BRIGHTWALTON PARISH COUNCIL

Meeting Held on Monday 12th March 2018 at 8pm in the Village Hall

Present

Shaun Orpen Chairman Sarah Youldon Clerk Mike Cooper Councillor John Draper PCC

Tim Wyatt Councillor

Polly Swann Councillor 2 Parishioners

Sue Sayers Councillor Architect Representing Client

Apologies

Jackie Boxall Councillor

Anna Britnor-Guest Village Hall Committee

M	inutes of the Last Meeting	Action
•	The minutes of the January meeting were agreed and signed.	
•	There were no declarations of interest.	
M	atters Arising	
•	Parishioner Enquiry – WBC Charges: An enquiry had been made via the website regarding the PC challenging WBC on sewage treatment charges, resident had been invited to present the information to the PC but didn't make the meeting. PC awaits further information.	
•	Parishioner Enquiry – Flooding at Junction: Resident had raised issue of the long term problem of flooding on the road between Sparrowbill and Long Lane. PC believes the main cause is that the gullies need clearing. S Youldon to liaise with WBC highways.	SY
-	B4494 Highway Update: Three of the four white entrance gates have been installed in The Holt, WBC have confirmed that the forth will follow this week. Letters to all the landowners reminding them that it is their responsibility to keep hedges cut back of the highway were sent out in February, the hedge on the Peasemore side of the road has now been cut back helping to improve visibility. PC raised concerns about the broken piece of fencing close to the road near the entrance of Granby Court – S Youldon to follow up. Discussions are still continuing regarding the request for a vehicle activated sign, no further progress to report at this time.	SY
•	Pre-Fete Pop Up Drinks: Following the success of the pre-fete Pop Up Drinks on the playing field last year, Clare Mangan has kindly agreed to organise the evening this year. The PC is holding £402.31 from profits of previous Pop Up Drinks; this will go towards this year's events. S Orpen & S Youldon to liaise directly with Clare.	SO SY
	School Sports Day: A suggestion had been made by the VHC that the school should pay to use the playing field for sports day. PC disagreed with this approach, the school would not be charged by the PC for the use of the field, and indeed the PC encourages the school to make use of the facility. S Youldon to communicate to School and VHC. Owl Boxes: The Owl boxes donated by the Lambourn Valley Barn Owl Group have now been	SY
•	installed on the large trees at the Old Churchyard by Scott Youldon. Fallen Tree at Dunmore Pond: Following storms in January the PC authorised the removal of a fallen tree at Dunmore Pond. J Stiles has since removed at a cost of £140; the PC has temporarily settled this. Councillors to agree at the following Millennium Green Trust meeting if this should be refunded.	
•	New Welcome Pack Letter: Following the arrival of our new Rector Miri Keen an updated Welcome to the Village letter for the Welcome Pack has been put together by S Orpen & Revd Miri Keen and passed to Gill Judge, who is distributing the welcome packs as required. Annual Parish Meeting Arrangements: The PC debated the best approach to get parishioners	Resolved
_	and the village committees involved in a Parish Meeting in May. It was agreed that the a Parish Meeting focusing on involving all representatives from the Village Committees would take place on Monday 14 th May at 7.30pm. The purpose of the meeting would be to get the groups communicating better between themselves to benefit of the community as a whole. It was also agreed that better communication and working between the committees was needed for the	

	ASPIRE Project; some Councillors felt that little was known about the project outside of the	
	team involved. The PC agreed that an important message from the ASPIRE project needed to	SO
	be that it is for the village as a whole not just the church and to take this forward successfully	SY
	the building needs to be considered by all as a village asset. S Youldon to confirm approach	
	with the School and Friends of Brightwalton School, S Orpen to feedback and liaise with PCC	
	and VHC. In addition it was agreed that the pre-fete drinks is an ideal opportunity to share this	
	vision and approach with a captive audience. S Orpen to coordinate.	
•	Village Housing Allocations: Councillor Clive Hooker followed up with WBC Housing team as	
	requested on the allocation of the village housing and in particular the mutual exchanges that	
	continue to take place. Cllr Hooker reported back that mutual exchanges have nothing to do	
	with WBC and they suggested that the PC write again to the housing associations specifying	
	that all applicants must meet the criteria and sending a copy of the S106 agreement. S Youldon	
	to write and report back.	
•	Brickleton News Articles: Revd Miri Keen has submitted an article for Easter. S Youldon to	
	write a thank you following the work by Dan Whidbourne and Colin Cooper in clearing the	SY
	snow last week. S Youldon to also submit photo of new Holt gates along with a note on	SO
	reporting pot holes directly to WBC. Suggested that John Draper writes an update on the	
	ASPIRE project – S Orpen to ask JD.	
Pa	rochial Church Council Update	
•	J Draper reported that the induction service for Revd Miri Keen was received well.	
•	Revd Miri Keen is keen to have a good presence in the village and will be writing regular articles	
	for both the Brickleton News and Village Website.	
•	The two Statements of Needs reference the Church modifications are now complete; the team	
	have had a positive and supportive response to the proposals from Historic England. The next	
	steps are to take the proposals to the Diocese of Oxford and the Victorian Society. Two	
	fundraising events have been confirmed – the first the Safari Supper 8 th June and Bluffers Wine	
	Evening 16 th November. Details on website & Brickleton News.	
	Ilage Hall Committee Update	A II
•	The Village Hall committee are busy arranging the Village Fete, and appeal for any volunteers	All
DI	or anyone with new ideas to please contact Mike Ananin, Emma Aird or Anna Britnor-Guest.	
-	anning 18/00076/COMIND – Land opposite Sheardon East of Pudding Lane, Erection of table block and	
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	hay store and change of use of surrounding land for private equestrian use; with associated	
	access and hardstanding. The agent and applicant attended the meeting to answer the PC	
	queries. Concerns had been raised by the Councillors and a parishioner about the future plans for the site. Agent and applicant advised that the stables were only for private equestrian use.	
	PC agreed a response of no objections, subject to the stables being associated with the	
	property (Sheardon) and on the basis of private use only, not for commercial or residential use.	SY
	S Youldon to respond to WBC.	JI
	Grey Tiles, Southend following the planning application approved late 2016 the applicant	
	attend the meeting to explain that a new application had just been submitted (reference	
	number to follow) fundamentally making the proposal now a loft conversion. The Councillors	
	queries were answered. S Youldon to forward application for PC response once received.	
	Request for Advice – Hope Cottage, Brightwalton. Homeowner had approached the PC prior to	
	the meeting to inform of their intentions to build a double garage with office space above. PC	
	raised no concerns with the proposal at this stage and will wait to see the plans. S Youldon has	
	feedback to the homeowner.	
	Training Session for Online Viewing of Plans: WBC had offered a training session to Councillors	
	for viewing planning applications online, following the decision to no longer send hard copies	
	to the Parish Councils. All Councillors agreed that they were happy navigating the site so had	
	no need to attend.	

Finance	
Current account balance as of the 12/03 is £6,921.22; Business account balance is £6,235.22	
The current account balance includes £402.31 of Pop Up Drinks profits	
This following payments have been made:	
Chq 696 23/01 Brightwalton PCC - donation towards Churchyard maintenance £500.00	
Chq 697 26/01 Imprint Ltd - January Brickleton News £65.00	
Chq 698 13/02 J Stiles - removal of fallen tree at Dunmore Pond £140.00	
The following payment was received:	
23/01 HMRC VAT Refund £733.21	
S Youldon presented clerk expenses for the period November to March for £48.36 for payment.	
These included the replacement timber rail at £14.99 and strapping for the installation of the owl	
boxes at £15.49.	
Internal Auditor: J Lowe had previously informed the PC that he would be unable to carry out the	
internal audit again this year due to work commitments. Decision made to employ an independent	SY
Parish Council audit specialist – David Weller - at a cost of c.£60 to inspect the 2017/18 accounts	
prior to sign off and submission to the new external auditors. S Youldon to prepare end of year	
accounts.	
Any Other Business	
Website & Facebook Page: PC agreed that the two communications needed to be linked up. Also	
agreed that both need to be utilised better to communicate village events. T Wyatt to liaise with	TW
web designer. S Orpen reported problems of using the village calendar on the mobile site; it is	SY
however working on other mobile phones, S Youldon to investigate.	

The remaining 2018 meetings will be held: $14^{th}\ \text{May (AGM \& APM), }9^{th}\ \text{July, }10^{th}\ \text{September and the }12^{th}\ \text{November}.$