



**BRIGHTWELL-CUM-SOTWELL PARISH COUNCIL**

**Minutes of the Parish Council meeting duly convened on 20<sup>th</sup> January 2026 @ 7.30pm in the**

**Stewart Room, West End, Brightwell-cum-Sotwell**

***DRAFT MINUTES FOR APPROVAL AT THE FEBRUARY MEETING***

**Present:** Cllrs. J Davys (Chair), C Hollebhone, G Gilgrass, D Fisher, S Robson, R Nielsen, Karen Sherman

**In attendance:** J Gray (Clerk), James Barlow (OCC) Anne-Marie Simpson (SODC) D. Fox (The History Group)  
M. Freeman (Observer) G. Ritucci (Observer)

1)	<b>Receive Apologies:</b> Cllr Janet Harding & Cllr. Jason Debney - <b>ACCEPTED</b>
2)	<b>To Confirm and sign a true record of the last meeting of Parish Council 16/12/25</b> – Agreed by all
3)	<b>Declaration of Interests:</b> None
4)	<p><b>Public Participation:</b></p> <p><b>D Fox -Cobb Wall – History Group</b></p> <p>Mr Fox brought in some written information to update the Parish Council as to where they were with their fundraising.</p> <p>He advised that the fund raising was going well and they now have raised £5600.00 (which includes £2000.00 SODC Grant). The total cost to repair the cobb wall is approx. £10-11,000.00. The History Group were requesting a contribution of funds from the Parish Council. All of the Counsellors agreed that this repair was a good cause and it was <b>unanimously agreed</b> that the Parish Council could <b>donate</b> £1000.00 to this cost.</p>
5.	<p><b>Reports;</b></p> <p>a) <b>County Councillor’s Report – Cllr. James Barlow forwarded his report for circulation prior to the meeting:</b></p> <ul style="list-style-type: none"> <li>• Questions from the Councillor’s were: What was happening with the flags that continue to be put up around Wallingford? Cllr. Barlow commented that gentle conversations were taking place with the people who are raising these flags and, will continue to make themselves approachable for conversations.</li> <li>• Steet Lighting: continued discussion regarding the street lighting; Cllr. J Debney is currently dealing with this matter.</li> </ul> <p>b) <b>District Councillor’s Report: Cllr. Anne-Marie Simpson forwarded her report for circulation prior to the meeting:</b></p> <ul style="list-style-type: none"> <li>• Cllr. Simpson advised that there is a Neighbourhood Planning session <b>28/1/25 Cllr. C Hollebhone to attend</b></li> <li>• Joint Local Plan is at the next stage: Further meeting to take place 12/2/26 at Abbey House</li> </ul>



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c)	<p><b>Clerk's Report to include Matters Arising from previous minutes:</b></p> <ul style="list-style-type: none"> <li>• Clerk reported that the new website/email address are fully functional</li> <li>• Clerk reported that the AGAR/Audit preparation has started</li> <li>• Scofell 25/26 Tender was reviewed and discussed and <b>unanimously agreed</b> to continue with this contractor: <b>Clerk to contact and advise</b></li> <li>• Brief discussion about an unstable wall which the Parish Council had been made aware of at Croft Path. It was discussed and agreed that a letter be sent to residents at Sotwell Street to review this wall as it is NOT the responsibility of the Parish Council. <b>Clerk to draft a letter for Cllr. J Davys to sign and deliver to the 3 homes involved</b></li> <li>• Clerk advised that Suzanne Scott would be in attendance at the meeting on 17/2/2026 to discuss planning application P25/S0454/FUL</li> <li>• Clerk to take on posting village information on Facebook</li> </ul>												
d)	<p><b>Planning:</b></p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 25%;">Planning Number</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td>P25/S3473/HH</td> <td>Fairways, High Road, BCS – S Storey Extension – <b>GRANTED 4 12 25</b></td> </tr> <tr> <td>P25/S3059/S73</td> <td>Earth Trust Between Hill Farm &amp; Sire Hill Wittenham – Variation of condition 2 &amp; 8. The creation of a new access track from Sires Hill and formation of new car parking</td> </tr> <tr> <td>P25/S3229/HH</td> <td>Beauchamp Grange, Old Nursery Lane, BCS – Demolition of an existing double garage – <b>GRANTED 19.12.25</b></td> </tr> <tr> <td>P25/S1175/FUL</td> <td>Jubilee Pavillion - Amendment</td> </tr> <tr> <td>P25/S3965/NM</td> <td>Brackenbury, High Road, BCS – Non-Material Amendment (P22/S1150/HH)</td> </tr> </tbody> </table> <p>Cllr. D Fisher had nothing to report re planning this month.</p> <p>It was discussed for a follow-up letter to S Crawford, SODC, regarding letter sent 17/12/25 about Farthing Corner Fencing/Blackthorn Hedge – agreed the PC need to chase this reply: <b>Clerk to draft a letter</b></p> <p>Cllr. D Fisher mentioned that we had not had a reply from enforcement (sent 21/12/25) regarding Suspected Breach of Planning Control – P24/S1233/HH; agreed that the <b>Clerk would draft a letter to follow-up</b></p>	Planning Number	Address	P25/S3473/HH	Fairways, High Road, BCS – S Storey Extension – <b>GRANTED 4 12 25</b>	P25/S3059/S73	Earth Trust Between Hill Farm & Sire Hill Wittenham – Variation of condition 2 & 8. The creation of a new access track from Sires Hill and formation of new car parking	P25/S3229/HH	Beauchamp Grange, Old Nursery Lane, BCS – Demolition of an existing double garage – <b>GRANTED 19.12.25</b>	P25/S1175/FUL	Jubilee Pavillion - Amendment	P25/S3965/NM	Brackenbury, High Road, BCS – Non-Material Amendment (P22/S1150/HH)
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6)	<b>Agree January Payments &amp; Payments made between meetings</b> – All Agreed for payment
7).	<p><b>Pavillion Update:</b></p> <ul style="list-style-type: none"> <li>• Cllr. R Nielsen updated that there was very little to report as the decision from the SODC had not been received</li> <li>• Cllr. S Robson requested to stay on with the running of the Pavillion/booking with Roger after she resigns as a Councillor; this was agreed</li> </ul>
8).	<p><b>Village Hall Update:</b></p> <ul style="list-style-type: none"> <li>• Cllr. G Gilgrass advised that there is a meeting Thursday 29/1/26 at the Village Hall to engage with the Village regarding the renovation/costs and what will happen if these funds are not raised.</li> <li>• Cllr. G. Gilgrass asked that the Parish Council continued to give positive input and support to the Village Hall</li> <li>• Cllr. G Gilgrass advised that a further £500,000.00 is still needed to be raised (currently £300,000.00 has already been raised for this project)</li> </ul>
9)	<p><b>Playground Update:</b></p> <ul style="list-style-type: none"> <li>• Cllr. G Gilgrass advised that Arrow Fencing (who attended to do repairs on 12/1/26) had been unable to complete the job; therefore, they are returning Thursday 22/1/26</li> <li>• It was noted that most of the suggested repairs (from the RoSPA report) had almost been completed</li> </ul>
10)	<p><b>Millenium Wood:</b></p> <ul style="list-style-type: none"> <li>• Cllr. C. Hollebhone updated the meeting and advised that 50 new trees (donated by the Woodlands Trust) had been planted by 3 volunteers recently</li> <li>• Cllr. C. Hollebhone requested that Scofell be considered to maintain the Millenium path with 2/3 cuts a year. This was unanimously agreed; <b>Clerk to contact Scofell to obtain a cost for this and to see if they have availability to add this to the Parish Council's contract current.</b></li> <li>• Cllr. C. Hollebhone to arrange to meet with Luke Pearson (Scofell) if they can add this to PC contract</li> </ul>
11)	<p><b>Earth Trust Update:</b></p> <ul style="list-style-type: none"> <li>• Cllr. C. Hollebhone gave an update on the progress of the foot path from Ladygrove to Sires Hilll. He advised that there was to be a meeting with Cllr. J. Barlow D Lewis, Director of Earths Trust and J Hope-Smith</li> </ul>



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12)	<b>Email Format for Signatures on new Email Account:</b> Agreed new format by all
13)	<b>Recruitment &amp; Process for 2027 Elections:</b> <ul style="list-style-type: none"><li>• Cllr. J.Davys (Chair) discussed the process for recruiting 2 new Councillors and the process of the next Elections (May 2027)</li><li>• It was agreed by all that advertising should be put in place using Facebook, new Website, The Villager</li><li>• Further conversations to be had later in the year</li></ul>
14)	<b>Matters for reporting &amp; items for inclusion in January Agenda:</b> <ul style="list-style-type: none"><li>• Pavillion update (RN)</li><li>• Village Hall Update (GG)</li><li>• Calvin Thomas Road Bollards</li></ul>

It was agreed that the next meeting of the Council would take place on **17th February 2026 @ The Stewart Room, Village Hall, Brightwell-cum-Sotwell**

There being no further business the meeting was **declared closed at 9.02 pm**