

**MINUTES OF MEETING OF BRILL PARISH**

**COUNCIL HELD ON TUESDAY 17<sup>th</sup> JULY 2018 AT BRILL**

**MEMORIAL HALL AT 8.00 PM**

**Present Cllr Cadle, Cllr Bugey, Cllr Fisher, Cllr Edmonds and 5 members of the public.**

**018/122 To receive and accept the apologies for absence  
Cllr Newman, Cllr Turner, Cllr Hamilton, Cllr Macpherson (B.C.C.) AND Cllr  
Branson (A.V.D.C.)**

**018/123 Any Declarations of Interest Cllr Fisher Item 018/137**

**018/124 To approve the minutes of the previous meeting - Approved**

**018/125 Planning**

**018/125.1 Decisions Received – June**

Single storey extension to create a garage

75 Temple Street Brill Buckinghamshire HP18 9SU

Ref. No: 18/01424/APP | Received: Tue 24 Apr 2018 | Validated: Tue 24 Apr 2018 | Status:  
Approved

- Single storey rear extension.

The Old Plough 35 Windmill Street Brill Buckinghamshire HP18 9TG

Ref. No: 18/01038/ALB | Received: Fri 16 Mar 2018 | Validated: Fri 16 Mar 2018 | Status: Consent  
Granted

- Single storey rear extension.

The Old Plough 35 Windmill Street Brill Buckinghamshire HP18 9TG

Ref. No: 18/00973/APP | Received: Fri 16 Mar 2018 | Validated: Fri 16 Mar 2018 | Status:  
Approved

- One externally illuminated fascia sign showing 'THE POINTER' in single steel letters to match the pub

The Pointer B&B 18 Church Street Brill Buckinghamshire HP18 9RT

Ref. No: 18/00927/AAD | Received: Mon 12 Mar 2018 | Validated: Thu 15 Mar 2018 | Status:  
Consent Granted

**018/125.2 Enforcement Issues**

**Land off Brill Road Oakley – Clerk to chase with the enforcement team**

**1 Godfrey Close Brill – Review planning committee 12.07 – The Committee approved the revised plans.**

**The Council would like to know if the ancillary building on the plans contravenes planning and if so why has it been approved.**

**The Council would also like formal notification of the planning decision and how the scheme will be monitored to ensure the existing build is altered to reflect the plans.**

**The planning department must confirm their required to inspect regularly.**

**Action Clerk**

**Land west of Thame Road – Enforcement will be again advised that the land has not reverted back to its original condition in light of being refused the building certificate.**

**Action Clerk**

**018/126 Common Land**

**018/126.1 The Walks – Cllr Buggey would like to revisit the option to remove the Walks from the HLS scheme. This will be discussed again in September.**

**Cllr Buggey will also have the information on further requirements for the sheep, predominantly the provision of a water trough in the Walks.**

**The fence has now been repaired**

**018/126.2 HLS – 50% of the annual payment for 2016 was made in March 2017 and the 50% made in August. 75% of the payment for 2017 was made in July 2018 and 25% balance will be made on the submission of the grazing schedule with supporting photographic evidence and the farm evaluation forms supporting the educational visits carried out by the school.**

**Action Clerk to chase**

**018/127 Tennis Court/ Multi surface area – Cllr Buggey will assess all responses by the end of August.**

**018/128 Village Website– Cllr Fisher had attempted to create the website pages through the newly acquired Wordpress site. He requested further technical support and in the absence of this been sourced within the current PC team would like the Councillors to agree up to £1000 further spend to outsource. This was seconded by Cllr Buggey and carried unanimously.**

**018/129 GPDR - Website**

**(Data prepping) - Getting ready to comply with the requirements**

- 1. Nominate a Cllr to manage the implementation of GPDR – Cllr Fisher**
- 2. \*Carry out a data audit - Clerk**
- 3. Identify and document a lawful basis for processing data (includes erasing personal data and building in extra protection for children)**
- 4. Check that the processes meet individuals new rights**
- 5. Know how the deal with a subject access request (a request for information)**
- 6. Review how to get consent to use personal data**
- 7. Update policies and notices to confirm GPDR compliant**
  - PC specific emails w/e/f 7<sup>th</sup> May 2018**
- 8. Websites/Social media – Control access to a restricted area**
- 9. Appoint a data protection officer – Not required**
- 10. Include information in the PC'S risk assessment – Updated Clerk**

**The full list will be removed from the agenda, leaving provision only for the website requirements.**

**018/130 Playground – The preparation and paintwork will take place on the 19<sup>th</sup> and 20<sup>th</sup> July Cllr Turner has organised an approved, insured contractor.**

Cllr Bugey will purchase the paint and make available. The Cllrs agreed that for ease of sourcing and provision of sufficient quantities 2 colours only may be used. The area will be cordoned off for the duration of the work. Action Clerk/Cllr Bugey

- 018/131 \* Standing orders – This item will be moved to the September meeting when a full Council will be present.
- 018/132 \* Financial report – All areas are performing within budget with the exception of the room and hall rent. This is as a result of the invoices for 2017/18 being presented in 2018/19. Action Clerk
- 018/133 **Walkabout**  
Actions arising from the Walkabout  
Potholes reported at Windmill St, The Green and Tram Hill  
2<sup>nd</sup> waste bin required at the windmill, further investigation proved no benefit in using a recycling bin as all waste taken from this location was mixed.  
Action Clerk to order a general waste bin in the same design as the existing one.  
The Cllrs explored ideas for additional parking but no firm conclusions were made.  
The Cllrs looked at various possibilities for extending the tennis court.  
The area between the tennis court and the school belongs to The Cartwrights and provides access to their field. It is therefore not possible to extend towards the school  
Cllr Cadle was happy to authorise the installation of a poo bin on the access from Church Street to the Sports and Social Club. He confirmed all interested parties had been consulted. Action Clerk  
The Cllrs would also like to display '20 is plenty signs' Action Clerk to investigate
- 018/134 \* To review the Correspondence Report
- Kathryn's Field – Item deferred until September
  - Expressway – Item deferred until September
  - 1 Godfreys Close - FIO
- 018/135 \* To review the report of Outstanding Parish Council Issues  
The school meeting was cancelled so nothing to report
- 018/136 \* To review the report of Repairs, Defects and Queries
- 018/137 **Requests and Permissions**
- Retrospective permission for skip on the common
  - North Hills track repairs – Permitted
- The Cllrs would like permission for skips etc. on common land to be sought prior to arranging delivery and allow a restricted timescale only.
- 018/138 **Report on meetings attended by Councillors – The Pointer have approached the Hall Committee about renting three car parking spaces and an additional area to house waste bins**  
This has been referred to the Parish Council as owners of the site.  
All Councillors were unanimous in their decision not to do this as the current car parking provision for the hall was insufficient and neighbouring properties should not suffer waste pollution. Action Clerk to advise

018/139 **Receipts and Payments**

Receipts – July

Santander

Rural Payments Agency

3636.20 HLS Scheme 75% - 2017

**It was proposed by Cllr Edmonds and seconded by Cllr Cadle that the following payments be approved. Carried unanimously**

**Payments - July**

Bins	G Govier	20.00	Emptying Playing Field/Windmill
	G Govier	140.00	Clearing paths/repairing bench
	BT	53.04	Telephone Charges
	E.O.N.	336.04	Street Lighting
	Lesley Shaw	583.00	Clerk salary
	Andy Fisher	240.00	Website
	Bicester Print	56,15	Leaflets – tennis court
	Melanie Rose	48.00	Audit
	Oxford Ironmongery	15.92	Bolt and hinge
	BVCH	600.00	Quarterly donation

**Late invoices received prior to the meeting**

Mark Nicholson Fencing	540.00	Fence repairs – The Walks
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**Meeting closed at 9.40am**