

**MINUTES OF MEETING OF BRILL PARISH COUNCIL HELD
ON TUESDAY 15TH JANUARY 2019 AT BRILL
MEMORIAL HALL AT 8.00 PM**

Present Cllr Newman, Cllr Bugey, Cllr Cadle, Cllr Fisher, Cllr Dickinson , Cllr Turner, Cllr Cadle and 4 members of the public.

019/001 To receive and accept the apologies for absence – Cllr Macpherson (B.C.C.) and Cllr Branson (A.V.D.C.)

019/002 Any Declarations of Interest – None

019/003 To approve the minutes of the previous meeting - Approved

**019/004 Planning
18/04516/APP – BRILL 15 Brae Hill Close Brill Buckinghamshire HP18 9TE
Proposed two storey rear extension, two new dormers and velux window to rear
No objections**

019/004.1 Decisions Received –December/January

[Application for a Lawful Development Certificate for insertion of dormer window for loft conversion to rear elevation.](#)

46 The Firs Brill Buckinghamshire HP18 9RY Ref. No: 18/03912/ACL | Received: Fri 02 Nov 2018 Validated: Mon 05 Nov 2018 | Status: Certificate Issued

- [Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into one dwelling \(Class Q\(a\)\) and in relation to design and external appearance of the building \(Class Q\(b\)\).](#)

Little Dean Thame Road Brill Buckinghamshire Ref. No: 18/03823/COUAR | Received: Wed 17 Oct 2018 | Validated: Mon 22 Oct 2018 | Status: Approved

- [Submission of details pursuant to Condition 6 \(slab levels\) relating to Planning Permission 17/03069/APP](#)

Hybanks North Hills Brill Buckinghamshire HP18 9TH Ref. No: 17/A3069/DIS | Received: Tue 28 Aug 2018 | Validated: Thu 06 Sep 2018 | Status: Does not satisfy requirements

019/004.2 Enforcement Issues

1 Godfrey Close Brill

Land west of Thame Road – Cllr Branson (AVDC) will provide updates on all of the enforcement issues by Thursday 17th. The Parish Council will then decide on the required course of action.

Action Clerk to chase

- 019/005** **Proposals for changes to the conservation area**
Freya Morris Conservation Officer AVDC advised on the rational for making changes to the Conservation Area document.
The present Conservation Area in Brill was established in 1980 and is supported with a 2 page A4 document.
Current requirements driven by Historic England demand a much more detailed appraisal.
The information contained within a multiple page booklet should cover buildings, development, views and trees. Recent examples can be found on the A.V.D.C. website. In summary the boundary may need reviewing as buildings and areas of natural beauty have become more important. The common is fundamental to the village and should be considered for inclusion.
The officer would like to encourage key members of the community and key bodies to get involved. Their support and management of information is essential in developing a first draft, which will take up to 2 months for the Officer – Freya Morris to write up. When finalised, this will then go out to a 6 week consultation involving everyone. Freya left 6 maps with the Clerk for distribution denoting the boundary line for the current conservation area and advised that nothing should be removed. It should be noted that buildings which fall within a conservation area enjoy 30% less permitted development. The listing status in all cases will take priority. Trees may also have increased protection and the management of those trees within a conservation area carry increased scrutiny. Areas for inclusion should possess an important element of the village character and benefit from this protection. The Clerk will request electronic copies of the maps ensuring adequate circulation for consideration
Brill Society will be asked for input
- Action Clerk**
Action Cllr Newman
- 019/006** **Village Website– Launch confirmed and initial responses appear to be positive. Cllr Turner and Cllr Hamilton will provide their profiles for the website.**
Action Cllr Turner and Cllr Hamilton
- 019/007** **Common Land**
- 019/007.1** **HLS Update - The Walks - Tim Duke Rural England has confirmed requested changes**
- 019/007.2** **Lot Mead, Brill access**
Information had been supplied by the client’s solicitor pertaining to the access to Lot Mead with evidence provided via a Statutory Declaration.
Cllr Hamilton summarised the information generally and in particular referring to the Statutory Declaration a follows:
- A Statutory Declaration is not a statement of absolute fact and can be challenged by contradictory evidence, as the Parish Council have done successfully in the past on other unrelated issues.**
 - The Parish Council disagree with accuracy of both the solicitor’s interpretation of the Statutory Declaration and more importantly its generally accuracy given the knowledge of other nearby land owners and members of the community who have used the area regularly for a number of years.**
 - The Parish Council is well within its rights to block vehicular access where no is proven to exist and disagree with the solicitors claim that the stobbs that have already been placed are unlawful.**
 - The landowner of Lot Mead has not sought to engage constructively with the Parish Council as repeatedly claimed by their solicitors and have rather sought to enforce their own desire right of access via legal means.**

- Despite the overwhelming evidence refuting any claim of access to Lot Mead the Parish Council have already offered a compromise in not disputing access from the Oakley End, which is the shortest distance to Lot Mead and will mean least damage to Span Green.

- This position has not currently changed but will be reviewed if the landowner continues to pursue access across the entire length of the Span Green.

Cllr Hamilton will draft a response to Hedges Law, the land owner's solicitor for all to review. Action Cllr Hamilton/All

019/007.3 Maintenance Span Green

In order to guard against further damage the Councillors need to be able to monitor activity including damage to the newly erected stobbs and gates designed to prevent unauthorised vehicular access.

The following action was agreed:

To display signs stating vehicular access is prohibited

Ensure the lockable stobb at the entrance to the track is put back into operation and a key supplied to authorised users only.

Sight a battery operated camera by the newly erected gate and stobbs

Action Cllr Turner

Brambles need to be cleared

Action Clerk to obtain a quote for the work

Repairs to the track will be deferred until the Spring when the weather will hopefully improve.

019/008 Thames Water Issue –Further letter sent –The Area Mgr has not contacted the clerk as promised. The Clerk will draft a further letter expressing the disappointment and will escalate at media level if required. Action Clerk

019/009 HGV's/Traffic Issues – Update- Cllr Macpherson circulated notes from the Freight meeting, Clerk to provide an amendment to the item referring to the Kingswood junction– ALS / Hyloaders are to relocate. Clerk to chase HGV signs. Action Clerk

019/010 Unity Health – The Parish Council would like an update on how things have progressed since the practice merged. Action Clerk

019/ 011 Cambridge to Oxford expressway – The Cllrs agreed to provide a representative to attend the relevant action group pertaining to the parish of Brill. Cllr Dickinson volunteered to drive this initiative. Action Clerk to advise

019/012 Windmill maintenance work – All works will be invoiced to Brill PC as owners of The Windmil. The repaint will hopefully commence before Easter, weather permitting and will involve the erection of scaffolding. Action Cllr Newman to update

019/013 Review roles and responsibilities for full Council

All Councillors	Common Land maintenance and encroachment
All Councillors	Funding Applications
Cllr Newman	Key community groups and initiatives
Cllr Hamilton	Editor – Windmill Times/Annual Report

Cllr Hamilton/Clerk	LAF Meetings (Quarterly Meetings)
All Councillors	NAG/ Police liaison
Cllr Fisher	MVAS
Cllr Cadle	Allotments
Clerk	Playground Inspection
Cllr Fisher/Clerk	Village Website/Media page
Cllr Dickinson	Cambridge – Oxford Expressway
Cllr Turner	Farmer/BVCH Liaison
Cllr Buggey	School Liaison
Cllr Dickinson	Memorial Hall
All Councillors	Highways
Cllr Newman	Brill Society/Windmill/Conservation Area
Cllr Cadle	Brill Sports and Social Club
All Councillors	Walks Management Committee (Bi- monthly)
All Councillors	Street lighting, litter, benches, planning and dog fouling

019/014 * Financial Report

All areas are performing well within budget with the exception of the office rent which relates to the underspend on the previous year and the website hosting fee which was changed in line with the new website development needs.

019/015 * To review the correspondence report

019/016 * To review the report of Outstanding Parish Council Issues

Roles and responsibilities have been reviewed – see item 019/013

019/017 * To review the report of Repairs, Defects and Queries

Footpath signs and stiles on the Bernwode route have been reported for replacement/repair

019/018 Requests and Permissions

Tree maintenance Springfield Cottage/Common – permission granted for the owners to carry out the essential tree work

Playing field tree maintenance – The branches will be thinned to provide more light. A second quote for £100 has also been supplied and accepted

Action Clerk to advise

Request from AVHT to remove trees encroaching garages – Permitted

Quote to carry out work for £100 accepted

Action Clerk to advise

019/019 Report on meetings attended by Councillors

Cllr Buggey – School – The windmill has been turned off as the repair and maintenance cost isn't justified by the minimal savings. The longer term plan is take down and attempt to sell.

Cllr Buggey will meet with the Head teacher on Monday and has been asked to enquire about the parking and any other issues.

Action Cllr Buggey

Cllr Hamilton – BSSC- The club is in the best financial position for a long time and an investment to refurbish the top bar area will be made once all o/s debts have been cleared.

Brill United football club are doing exceptionally well and are on track to win their league.

019/020 Receipts and Payments

Receipts – December

Santander 46.32 Interest

It was proposed by Cllr Turner and seconded by Cllr Hamilton that the following payments be approved. Carried unanimously

Payments - December

G Govier	20.00 Emptying Playing Field/Windmill
Bins	
G Govier	100.00 Fix gate by the school
BT	52.56 Charges
E.O.N.	347.24 Street Lighting
Lesley Shaw	583.00 Clerk salary
Aspire	440.00 Grass Cutting
AVDC	592.03 Dog waste
Beccy Roberts	500.00 Stage 2 payment (website)
BVCH	600.00 Quarterly payment

Late invoices received prior to the meeting

Bicester Print	108.96 Windmill Times
Aylesbury Mains Ltd	154.92 Street light repairs
Simon Thomas (All about gardens)	320.00 Installation of 10 stobbs

Meeting closed at 9.50pm