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 17th November 2026** in the Stewart Room, Village Hall, Brightwell-cum-Sotwell commencing at **7.00pm.**

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. **To Elect the Chairman of the Council** and to receive the Chairman's Declaration of Acceptance of Office: Vice Chair to perform election process
2. **Chair to Sign Declaration of Acceptance:**
3. **Apologies for absence –** to receive apologies.: Cllr, K Sherman (Apologies accepted by Clerk), Cllr M Ball (Accepted)
4. **Declarations of interest –** to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Councils code of conduct.
5. **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: Bcs Resident POL – re Trees/Fence problem
6. **Reports from District & County Council –** for information only
7. **Minutes –** to confirm Minutes of meeting held on 20th October 2026
8. **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**
    - iii) Villate Hall Update: **Cllr K Sherman/Cllr M Ball** Report provided by email

9. **Finance: Cllr. J Harding**

    - **Financial Report –** to receive the reports for information to include:

    - **Budget:** Final update and confirmation by full Council

- **Clerk/RFO Salary Increase** – Confirm (Government 3.5% cost of living increase – advised August – back paid September 2026

- **Bank Statements –** to acknowledge scrutiny and acceptance of the previously circulated bank statements.
- **Grants -** to consider any requests received: None
- **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule.

10. 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.

New applications

- **5 Monks Mead Brightwell-cum-Sotwell Wallingford OX10 0R**

P26/S4897/HH
Two storey side extension, new storm porch, new gable to study roof, change in external wall materials and windows.
Consultation End - 02 December 2026

- **68A Greenmere Brightwell-cum-Sotwell Wallingford OX10 0QW**

P26/S4964/HH
Single storey rear extension to form new open plan kitchen living area and loft conversion to provide additional bedroom. (Schedule 1 application under the 2026 Regulations)
Consultation End - 02 December 2026

- **The Woodman Brightwell Street Brightwell-cum-Sotwell Wallingford OX10 0RX**

P26/S5015/LB
Proposed formation of new opening in existing wall (Schedule 2 application under the 2026 Regulations)
Consultation End - 02 December 2026

Application is not yet decided.

- (Former) Westend Nurseries Site, Old Nursery Lane, Brightwell-cum-Sotwell, OX10 0RB
P26/S0631/S73 & P26/S0632/S73
Proposed changes to Plot 4
Decision - Application is not yet decided extension till **11 November 2026** (Objection by PC to both)

Granted

- 23 Greenmere Brightwell-cum-Sotwell Wallingford OX10 0QH
  P26/S3879/HH
  Installation of dropped kerb to access the rear of 23 Greenmere

  Consult Expiry Date 15 October 2026:-

  Decision - Granted

- Eucalyptus House Sotwell Street Brightwell-cum-Sotwell Wallingford OX10 0RG
  P26/S1785/HH
  Single storey rear extension

  Decision - Granted

  Note regarding the flue.

  Were there to be issues in the future as to the emissions from the flue, this would need to be investigated by the Environmental Health Department to determine if a statutory nuisance is occurring.

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

    a) **Clerk's Report**
    b) **Policies:** Data Breach – Cllr J Harding for review
    c) **Surface Water Report:** Cllr J Debney
    d) **Replacement Tree: Triangle War Memoria &Scrubb Clearance around Rec /Kings Meadow:** Cllr J Debney
    e) **Neighbourhood Plan:** Cllr. J Debney

- Parish **Items for information or next Agenda only –** all items for the next agenda to be submitted to the Clerk by **9/11/2026**

- **Date of next meeting -** to confirm the date of the next meeting as **Tuesday 15/12/26 2026**

JA Gray **Dated: 10/11/26**

Nettie Gray, *clerk@brightwellcumsotwell-pc.gov.uk*

Clerk to the Parish Council

The Stewart Hall, West End, Brightwell-cum-Sotwell, Oxon, OX10 0RY

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