

BRIGHTWALTON PARISH COUNCIL

Meeting Held on Monday 16th July 2018 at 8.00pm in the Village Hall

Present

Jackie Boxall	Acting Chair	Polly Swann	Councillor
Mike Cooper	Councillor	Sarah Youldon	Clerk
Tim Wyatt	Councillor		

Apologies Received

Clive Hooker	Downlands Ward Councillor
Shaun Orpen	Chairman

	Action
<ul style="list-style-type: none"> ▪ Minutes: The meetings from the two May meetings were agreed and signed as a correct record of the meetings. ▪ Declaration of Interests: J Boxall declared an interest, as a neighbour, in the planning application for Laguna House and abstained from the vote. 	Resolved
Matters Arising	
<ul style="list-style-type: none"> ▪ Old Churchyard Tree Maintenance: Following discussions at the May meeting, 3 quotes had now been obtained for the four areas of tree work at the Old Churchyard. Permission for the work had also now been received from West Berkshire Council. Councillors agreed that the deadwood from the crown of the 4 Lime trees should be addressed as the most urgent matter. The quote of £1,200 was accepted and would be paid for using the £500 budgeted, plus £206 S106 funds with the remaining funds coming from PC savings. S Youldon to instruct for the work to go ahead. Councillors agreed with the removal of the overhanging branches of the 2 Lime trees, discussion to be held with the neighbouring property regarding the funding of this work - S Youldon and S Orpen to arrange a meeting. The requested removal of the 3 Pine trees with a cost of £660 was considered as not urgent as they are healthy trees, to be discussed further with neighbouring land owner. The removal of the lower branches of the 7 Lime trees against the front wall was considered as necessary but not urgent. The quote for this was £661, S Youldon to add to the budget for discussions next January. ▪ Annual Report from District Councillor – Clive Hooker: Cllr Hooker sent his apologies along with a summary for the past year. Summary included a report on WBC finances, continuation of devolution of services to Parish Level, update on Social and Educational services, waste collections, planning and highways. The full report will be uploaded to the village website. ▪ Village Hall Issues: S Youldon had received a report from the VHC regarding vandalism that had taken place a few weeks ago. Several people had climbed on to the hall roof, broken roof tiles and thrown some tiles to the ground. The damage was considerable and the process of making repairs was underway. The VHC had reported the incident to the police, who were very much aware of a group that had been seen meeting at other Village Halls locally, specifically Chieveley where extensive damage had been done to the Cricket nets. Investigations had been made on the installation of CCTV, as recommended by the Police. It was agreed that J Boxall and S Youldon would see if there are any grants available to help assist the committee with the installation. Councillors also agreed that it would be worth making contact with neighbouring village halls, as it appears that the problem moves from one village to the next. S Youldon to feedback to the VHC. ▪ Village Housing: Following concerns raised earlier in the year, S Youldon reported that contact had been made with both Housing Associations. The Butts Furlong contract with Southern Housing states that the PC does not have to be informed of the applicants village connections prior to a housing swap taking place but they have confirmed that there are systems in place to ensure that the appropriate checks are carried out when an application is received. The Dunmore Meadows contract with A2 Dominion is a more comprehensive agreement and does give the right for the PC to review and validate applications prior to a housing swap being accepted. Their system has been updated and the Clerk has been made the point of contact for 	<p>SY, SO</p> <p>Resolved</p> <p>JB, SY</p> <p>Resolved</p>

<p>this process. Whilst investigating the matter of housing swaps, the PC was also notified of an instance where a tenant had been offered the opportunity to purchase a property at Dunmore Meadows. The contract clearly states that there is no right to buy on any of these houses, A2 Dominion apologised for the error and were updating their systems and putting this right. WBC has also been informed of the error made.</p> <ul style="list-style-type: none"> ▪ Pre-Fete Pop Up Drinks: This event had been successful and a balance of the pop up drinks float was awaited. Prior to the event, permission had been granted for the a outdoor speaker to be purchased at a cost of £199.99, with money coming from the Pop Up Drinks fund held (£402.31) S Youldon to organise for the speaker to be stored safely and raise a cheque for reimbursement of the purchase. ▪ Brightwalton Website: T Wyatt had been discussing the possibility of linking the village website with the village Facebook group, with the website creator. It was found that a Facebook post could be linked to the website news blog, but this could not happen the other way round as the Facebook page is a closed group. S Youldon to try with the next event posting. ▪ Highways Update: The issue with flooding near the junction towards The Paddocks had been looked at by WB Highways, they reported back that further investigation is required as there is no simple solution. Although it was agreed that ensuring the roadside gullies were clear could help minimise the flooding. Matter is to be left with the highways team. WB Highways had agreed to look at the installation of the vehicle activated junction warning sign at Brightwalton Holt on the B4494 in the autumn this year. S Youldon asked Councillors if this request should continue to be pursued, all in agreement, S Youldon to follow up. Also noted that one stretch of hedge on the inside of the bend still needs cutting back – J Boxall to check on landowner. WB Highways had sent a consultation to Parish Councils on the Winter Planning detailing the gritting and snow clearance routes. No changes had been made from the previous year; the PC agreed that no comment was required. S Youldon to add grit bins to the September agenda. ▪ 100th Anniversary for Armistice Day: The PC had been informed of the PCC plans for bell ringing and a trumpeter to play The Last Post to mark the 100th anniversary on the 11th November. PCC had asked if the PC had any further plans, no plans in place at present, but the PC were open to ideas. S Youldon to report back to the PCC. ▪ 2018 Working Party: Date for the annual working party agreed as Sunday 30th September 10 till 1. S Youldon to post notice in the Brickleton News, list of tasks to be put together at the September PC meeting. 	<p>Resolved SY</p> <p>SY</p> <p>Resolved</p> <p>SY</p> <p>Resolved</p> <p>SY</p> <p>SY</p>
Planning	
<ul style="list-style-type: none"> ▪ 18/01414/HOUSE – Laguna House, Brightwalton Holt – Proposed extension and alterations works, including new detached garage and car port. PC reviewed plans and agreed a response of No Objections. S Youldon to notify WBC. ▪ 18/0118/HOUSE – Old Trees, Brightwalton – Proposed removal of existing roof and new first floor and roof erected, proposed rear single story extension, removal of existing flat roof with a replacement pitched roof. Internal alterations to include annexe. The PC had requested further information on the application and follow receipt agreed a response of No Objections. Confirmation received that this application had been granted by WBC. 	<p>SY Resolved</p> <p>Resolved</p>
Finance	
<p>Current account balance as of the 16/07 £8,485.32 Business account balance is £4,739.70 The current account balance includes £402.31 of Pop Up Drinks float This following payments have been made: Chq 708 29/05 – Imprint May Brickleton News £65.00 Chq 709 08/06 – Came & Company PC insurance renewal £354.49 Chq 710 26/06 – Replacement cheque for 685 ASPIRE Donation from Concert £279.34 SO 04/07 – S Youldon Clerk Wages Apr to June £419.04 SO 04/07 – HMRC Clerk PAYE Q1 £104.60</p>	

<p>The following cheques were written at the meeting: Chq 200001 16/07 – Diocese of Oxford Field & Hall Rental £549.60 (inc £91.60 VAT) Chq 200002 16/07 – Scofell Landscapes, April, May, June Mowing £671.11 (inc £111.85 VAT) In line with the auditors suggestion a new counterfoil cheque book had been requested and received, allowing for the cheque stubs to be initialled. Cheque 100685 had been reported as lost, and has been cancelled with the bank at a charge of £12.50 Councillors approved quote of £59.90 for the replacement of the expired defibrillator consumables. S Youldon to organise. It was noted that the some maintenance and equipment replacement will be necessary next year in the village playground. S Youldon to add to the budget for discussion in January.</p>	<p>Resolved</p> <p>SY</p> <p>SY</p>
Any Other Business	
<p>Village Verges: It was raised that the verges in the village had not been cut back yet this year, making it very difficult in some of the lanes to see vehicles coming in the other direction and indeed walkers/cyclist. S Youldon to follow up with highways.</p> <p>Village Signs: It was noted that many of the village road signs needed to be cut around and cleaned. T Wyatt offered to carry out some work over the coming weeks, agreed that a notice should be placed in the Brickleton News asking residents to look after those near their houses.</p> <p>Travellers: S Youldon reported that WBC had been notifying Parish Councils of the large number of travellers in West Berkshire currently. S Youldon to post notice in Brickleton News for residents to be vigilant and ensure land is secured where possible.</p>	<p>SY</p> <p>SY</p> <p>SY</p>

Meeting Closed at 9.20pm

The remaining 2018 meetings will be held:

10th September and 12th November.