



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 20th October 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. **Apologies for absence** – to receive apologies.
2. **To vote on & Co-opt new Council Member:** Matt Ball
3. **New Councillor to sign the Declaration of Office Book**
4. **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.
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:
6. **Reports from District & County Council** – for information only
7. **Minutes** – to confirm Minutes of meeting held on 22d September 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**
9. **Finance**
 - **Financial Report** – to receive the reports for information to include Budget Monitoring & New savings account – re-visit from September- Salary Increase – Clerk (Government 3.5% cost of living increase – advised August – back paid September
 - **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.

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.
- 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:-
- **No Objections as long as the applicant has made prior arrangements to purchase the plot of land and there are not covenants or agreements preventing this from being anything but a green space**
- Eucalyptus House Sotwell Street Brightwell-cum-Sotwell Wallingford OX10 0RG
- P26/S1785/HH
- Single storey rear extension
- Decision - Application is not yet decided (**Objection by PC Regarding Flue**)

Granted

- The Highlands High Road Brightwell-cum-Sotwell Wallingford OX10 0QX
P26/S1808/HH
Demolition of single storey rear extension, and the construction of a single-storey rear and two-storey side extensions and alterations to the existing dwelling, and associated landscaping works (part retrospective
Decision 30 September 2026 – Granted (**Render to be removed !!!!**)
- Maple House Bell Lane Brightwell-cum-Sotwell Wallingford OX10 0QD
P26/S3257/HH
Proposed single storey rear extension
Decision 18 September 2026 – Granted (**PC No Objections**)

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

- a) **Clerk's Report**
- b) **Quotes: Playground Safety Surface x 3 quotes:** Cllr M Freeman
- c) **Policies:** Public Participation Policy – reviewed by Cllr C Hollebone, Data Breach – Cllr J Harding for review, Sexual Harassment Cllr D Fisher for review
- d) **Picnic Tables: Re-visit (22/9):** Cllr K Sherman
- e) **Pavilion: Caretaker/responsibilities:** Currently S Robson – need to discuss? Paid role
- f) **Insurance: Cyber cover:** Cllr K Sherman
- g) **Sage Payroll:** Cllr K Sherman
- h) **Surface Water – Update –** Cllr J Debney
- i) **Replacement Tree- Triangle War Memorial Re-visit (22/9):** Cllr J Debney
- j) **Trees – General:** Replacing/Maintaining Cllr C Hollebone
- k) **AONB Signage High Road: Re-Visit (22/9) Location:** Cllr J Debney
- l) **Succession Planning;** Cllr D Fisher

- m) **Speed Indicator Device – High Road: Re Visit (22/9):** Email from resident CK 5/5/26) – Cllr. J Davys/D Fisher
 - n) **Complaints on Vegetation: Re-Visit (22/9) and council tree planting and maintenance policy:** Cllr C Hollebone
 - o) **Resident email re Slade End speeding:** 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 17th November 2026**

JA Gray

Dated: 12/10/26

/2026

Nettie Gray,

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Clerk to the Parish Council

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