

**MINUTES OF MEETING OF BRILL PARISH COUNCIL HELD  
ON TUESDAY 16<sup>TH</sup> APRIL 2019 AT BRILL MEMORIAL HALL AT 8.00 PM**

**Present Cllr Newman, Cllr Buggy, Cllr Cadle, Cllr Fisher, Cllr Dickinson, Cllr Turner  
Cllr Branson (A.V.D.C.) and 4 members of the public.**

**019/059 To receive and accept the apologies for absence – Cllr Hamilton, Cllr Macpherson  
(B.C.C.)**

**019/060 Any Declarations of Interest - None**

**019/061 To approve the minutes of the previous meeting - Approved**

**019/062 Planning  
19/01347/ALB – BRILL The Pointer PH 27 Church Street Brill Buckinghamshire  
HP18 9RT  
Construction detail to corridor walls, construction detail to bedroom 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**

**019/062.1 Decisions Received –March**

- Proposed two storey rear extension, two new dormers and velux window to rear

15 Brae Hill Close Brill Buckinghamshire HP18 9TE

Ref. No: 18/04516/APP | Received: Tue 18 Dec 2018 | Validated: Tue 18 Dec 2018 |  
Status: Approved

Erection of stables

Laplunds Farm Ludgershall Road Brill Buckinghamshire HP18 9TZ

Ref. No: 18/03615/APP | Received: Mon 15 Oct 2018 | Validated: Mon 15 Oct 2018 |  
Status: Approved

- General Refurbishment of the first floor accommodation of The Pointer, including the provision of a new ground floor entrance on the West elevation, and the insertion of two new rooflights. Change of Use of the first floor accommodation from use as ancillary accommodation to rooms for letting, use class C1 (Bed and Breakfast). Conservation Area Consent - Works to include the insertion of a new entrance door to replace an existing window on the ground floor of the West elevation.

The Pointer PH 27 Church Street Brill Buckinghamshire HP18 9RT

Ref. No: 18/03007/ALB | Received: Fri 24 Aug 2018 | Validated: Fri 24 Aug 2018 | Status:  
Consent Granted

**019/062.2 Enforcement Issues**

**Land off Oakley Road – Planning committee review – Clerk to chase update  
1 Godfrey Close –The build has stopped and the Parish Council will advise AVDC in  
the hope that they can help to bring it to a satisfactory conclusion within the  
perimeters of the permitted planning.**

**Land off Thame Road –The deadline for clearing the land is imminent – Clerk to chase**

**019/063 Proposals for changes to the conservation area – No offers for contributions from the  
community for first draft. Brill Society will provide input directly to the Conservation  
Officer at AVDC.**

**019/064 Common Land**

**019/064.1 Lot Mead – The owner has produced a further statutory declaration that claims a  
right of access over Span Green from Touchbridge. The Cllrs have historical  
knowledge that this is not the case and Cllr Turner is aware of at least 5 members of  
the community that would also dispute the claim.**

**The Cllrs will respond to the owner to that effect and remind them not to use the  
unauthorised access.**

**The owner can carry out maintenance work on their permitted access to Lot Mead  
from Oakley Road as they are responsible to ensure it remains passable for all users.**

**Action Clerk to advise**

**019/064.2 Maintenance Span Green – The Maintenance work on Span Green will take place over  
the next month, weather permitting. Action Cllr Turner**

**019/064.3 The Walks –Tree work – Cllr Buggey and the Clerk to meet with the tree contractor  
in order to identify priority work. Action Clerk**

**019/064.4 Electric Fence – BVCH would like the Parish Council to fund erecting the fence.  
The Parish Council were previously minded to offer their support and encourage more  
volunteers. The Clerk will write to BVCH and ask them to provide a date to the  
Council for when the work is to take place and they will arrange appropriate support.  
Action Clerk**

**019/065 Thames Water Issue – Thames Water confirmed that the back up generator is  
inadequate and further investigations are taking place to resolve the issue.**

**Action Clerk to chase**

**019/066 Cambridge to Oxford expressway – Cllr Dickinson advised that there had been a lot  
of community interest most of which were surprised about plans to increase vehicle  
usage.**

**The Clerk confirmed that the Council will be invited to provide feedback through the  
consultation as will all community members. To this end Cllr Dickinson would like to  
arrange an information meeting with representatives from planning groups, action  
groups and the County Councillor. The balance of speakers will be invited to present  
their views.**

**All Cllrs agreed to the meeting and to cover any incidental costs for the venue – Brill  
Memorial Hall and any supporting material.**

**The Parish Council's position on this is to fundamentally inform the public and  
acquire clarity on the comments they should provide when invited to do so.**

**The Cllrs gave permission for NEA (No Expressway Action Group) to hold a rally  
Style event on the common on the 27<sup>th</sup> July 2019. This may involve the erection of  
a couple of gazebos and a small stage. Final details to be confirmed.**

**Action Clerk and Cllr Dickinson to advise and organise**

- 019/067 Annual report – The reports will be given to the Councillors for distribution.**  
Action All
- 019/068 APM/Unsung hero award – Promotion of and nominations for – The Parish Council have received 4 nominations to date. The deadline for all nominations is the 26<sup>th</sup> April. The winner will be announced at the Annual Parish Meeting on Monday 29<sup>th</sup> April.**
- 019/069 \* Financial report**  
The majority of areas performed well within budget with the exception of the following:  
Office rent – overspend relates to underspend in 2017/18 – Clerk to ensure invoices are received within appropriate accounting period  
Website – The Parish Council decided to opt for a web developer which involved further investment in the URL. The website is now up and running and the budget will cover ongoing maintenance and hosting requirements.  
General Maintenance – Slight overspend relates to the repairs and maintenance carried out on the playground and playing field fences.  
Street Lighting – Contract under review. The Parish Council will consider investment in LED's and alternative suppliers.
- 019/070 Annual return for the year ended 31 March 2019**
- 019/070.1 To agree the completion of section one of the annual return – This will be completed and signed in May following the internal audit.**  
Action Clerk
- 019/070.2 To approve and adopt the accounts for 2018/2019 – This will be deferred to May following the internal audit.**  
Action Clerk
- 019/071 \* Clerk's Annual Review – Following a successful review Cllr Newman and Cllr Buggy recommended to implement the inflationary increase to the Clerk's pay. The Clerk will remain on SCP25 of the pay scale. Cllr Buggy proposed the inflationary increase, this was seconded by Cllr Dickinson and carried unanimously. The increase will be effective from April and the salary adjustment will be made in May.**  
Action Clerk
- 019/072 Bi- Annual Litter Pick – The volunteering numbers were down, however some areas were cleared prior to the 7<sup>th</sup> and the reduced workforce managed to successfully cover the rest. Excessive litter was found on Wotton Road close to local businesses. The Clerk will send a letter to advise and hopefully remedy the situation. The children who came along to help will be given a certificate signed by the Chairman. The next litter pick is scheduled for October 2019.**  
Action Clerk
- 019/073 Speed camera statistics – Cllr Fisher will analyse the numbers and advise on the appropriate action to take. The information will be available for the Annual Parish Meeting.**  
Action Cllr Fisher
- 019/074 Laptop update to incorporate Windows 10 – The current laptop operates windows 7 which will be obsolete by the end of the year. Cllr Newman requested 3 quotes for a replacement laptop to include the necessary updates. The quotes will be reviewed at Parish Council meeting in May.**  
Action Clerk
- 018/075 Street lighting kiosk Colley Close – The management company for Miller Homes have advised E.O.N. that the 2 independent bollard lights and associated meter are the responsibility of Brill Parish Council. This has not been agreed with the Parish Council and is not part of the Parish street lights.**

E.O.N. have sent an a/c from 2016 to date. The Parish Council and County Council have disputed the a/c. E.O.N. refuse to acknowledge the a/c is in dispute and have advised the Parish Council to take legal action. The Parish Council will continue to dispute as they are not responsible for the account. Action Clerk

019/076 \* To review the correspondence report  
BVCH – See item 019/064.4  
Lot Mead - See item 019/064.1  
Windmill Players – See item 019/079

019/077 \* To review the report of Outstanding Parish Council Issues  
Position stone bollards by The Pheasant to prevent parking Action Cllr Cadle

019/078 \* To review the report of Repairs, Defects and Queries  
Pothole at Rymans Farm – Thame Road  
Kerb stones – The Green  
Clarify access issues Tram Hill during essential road works Action Clerk

019/079 Requests and Permissions Annual permission orienteering on the common - Approved  
Windmill Players - Approved

019/080 Donations – Football club - £250 - Agreed

019/081 Report on meetings attended by Councillors - None

019/082 Receipts and Payments

**Receipts – April**

Santander	41.00 Interest
B.C.C.	2428.78 Devolution 19/20 Hadlap

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

**Payments - April**

G Govier	20.00 Emptying Playing Field/Windmill
Bins	
G Govier	60.00 Bus shelter windows and fence
BT	53.10 Charges
E.O.N.	347.24 Street Lighting
Lesley Shaw	583.00 Clerk salary
Lesley Shaw	5.00 Bicester print
Aspire	440.00 Grass Cutting
R Bywaters	500.00 Phase 3 Website
BVCH	600.00 Donation

Meeting closed at 9.41pm