Minutes of a meeting of
Brightwalton Parish Council
held on Monday 14 September 2026 at 7.30pm
at Brightwalton Village Hall

Present: Cllr Annie Agnew, Cllr Christine Delahunty 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)
Sam Stockwell (local football manager)

09/2026/01 APOLOGIES FOR ABSENCE
Apologies for absence were received from Councillors Mike Cooper, Damien Goatley and Sue Sayers.

09/2026/02 DECLARATIONS OF INTEREST
There were no declarations of interest.

09/2026/03 MINUTES OF PREVIOUS MEETING
RESOLVED to approve the Minutes of the meeting held on 13 July 2026 as a true and accurate record.

09/2026/04 OPEN FORUM
A resident expressed opposition to a proposal being considered at the meeting (minute reference 09/2026/6b) to fund the purchase of wheels for pews in the Church from the Parish Council precept. It was confirmed that should the proposal be supported by the Parish Council, funding would not be from the precept.

09/2026/05 WEST BERKSHIRE COUNCIL – COUNCILLOR CLIVE HOOKER
Cllr Hooker reported that creation of Ridgeway unitary authority, under Local Government Reorganisation, had been put on hold whilst government reviewed proposals. As a result, local elections would be expected to go ahead in May 2027. West Berkshire Council's Scrutiny Committee was due to have its annual meeting with Thames Water and the Environment Agency, along with the District Councillor for Ridgeway Ward, regarding flooding, rising sewage and dispersal of sewage into rivers.

Councillors thanked Cllr Hooker for the update

09/2026/06 COMMUNITY COORDINATOR
a) Katherine Moore (Community Coordinator) updated as follows:

Youth Club returned from the summer break the previous week, attendance was low in the first week but this week had welcomed new members. A Halloween party and 'trick or treating' was planned and open to everyone. Following the success of last year, a Christmas wreath making workshop would be organised again this year.

Councillors thanked Katherine for the update

b) Councillors considered a request for funding of up to £352 for the installation of wheels on pews in the Church to provide more flexible use of the space, as only a small area at the rear of the church was currently usable for activities. Some funding from the ASPIRE project funding would be used towards the total cost. **Action: Katherine Moore to confirm how much funding was available from the ASPIRE project funding and the Parish Clerk to check the criteria of the ASPIRE grant application as provision of a flexible space was a key objective of the project.**

09/2026/07 ALL SAINTS PCC

Renovations were complete with ironwork installed between the upstairs room and the rest of the church. The vestry now consisted of rooms on two floors. The ground floor room now had a table, chairs and a sink and was due to be used by the school and also available for hire for meetings by other groups from the village. The upstairs room was for storage, but had a wonderful view of the rest of the church and could accommodate people when the church was full, such as for funerals and at Christmas.

09/2026/08 VILLAGE HALL COMMITTEE

Anna Britnor Guest, Secretary of the Village Hall Committee, reported that a new volunteer Bookings Co-ordinator had been appointed. The paved area outside the hall doors to the field had been relaid, and new wood cladding was being fitted. Volunteers still needed to help with organisation of the hall's 50th Anniversary party on 05 December.

09/2026/09 REQUEST FOR TEMPORARY USE OF THE RECREATION GROUND

Members considered a request for temporary use of the recreation ground for youth football matches, while the teams' usual home ground at St Finian's Cold Ash recovered from summer impacts. One 5-a-side team would use small goals as previously used at the village fete tournament in the summer. Sessions would be on Sundays from 9.00–10.30am. No facilities were required.
It was requested that the hall calendar be checked to ensure there were no clashes with hall bookings, that would reduce car park capacity.

RESOLVED to approve the request.

Katherine Moore, Anna Britnor Guest and Sam Stockwell left the meeting

09/2026/10 PLANNING

a) The following planning application was considered:
26/01882/HOUSE – The Well House, Pudding Lane – Proposed single storey side extension.

RESOLVED no objection.

b) The following planning update was noted:

Application	Address	Proposal	BPC response	WBC decision
26/01514/CERTP	16 Ash Close	Single storey 3m kitchen extension to rear of property	Not consulted	Not yet determined

09/2026/11 SPEEDING AND ROAD SAFETY

Cllr Delahunty relayed a resident's concern regarding speeding in the village, particularly in the area of Ash Close and the school.
Action: Cllr Wyatt to review condition of current speed and highway signage

09/2026/12 DOWNLAND PRACTICE

Correspondence had been received from Downland Practice outlining significant financial pressures affecting general practice. The Practice reported an £80,000 reduction in core funding this year, alongside the loss of a further £12,000 income stream and an increase in unfunded work previously undertaken by hospitals. Patients may see changes to how some services and appointments are delivered as resources are prioritised. Essential clinical care and dispensing services for rural patients will remain the Practice's focus. The Practice was also reviewing whether it could continue subsidising unfunded services.
The Practice expressed gratitude for longstanding community support.
A further update would be issued once the impact had been fully assessed.

09/2026/13 LAND LEASED FROM OXFORD DIOCESAN

Council received correspondence from Carter Jonas on behalf of the Oxford Diocesan Board of Finance with reference to unapplied RPI rent increases in 2020 and 2025, relating to the leases for land connected with the hall, play area and recreation space.
Action: Parish Clerk to seek advice from HALC on the proposed retrospective increase

09/2026/14 SECTION 106 HOUSING

Cllr Goatley was not present to provide an update. Cllr Hooker advised that the West Berkshire Council Officer was still keen to discuss the allocation process.
ACTION: Parish Clerk to contact the Parish Clerk's of Chaddleworth and Leckhampstead to enquire whether the Councils wished to be part of the conversation

09/2026/15 FINANCE

a) Financial Report

A financial report for the period 01 April 2026 to 31 August 2026 was noted.

District Cllr Hooker left the meeting

b) Payments

RESOLVED to approve the following payments due and payments made since the last meeting:

Payee	Amount	Invoice number & date	Due Date	Date Paid	Description
M Taylor	£334.48	n/a	30.06.2026	01.07.2026	Parish Clerk's salary – June 2026
Scofell Landscapes	£336.32 (£280.27+VAT)	39424 30.06.2026	30.07.2026	01.07.2026	Grass cutting – June 2026
Zurich Insurance	£403.00	555881755 06.05.2026	30.06.2026	01.07.2026	Insurance policy 01 July 2026 – 30 June 2027
HMRC	£248.69	n/a	n/a	23.07.2026	PAYE April-June 2026
M Taylor	£334.48	n/a	31.07.2026	03.08.2026	Parish Clerk's salary – July 2026
Imprint Colour	£84.00	25237 30.07.2026	not stated	03.08.2026	Printing Brickleton News July/Aug 2026
Scofell Landscapes	£336.32 (£280.27+VAT)	39699 31.07.2026	31.08.2026	03.08.2026	Grass cutting – July 2026
Oxford Diocese	£579.00 (£482.50+VAT)	20575 24.06.2026	24.06.2026	03.08.2026	Rent for year ended 23.06.2027
Rackerman Ltd	£1,074.99 (£895.83+VAT)	109 23.07.2026	not stated	03.08.2026	Rubber chippings play area safety surfacing
Cloud Next	£59.98 (£49.99+VAT)	274017 17.07.2026	15.09.2026		Hosting Brightwalton-pc.gov.uk
Cloud Next	£60.00 (£50.00+VAT)	274305 22.07.2026	22.09.2026		Domain Brightwalton-pc.gov.uk
Rik Boler	£300.00	PC0926 03.09.2026	not stated		Unload and spread rubber chippings in play area inc waste disposal

M Taylor	£26.00 (£21.67+VAT)	n/a	n/a		Reimbursement for replacement padlock for recreation ground

c) Dunmore Pond

RESOLVED to approve a donation of £100.00 to West Berkshire Countryside Society for work undertaken at Dunmore Pond on 08 September 2026 by Society volunteers, funded from the Community Co-Ordinator account.

d) Parish Clerk's Salary 2026/27

Council noted that agreement had been reached on the 2026/27 pay award for employees on local government 'Green Book' contracts, at 3.3%, backdated to 01 April 2026.

09/2026/16 PLAY AREA INSPECTIONS

i. Council considered any matters arising from play park inspections carried out by Cllr Agnew (July) and Cllr Delahunty (August).
Action: Cllr Delahunty to pursue installation of temporary fencing to close an unofficial opening on the western boundary of the play area
Action: Parish Clerk to produce a flyer for distribution to properties in Butts Furlong advising residents not to access the play area via the unofficial entry point

ii. Cllr Goatley was not present to provide an update on installation of anti-slip grips on the large climbing structure.

iii. It was noted that a date was awaited from Infinity Playgrounds for the swing repair, approved at the last meeting.

iv. It was noted that topping up the safety surfacing around the large climbing unit, approved at the last meeting, had been completed at a total cost of £1,195.83 (materials £895.83, labour £300).

09/2026/17 WEST BERKSHIRE COUNCIL SERVICES DELIVERY OFFERS FOR TOWN AND PARISH COUNCILS

West Berkshire Council's updated Service Delivery Offers for Town and Parish Councils was noted.

09/2026/18 VILLAGE MATTERS

i. Refurbishment of the War Memorial.
ACTION: Parish Clerk to obtain quotes for slabs or blocked paving between the highway and memorial

ii. Salt Bin preparedness for winter.
ACTION: Bins to be checked and topped up

iii. It was noted that a resident had contacted West Berkshire Council's tree team regarding a large ash tree at the junction of Common Lane and Long Lane, as several substantial branches appeared to be dead and could pose a risk if they were to fall. WBC had inspected and advised that, due to the extent of work required, the tree would be felled during September/October 2026.
ACTION: to request that the logs are left for villagers to use in wood burners

09/2026/19 GENERAL COUNCIL MATTERS & UPDATES

i. Pudding Lane / Brightwalton Holt – ongoing water leak

Council noted an ongoing water leak at the end of Pudding Lane / Brightwalton Holt. Thames Water had previously visited, excavated and refilled the area, but the leak persists. Thames Water have advised they are unsure who is responsible as the supply appears to be on a private meter.

Action: Cllr Wyatt to seek clarification on ownership/responsibility

Action: Parish Clerk to write to Thames Water requesting an update on action to resolve the leak

ii. Subsidence issue

It was reported that a resident of a Sovereign property in the village had been moved into emergency accommodation due to subsidence at the front of the house, and the adjoining semi-detached property was experiencing the same issue. Concerns were raised about the future of both properties, particularly in relation to local affordable housing stock.

Action: Parish Clerk to write to WBC Housing to advise of the Parish Council's concerns and to seek clarification on whether the Parish Council would have any input should the properties be sold or demolished, given the limited local affordable housing stock

iii. Articles for Brickleton News

West Berkshire Countryside Society working group visit to Dunmore Pond on 08 September

Update on swing repair and costs of recent repairs

Request not to use the unofficial access point to the play area

iv. Items for the next agenda

Collapsed wall in the Old Churchyard.

07/2026/18 DATE OF NEXT MEETING

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

The Chairman closed the meeting at 8.56pm.

Signed: _____ Date: _____