



Brightwell-cum Sotwell Parish Council

To Members of the Council: you are summoned to attend the Meeting of Brightwell-cum-Sotwell Parish Council on **Tuesday 22nd September 2026** in the Stewart Room, Village Hall, Brightwell-cum-Sotwell commencing at 7.30pm.

Members of the Public: you are invited to attend. Any members of the public wishing to address the Council during the formal meeting must make the Chair aware of their intention before the meeting starts. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Members of the public wishing to record the meeting are asked to notify the Chair of their intentions so that appropriate arrangements can be made for the recording, in accordance with the Council's Standing Orders and Recording of Meetings Policy.

AGENDA for Parish Council Meeting

1. **Apologies for absence** – to receive apologies.
2. **Declarations of interest** – to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.
3. **Public Participation** – to receive questions from the public relating to items on the agenda in accordance with the Council's code of conduct and standing orders: Dave Lewis Director of Operations Earth Trust & G Gilgrass update on Village Hall
4. **Reports from District & County Council** – for information only
5. **Minutes** – to confirm Minutes of meeting held on 21st July 2026
6. **Update on progress from previous Minutes** – the Chair/Councillors will report on progress of outstanding items which do not require further decision.
 - i) Pavillion update: **Cllr. R Nielsen**
 - ii) Playground update: **Cllr. M Freeman**
7. **Finance**
 - **Financial Report** – to receive the reports for information to include **Earmarked Reserves: Trees, Play Equipment/ NSI SAVINGS ACCOUNT/ Transferring of Funds into 95-day account** – Cllr. J Harding
 - **External Auditors RE**
 - **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements.
 - **Grants** - to consider any requests received:
 - **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule.

8. Planning

- **Planning Applications** – to consider all recent Applications received from South Oxford District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting.

1. Certificate of Lawfulness of Proposed Use or Development P26/S3191/LDP

Hillfoot Sotwell Street Brightwell-cum-Sotwell Wallingford OX10 0RQ

Consultation Open - 11 August 2026

Consultation End - 01 September 2026

2. Householder Application P26/S3257/HH

Maple House Bell Lane Brightwell-cum-Sotwell Wallingford OX10 0QD

Proposed single storey rear extension

Consultation Open -17 August 2026

Consultation End -14 September 2026

3. Variation or Removal of Planning Condition P26/S0632/S73 & P26/S0631/S73

(Former) Westend Nurseries Site, Old Nursery Lane, Brightwell-Cum-Sotwell, Oxon, OX10 0RB

Consultation Open- 19 March 2026

Consultation End - 13 August 2026

Extension granted for 23/9/26

9. Parish Matters – to consider any parish matters to include Clerk's Report

- a) **Clerk's Report**
- b) **Internal Auditor: Agree terms for 2026/27 Audit** – to agree
- c) **Insurance Renewal:** Quotes to be reviewed
- d) **Risk Assessment Scheme** – to review for adoption to Website
- e) **Confirm receipt of Resignation Letter of Cllr. G Gilgras/ Applications for Casual Vacancy post** – review & discuss handover from Graham Gilgrass
- f) **Temporary Village Hall Representative** -Cllr K Sherman
- g) **Strawberry Farm** – Cllr K Sherman
- h) **Picnic Tables:** - Cllr K Sherman
- i) **Surface Water – Update** – Cllr K Sherman/J Debney
- j) **Replacement Tree – Triangle by War Memorial** -Cllr J Debney
- k) **AONB Signage High Road**– Road sign High Road – Cllr J Debney
- l) **Rule 6 Group (re appeal at Shillingford)** – Cllr. D Fisher/ Cllr J Debney re PC contribution towards this (Planning Budget?)
- m) **Speed Indicator Device – High Road** (Email from resident CK 5/5/26)
- n) **Review complaints on vegetation:** Croft path, Slade End, Rec 7 report of dangerous tree at Kings Meadow – Cllr C Hollebhone
- o) **Ash Tree & Trees on Playground** – crown clean remove dead/damaged wood; pruning of trees at playground Cllr C Hollebhone:
- p) **Pavilion Fee increase** – To approve increase of fees
- q) **Email from AS – re walls that surround Dobsons** – To discuss

- **Parish Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by **11th October 2026**
- **Date of next meeting** - to confirm the date of the next meeting as **Tuesday 20th October 2026**

JA Gray

Dated: 14/09/2026

Nettie Gray,

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Clerk to the Parish Council

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