Minutes of a meeting of
BRIGHTWALTON PARISH COUNCIL
held on Monday 13 July 2026 at 7.30pm
at Brightwalton Village Hall

Present: Cllr Annie Agnew, Cllr Christine Delahunty, Cllr Damien Goatley, Cllr Sue Sayers and Cllr Tim Wyatt (Chairman)

In attendance: Mel Taylor (Parish Clerk)
Councillor Clive Hooker (West Berkshire District Councillor)
Katherine Moore (Community Coordinator)
Anna Britnor Guest (Village Hall Committee)

07/2026/01 APOLOGIES FOR ABSENCE
An apology for absence was received from Cllr Mike Cooper.

07/2026/02 DECLARATIONS OF INTEREST
There were no declarations of interest.

07/2026/03 MINUTES OF PREVIOUS MEETING
RESOLVED to approve the Minutes of the meeting held on 11 May 2026 as a true and accurate record.

07/2026/04 OPEN FORUM
There were no comments from those present and no questions had been received.

07/2026/05 WEST BERKSHIRE COUNCIL – COUNCILLOR CLIVE HOOKER
Cllr Hooker reported that only one parish within the Ward had applied for funding from the recent round of Members' Bids, with Great Shefford being awarded funding for a defibrillator.
The outcome of the proposed Ridgeway Council submission under Local Government Reorganisation was expected on 16 July. The next election would be in May 2027.
Cllr Hooker's recent newsletter had been circulated to Councillors.

Councillors thanked Cllr Hooker for the update.

07/2026/06 COMMUNITY COORDINATOR
a) Katherine Moore (Community Coordinator) updated as follows:

Youth Club was now closed for the summer holidays. Numbers continued to be low. Sessions would move to 5.30pm – 6.30pm for the September – December term.
Some planned activities at the Waterside Centre in Newbury had not been possible due to difficulties in communication with Berkshire Youth.
The proposed Bikeability sessions had not been possible as the provider was no longer running the sessions.
A new room was now available in the Church.

Councillors thanked Katherine for the update.

07/2026/07 ALL SAINTS PCC
The was no update.

07/2026/08 VILLAGE HALL COMMITTEE

Anna Britnor Guest, Secretary of the Village Hall Committee, reported that the Committee was looking for a new volunteer Booking Co-ordinator.
Loose slabs outside had been fenced off to prevent access and would be repaired once the pre-school had finished for the summer.
An audit of keys was being carried out.
The pre-school had enquired on defibrillator instructions and training.
Renewable energy was being investigated as part of the replacement boiler project, with a full energy assessment due to be carried out in August. Various heating options were being considered.
A celebration was being planned for December to mark the 50th anniversary of the 'front / old' hall, and volunteers were needed.
Action: Cllr Delahunty to speak to a known contact regarding defibrillator instructions and training, to be shared with hall hirers and via the Brickleton News.

Katherine Moore and Anna Britnor Guest left the meeting

07/2026/09 PLANNING

The following planning updates were noted:

Application	Address	Proposal	BPC response	WBC decision
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

07/2026/10 SCHEME OF DELEGATION

Councillors reviewed a Scheme of Delegation relating to responding to planning applications between meetings.

RESOLVED to adopt the Scheme of Delegation, as presented.

07/2026/11 SECTION 106 HOUSING

Cllr Goatley reported that a meeting with West Berkshire Council Officers and the Chairs of Chaddleworth, Leckhampstead, Peasemore and Brightwalton Parish Councils was still trying to be coordinated. Cllr Goatley had not received responses to emails sent to Chaddleworth and Leckhampstead.
ACTION: Parish Clerk to confirm correct email addresses for Chaddleworth and Leckhampstead Chairmen and inform Cllr Goatley

07/2026/12 FINANCE

a) Financial Report

A financial report for the period 01 April 2026 to 30 June 2026 was noted.

b) Payments

RESOLVED to approve the following payments and note 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, quotes were obtained and shared via email with the Chairman and Vice Chairman, and it was agreed to renew the policy with Zurich. Quotes received as follows:

2025/26 Policy – Zurich	£396.10
Zurich 2026/27	£403.00
Ansvar 2026/27	£418.74

Cllr Hooker left the meeting

07/2026/13 PARISH COUNCIL WEBSITE

Following notification at the last meeting that the Parish Council's website is non-compliant with accessibility requirements, Council considered the following costs for development of a new website:

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

Action: to submit a Members' Bid application when West Berkshire Council next opens applications, expected to be later in the year.

07/2026/14 PLAY AREA INSPECTIONS

There were no matters arising from play park inspections.

07/2026/15 WEST BERKSHIRE COUNCIL WINTER SERVICE PLAN 2026/27

It was noted that West Berkshire Council was consulting on its Winter Service Plan 2026/27. There were no proposed amendments to the 2025/26 Plan.

07/2026/16 VILLAGE MATTERS

i. Following the working group tidy of the Old Churchyard on Sunday 14 June, the debris was still onsite and needed to be cleared. It was agreed to hold another working group in the autumn. Thanks to the villagers who joined Councillors.

ii. It was agreed not to pursue a proposal to scatter wildflower seeds in the Old Churchyard this autumn.

iii. It was noted that the War Memorials Trust provide advice on conservation, guidance on cleaning and repairs of War Memorials, and [50%] grant funding.

iv. West Berkshire Countryside Society would be 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 encouraged to join.

07/2026/17 GENERAL COUNCIL MATTERS & UPDATES

i. The Downland Practice had issued an update explaining that significant funding reductions, including an £80,000 cut to core funding and loss of a £12,000 income stream, meant they could no longer absorb financial pressures. Patients may see changes to service delivery and appointment organisation, though essential clinical care would remain prioritised.
Action: Parish Clerk to seek an update from Downland Practice

ii. Articles for Brickleton News
Dunmore Pond working group on 08 September.
Defibrillator instructions.

iii. Items for the next agenda
Salt bin preparedness for winter.

07/2026/18 DATE OF NEXT MEETING

Monday 14 September 2026, 7.30pm at Brightwalton Village Hall, followed by:
Mondays 09 November 2026, 11 January 2027, 08 March 2027 and 10 May 2027.

07/2026/19 EXCLUSION OF PRESS & PUBLIC

RESOLVED that, due to the commercially sensitive nature of the business to be transacted, to exclude press and public from the meeting.

07/2026/20 PLAY AREA REPAIRS AND MAINTENANCE

Costs had been obtained for play area remedial repairs, as well as a safety surface upgrade for the large climbing unit. Due to funding pressures, it was agreed that upgrading the safety surfacing would need to be deferred to a future budget, and closing the unofficial access and installing self-closing gate springs should wait until budget availability was identified.

RESOLVED to proceed with repair of the junior swing at a cost of £512, and to top up the rubber chippings around the large climbing unit at a cost of up to £4,000.

The Chairman closed the meeting at 9.02pm.

Signed: _____ Date: _____