<br/>TW</p> <p style="text-align: center;">Resolved</p>                      |
| <b>Any Other Business</b>  |   |
| <ul style="list-style-type: none"> <li>▪ <b>Elections:</b> Councillors were reminded that the Parish / Town Elections take place on the 2<sup>nd</sup> May. Notice of elections will be published on the 15<sup>th</sup> March which starts the nomination process. All Councillors wishing to stand again need to complete and submit applications by the 3<sup>rd</sup> April.</li> <li>▪ <b>Polling Stations:</b> Consultation document received from WBC regarding Polling Stations, no changes for Brightwalton, no comment to be made.</li> <li>▪ <b>Water Leak:</b> It was noted that there is a significant water leak on Holt Lane near the turning to Pudding Lane. Water is currently running down the road, S Youldon to check this has already been reported and is being treated as urgent. Concern raised that should this freeze it would be extremely hazardous.</li> <li>▪ <b>Road Signs:</b> It was noted that a number of road signs around the Parish need re-securing. S Youldon to put together a list and submit to highways.</li> </ul>   | <p style="text-align: center;">Resolved</p> <p style="text-align: center;">SY</p> <p style="text-align: center;">SY</p> |

**Meeting Closed at 9.55pm**

**The 2019 meetings will be held:**

11<sup>th</sup> March, 13<sup>th</sup> May, 15<sup>th</sup> July, 16<sup>th</sup> September and 11<sup>th</sup> November.