

**MINUTES OF THE ANNUAL MEETING OF BRILL PARISH  
COUNCIL HELD ON TUESDAY 21<sup>st</sup> MAY 2019 AT BRILL  
MEMORIAL HALL AT 8.00 PM**

**Present Cllr Newman, Cllr Cadle, Cllr Buggey, Cllr Turner, Cllr  
Hamilton, Cllr Fisher and 4 members of the public.**

**018/083 Election of Chairman and Vice Chairman**

Cllr Newman wishes to stand down and Cllr Dickinson had expressed an interest in the role Cllr Buggey took nominations for the election of Chairman. It was moved by Cllr Hamilton and seconded by Cllr Cadle, that Cllr Dickinson be elected Chairman.

**This was carried unanimously.**

Cllr Dickinson had given his apologies prior to the meeting and in his absence Cllr Turner took proposals for vice-chair and it was proposed by Cllr Newman that Cllr Buggey should be elected as vice-chair, this was seconded by Cllr Fisher.

**This was carried unanimously**

**019/084 To receive Declarations of Acceptance of Office and Register of Members interest**

**019/085 Appointments of Council Representatives to Committees**

All Councillors	Common Land maintenance and encroachment
Clerk/Cllr Hamilton	Funding Applications
Cllr Dickinson	Key community groups and initiatives
Cllr Hamilton	Editor – Windmill Times/Annual Report
All Cllrs/Clerk	LAF Meetings (Quarterly Meetings)
All Councillors	NAG/ Police liaison
Cllr Fisher	MVAS
Cllr Fisher	Village Website/Media page
Clerk	Playground Inspection
Cllr Turner	Farmer/BVCH Liaison
Cllr Buggey	School Liaison
Cllr Dickinson	Memorial Hall
All Councillors	Highways
Cllr Newman	Brill Society/Windmill
Cllr Cadle	Brill Sports and Social Club
Cllr Buggey/Turner	Walks Management Committee (Bi- monthly)
All Councillors	Street lighting, litter, benches, planning and dog fouling

**019/086 To receive and accept the apologies for absence – Cllr Dickinson, Cllr Branson (A.V.D.C.) and Cllr Macpherson (B.C.C.)**

**019/087 Any Declarations of Interest – Cllr Newman item 019/104**

**019/088 To approve the minutes of the previous meeting - Approved**

**019/089 Planning**

**19/01347/ALB - BRILL**

**The Pointer PH 27 Church Street Brill Buckinghamshire HP18 9RT**

**Construction detail to corridor walls, construction detail to b/r partition**

construction of first floor acoustic build up, re-routing foul drainage from Bathroom 2 and loft space light shaft beneath skylights W50 and W51.

No objections

**19/01836/COUAR - BRILL**

Hillside Farm Oakley Road Brill Buckinghamshire HP18 9SH

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

No objections

019/089.1 Decisions Received – May - None

019/089.2 Enforcement Issues

1 Godfrey Close Brill – AVDC advised that the current position is that the extension to the dwelling house is now as approved and that internal work has commenced to facilitate the reduction of the size of the front dormer to comply with the approved details. Furthermore, issues have been raised with regard to the “outbuilding” which requires a further site.

Cllr Hamilton felt there were still issues with the build/planning and any prospective buyer should be directed to the relevant Case Officer.

AVDC are aware that the property is on the market and should be advised that it is in receivership.

Action Clerk

Land west of Thame Road – some works have been carried out which is believed to alleviate the unsightly appearance of the land. However, AV.D.C. will be revisiting the site to reach a decision as to whether its condition remains injurious to the amenities of the area and to satisfy themselves that its use, if any, is not in breach of planning control.

Action Clerk to chase

019/090 Street Lights – Provision/A/C review

Provision gave a presentation on updating the street lights with low energy devices (LED's). Salix provide a loan scheme recognised by the government to finance this. Provision would apply for the money, install all LED's and administer contact with the Unmetered supply Office (UMSO) and repayment of the loan.

The Parish Council had previously obtained a quote to do the work for £11000 which represents a payback period of approx. 10 years, this could be funded by Salix but if executed directly would involve the Parish Council organising the loan, the installation, repayment of loan and updating the details with UMSO.

The representative for Provision gave indicative costs for the 58 street lights in the parish of Brill totalling approx. £7500, this would include everything.

The units are sealed and work on 16kw as opposed to the 70 kw currently operated in the majority if not all existing units.

The total price and energy saving will provide a lower payback period.

The Councillors would like to investigate further and the Clerk will send an inventory to Provision in order to confirm the figures.

The Councillors will also consider quotes for the energy supply and the Clerk will circulate the current prices. It should be noted that the contract is up for renewal at the end of June and the UMSO can be advised on changes to the energy usage once the work to install LED's has taken place.

Action - send inventory to Provision

Clerk

Action – Circulate contract prices to all Cllrs

Clerk

Cllr Buggey asked where the lights updated by Provision could be viewed. Details

- are available on the website and Cllr Buggey will attempt to do this. Action Cllr Buggey
- 019/091 Common Land
- 019/091.1 HLS – Annual Claim – The revised claim has been submitted omitting the area of the walks previously agreed.
- 019/091.2 Span Green – Cllr Buggey advised that groundwork appeared to have commenced at The Touchbridge end of Span Green. This was subsequently abandoned as the ground was too wet. Cllr Turner will check if this was carried out by the agreed contractor and provide an update. Action Cllr Turner
- Lot Mead – The Clerk has contacted the Land Registry to advise that a permitted prescriptive right of access along Span Green to Lot Mead exists from Oakley only. Action Clerk to chase acknowledgement of this
- 019/091.3 The Walks – Securing water troughs – Cllr Turner to speak to the installer about securing the troughs. Action Cllr Turner
- 019/091.4 Access to 1 The Green – Plans received denoted a prescriptive access to area in front of the house along same track. No further action required. Action Clerk to advise
- 019/092 Proposals for changes to the conservation area – The Conservation Officer met with Brill Society to review changes. Brill Parish Council would like to omit the Walks and The Common from the Conservation Area. Action Clerk to advise at 1st draft It should be noted that the revised draft will be open to all for comment.
- 019/093 Thames Water Issue – Enhancements have been made to the backup pump but the Cllrs would like to test the effectiveness following a power failure before publicising this.
- 019/094 Cambridge to Oxford expressway – Cllr Dickinson proposed that the PC adopts the following stance via email prior to the meeting:
- “The Parish Council believes that the UK should be doing all it can to reduce CO2 emissions as well as improve air quality through the reduction of burning fossil fuels, especially for transport. To that end it believes that any major new transport infrastructure projects should aim to promote clean transport and work towards a zero-emission society. Brill Parish Council is therefore strongly opposed to the proposed Oxford-Cambridge Expressway on the grounds it goes against these fundamental principles. Any new major road scheme promotes more traffic, therefore more pollution and CO2 emission. Instead the Parish Council would like to see transport infrastructure investment to be used to promote clean and efficient transport schemes such as the East-West Rail. If housing is needed in the ‘Arc’ then it should be close to the stations on the new rail link to facilitate easy commuting to any of the science and technology employment centres on the arc.”
- The Cllrs rejected this proposal and would like to focus on the areas of natural beauty and preserving the habitat etc. They were in favour of a meeting to present balanced views.
- Cllr Buggey proposed to support a meeting of balanced views on the Oxford to Cambridge expressway, this was seconded by Cllr Newman and carried unanimously.
- The dates for consideration are 19<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> June, albeit Cllr Newman and Cllr Turner are not available on the 25<sup>th</sup> and 26<sup>th</sup> June. Action TBC

- 019/095 **Review APM – The Parish Councillor’s would like younger people to attend. This may be achieved by including appropriate topics of interest. Circulating the Annual report prior to the meeting appears to work well as people feel informed. The local shopkeeper used the forum to advise on shop closures due to refitting and it was deemed to be beneficial to engage in this way.**
- 019/096 **\* Risk Assessment – All in receipt and will feed back actions for the meeting in June**
- 019/097 **\*Asset register – All in receipt and will feed back actions for the meeting in June**
- 019/098 **Playground – Rospa report - General maintenance work has been carried out as a result of the report. One item appears to be challenging to repair. Cllr Bugey felt that at least one item should be replaced per year. Some were of the view that the focus to do this may be lost with a change of council and steps should be taken to replace damaged and tired items in one hit. This may only be achieved with appropriate funding. Clerk to investigate and advise. Action Clerk**
- 019/099 **Annual return for the year ended 31 March 2019**
- 019.099.1 **To agree the completion of section one of the annual return  
To agree the completion of section one of the annual return – Cllr Bugey read out all items in this section and this was agreed and completed at the meeting. The Vice - Chairman – Cllr Bugey, signed and dated this section of the return**
- 019/099.2 **To approve and adopt the accounts for 2018/2019 - Approved**
- 019/100 **Laptop update to incorporate Windows 10  
Three quotes received ranging from £642 + VAT to £1149+VAT. The quote for £725 + VAT was closer in spec to the top end DELL at £1149. Cllr Bugey proposed to opt for the quote for £725 which would include transferring data from the old laptop. This would be carried out by the local computer support technician. This was seconded by Cllr Hamilton and carried unanimously. Action Clerk to organise and advise**
- 019/101 **Street lighting kiosk Colley Close – A/c dispute appears to be resolved with no liability on the Parish Council**
- 019/102 **Hall Grant – The Cllrs agreed to continue with a grant of £2000. Action Clerk to advise**
- 019/103 **War Memorial – Clerk to send photographic evidence to the War Memorial Trust in order to get a quote for the remedial work and advice on funding. Action Clerk**
- 019/104 **\* To review the Correspondence Report  
Windmill Opening 2019 – The windmill will remain open until the work commences  
BVCH – reimbursement of funds under clause 4 – Agreed, Clerk to advise that the payment will be authorised at the meeting in June. Action Clerk**
- 019/105 **\* To review the report of Outstanding Parish Council Issues**
- 019/106 **\* To review the report of Repairs, Defects and Queries – The white lines on Tram Hill/Temple Street need to be reinstated up to no. 63 Temple Street. The business signs at the t junction on Wotton Road need to be removed. The Clerk Will contact the Local Area Technician. Action Clerk to advise**

**019/107 Requests and Permissions –**  
**Permission required to have dug outs and new goals**  
**In principle the Councillors would like to support they would, however like to see a detailed proposal with costs, images and storage options.**  
**Permission for the choir to sing by the windmill - Permitted**

**Action Clerk to advise**

**019/108 Report on meetings attended by Councillors**  
**The school have just received a very good ofsted report with indications this could improve further when the official inspection takes place.**  
**The Governors would like to explore rerouting the path to the reception class gate although it is feared the gate itself is also an issue for the land owners.**

**Action Clerk to investigate and advise**

**019/109 Receipts and Payments**

**Receipts – May**

Santander	39.62 Interest
AVDC	20500.00 Precept
BCC	1542.78 Devolution
BCC	886.00 HADLAP
HMRC	3933.47 Vat refund

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

**Payments - May**

G Govier	20.00 Emptying bins
G Govier	50.00 Steps and rails clearing paths
L Shaw	619.50 Clerk's salary
L Shaw	36.50 Clerk's salary increase April
L Shaw	25.00 Unsung hero award
Advanced Electrical	414.36 Windmill electrics
Aspire	440.00 Grass cutting
BT	53.40 Telephone Charges
E.O.N.	342.02 Street Lighting
SLCC	115.00 Annual subscription
Bicester Print	88.00 Annual reports
Sarah Frewin	30.00 Common Machinery x3
Brill Sports and Social Club	20.00 APM – Hire
Rospa Play Safety	120.00 Playground inspection
J Randall (Brill football club)	250.00 Donation
Briants	21.50 Bolts and repair spurs
Briants	15.41 Roofing bolts bench N Hills
Rob Timms	19.25 Wood – bench North Hills
Rob Timms	75.00 Labour – steps/rails/bench
Brill Memorial Hall	174.33 Hall rent
BMKALC	188.76 Annual subscription
Melanie Rose	39.00 Internal Audit

**Meeting closed at 9.45 pm**