

**Minutes of the Meeting of Bradfield Parish Council held on Tuesday 4th March 2025
at 7.30pm in St. Peter's Church, Bradfield Southend.**

Present: Cllr. K. Dearing (Chair)
Cllr. G. Allen
Cllr. G. Allnutt
Cllr. A. House
Cllr. B. Wyatt
District Cllr. R. MacKinnon
Mrs. H. Pratt (Clerk)
Six members of the public were present.

30. **Public Forum.**

30.1 **Dog bins on the south side of Southend Road.**

A member of the public raised concerns about WBC moving to a three-weekly black bin collection and the implications for dog owners with dog waste.

There are no dog bins on the south side of Southend Road. Many people walk on the footpaths and bridle ways towards Beenham. The obvious places for dog bins would be at the junctions of these routes with Southend Road.

30.2 **Closure of Ashampstead Road.**

Since the restrictions on Ashampstead Road have been in place, the traffic on Mariners Lane (Back Lane and Scratchface Lane) has increased dramatically. These roads are only single vehicle wide with passing places and contain blind bends. They are used by horse riders and pedestrians as well as motorcyclists and cars. As a result of the increased traffic there have been two head on collisions on these roads which do not form part of the official diversion route.

District Cllr. MacKinnon has submitted a petition to WBC against the closure. He is in the process of organising a public meeting with the head of Highways at WBC and the WBC portfolio holder for Highways.

It was requested that WBC give assurances that damage caused to the roads and verges will be repaired.

30.3 **Blocked Drains on Southend Road.**

It was reported that the drain outside 3 Southend Cottages doesn't flow correctly. When it rains water comes up out of the drain and then flows along Southend Road in a wide stream next to the pavement. Pedestrians risk being soaked by splashed water from passing vehicles.

30.4 **Traffic Calming.**

Questions were asked about what is being done to slow the traffic. Cllr. Allnut commented that in order for traffic calming measures to be put in place there has to be substantial evidence of speeding.

30.5 **Bradfield Village Hall.**

It was reported that the Village Hall has been offered a levelling up grant of £18,000 towards the planned improvements to the Hall.

31. **Apologies.**

Apologies for absence were received and accepted from Cllr. Balsdon, Cllr. Bishop, Cllr. O'Reilly and Cllr. Wale.

32. **Declarations of Interest.**

There were no updates to the Register of interests.

32.1 **Declaration of Interest in Agenda Items.**

There were no declarations of interest in any agenda items.

33. **Approval of Minutes of the BPC meeting on Tuesday 4th February 2025.**
The minutes of the BPC meeting held on Tuesday 4th February 2025 were agreed as a true record of the meeting and signed by the Chairman.
34. **Planning Applications**
- 34.1 **Planning Applications on which BPC has been consulted by WBC:**
- 34.1.1 **25/00219/HOUSE & 25/00220/LBC – 56 Church View.**
Installation of air source heat pump and removal of existing oil tank.
It was agreed that BPC has **no objection** to these applications.
- 34.1.2 **25/00271/HOUSE – Kings Copse House (Bucklebury Parish).**
Log drying store extensions to existing biomass boiler building.
It was agreed that BPC has **no objection** to this application.
- 34.1.3 **25/00189/AGRIC – Land West of Herons Cottages, Buckhold.**
Application to determine if prior approval is required for a proposed: Agricultural storage building, hard feed, grain milling, hay and young weaned calves rearing unit.
Issues were raised about the lack of consistency of the information in the application on: whether the building will be used for calves or not (and if it is, the proximity to Herons Farm Cottages), the height of the building and the history of the site. Concern was also raised about potential noise from grain milling.
BPC agreed to **object** to this application.
- 34.2 **Planning Decisions taken by WBC:**
- 34.2.1 **25/00172/COND – 1 Buscot Copse.**
Application for Approval of Details Reserved by Condition 5 (Ecological enhancements) of planning permission 24/00351/AGRIC2: Application to determine if prior approval is required for a proposed: New building for woodland tool and machine store with wood drying lean-to for forestry purposes.
BPC made **no comments** on this application which has been **approved** by WBC.
- 34.2.2 **24/02799/LBC & 24/02757/NONMAT – Army House Bedsit, Bradfield College.**
Section 19 – Application for Variation of Condition 2 (Approved plans) following Grant of Planning Permission 23/01869/LBC & 23/01868/FUL – Reroofing, replacement of rainwater goods, external repairs, replacement of single glazed rooflight with double glazed conservation rooflight, replacement ventilation, installation of replacement sanitary ware, reconfiguration and refurbishment of boarding rooms and redecoration of boarding house including new M&E infrastructure and replacement suspended ceilings and associated temporary scaffolding.
BPC had **no objection** to these applications which have been **approved** by WBC.
- 34.2.3 **24/02021/LBC – Church of St. Andrew, Church Road.**
Section 19A – Variation of Condition 2 (Approved Plans) of previously approved application 22/01842/LBC2: Section 19 – Application Variation of a Condition 2 (approved plans) following Grant of Listed Building Consent of approved application 20/01308/LBC2: Works associated with the conversion of the Church comprising internal and external alterations and building fabric repairs; removal, relocation and adaptation of internal fixtures; partial demolition of south transept south façade and existing Gray School plant room; erection of link building to Gray School and new plant room; complete reroofing, works to basement, installation of staircase within south transept, raised floor, mezzanines, spiral staircase, internal access ramp, tiered seating, glazed screens within arches, wall panelling, bookcases, ventilation, heating and lighting, WCs, reception and refreshment counters and acoustic rafts; repairs to boundary walls and railings, replacement of southern boundary wall, new fencing and associated hard and soft landscaping works.
BPC had **no objection** to this application which has been **approved** by WBC.

34.2.4	<p>24/01927/NONMAT – Church of St. Andrew.</p> <p><i>Non material amendment to approved 21/02786/FUL – Conversion of Church from D1 to C2 Use Class (as part of Bradfield College Campus) and associated external alterations, demolition of existing Gray School plant room; erection of link building to Gray School and new plant room; installation of subterranean fuel tank; surface water and foul drainage; removal of tree works to retained trees, removal of hedgerow and associated hard and soft landscaping works. Section 73 application to vary condition 2 (approved plans) of approved 20/01307/FUL. Amendments to regularise the status of works carried out during the construction phase.</i></p> <p>BPC made no comment on this application which has been approved by WBC.</p>	
34.3	<u>Enforcement Issues.</u>	
34.3.1	<p>Applecroft.</p> <p>District Cllr. MacKinnon commented that he has followed up on this case, but, to date, a follow up site visit has not been made.</p>	
34.3.2	<p>49 Southend Road.</p> <p>The concerns with the outbuilding have been reported to Sovereign Housing Association and the WBC Enforcement team. Sovereign Housing Association are understood to be visiting the site and liaising with the WBC Enforcement team.</p>	
34.3.3	<p>Garden Cottage, Tutts Clump.</p> <p>It was noted that application 15/03368/FULD for the removal of conditions in relation to an earlier application was refused on 18th April 2016, yet the roof lights have not been removed and there has been no subsequent planning permission (permitted development rights had previously been withdrawn). District Cllr. MacKinnon agreed to pursue this situation.</p>	RMK
34.3.4	<p>Little Cannan.</p> <p>Trees have been cleared on the west side of the site. A TPO was put on trees on the site and permission was granted for the removal of the tree. But the tree removed, was the reason that an earlier application for development of the site was refused.</p>	
34.3.5	<p>Old Travellers Rest.</p> <p>It was noted that a bonded surface has been put down on the drive.</p>	
34.3.6	<p>Orchard Lodge.</p> <p>District Cllr. MacKinnon agreed to look into the CIL payments on attic space converted as part of the original development, rather than as per the plans and fire regulations in relation to the converted space.</p>	RMK
35.	<u>District Councillor's Report.</u>	
35.1	<p><u>Ashampstead Road Closure.</u></p> <p>District Cllr. MacKinnon has been in discussion with WBC and Bradfield College about the road closure. He is organising a public meeting about the closure.</p>	RMK
35.2	<p><u>WBC Budget.</u></p> <p>WBC approved the budget at the end of February, resulting in a request to Central Government for £16 million. This has been agreed but will need to be paid back with interest. The budget includes a reduction in the amount of winter gritting and a move to a three weekly black bin collection.</p>	
35.3	<p><u>Local Government Reorganisation.</u></p> <p>WBC's current preferred position is to combine with the Vale of the White Horse and South Oxfordshire to form a new unitary authority. At the current time, there are no planned changes to the number of wards (and ward councillors) or the parishes.</p>	
35.4	<p><u>WBC Member's Bid.</u></p> <p>The WBC Member's Bid of £3,007.50, for repairs to the telephone box in Bradfield and a new defibrillator, was successful.</p>	

- 35.5 Pothole on Southend Road to the West of Cripps Farm.
It was questioned how long it will take WBC to make permanent repairs to the pothole to the west of Cripps Farm. There have been two attempts to make temporary repairs and there is currently a bollard in the pothole.
36. **Finances.**
- 36.1 Bank Reconciliation dated 4th March 2025.
The Clerk had circulated a bank reconciliation dated the 4th March 2025 prior to the meeting. This reconciled to the balance on the Treasurer's Account (current account) on the 3rd February 2025 with a balance of £16,893.50. Once all cheques and credits have cleared, the balance in the Treasurer's Account will be £15,299.97. The balance in the Business account on the statement dated the 27th January 2025 was £73,845.49. Cllr. Allnutt verified the finance report against the bank statements.
- 36.2 List of payments and receipts.
The following payments have been made since the last meeting:
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| Salaries/HMRC (February 2025) | £577.85 |
| Bibby Commercial Finance Ltd (dog bin emptying) | £70.72 |
- 36.3 Grant applications.
The following grant applications and donations were considered and approved:
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| NewsLink | £400.00 |
| Bradfield Village Hall (Village Field & Play area) | £4,400.00 |
| Bradfield Primary School (for new tables) | £520.00 |
| St. Peter's Preschool | £980.00 |
| Tutts Clump Burial Ground | £300.00 |
| Bradfield WI | £250.00 |
| Bradfield Coffee Club (Methodist Church) | £250.00 |
| Bradfield Luncheon Club | £250.00 |
| Standby Group | £600.00 |
| John Symonds Trust | £600.00 |
| Bradfield Parochial Charities | £200.00 |
| Pang Valley Flood Forum | £150.00 |
| CPRE | £60.00 |
- 36.4 Clerk's Salary.
Payment of the Clerk's salary for March 2025 was approved.
37. **Highways.**
- 37.1 Use of SID in the Parish.
The Clerk has submitted a grant application to the Police and Crime Commissioner for PPE and Community Speed Watch signage totalling of £1,440.
The Clerk has updated the WBC SID portal with the current Bradfield PC Public Liability insurance.
Cllr. Allnutt is working with WBC to update the list of sites in Bradfield Southend from which SID can be deployed. It is hoped that volunteers will then come forwards to help deploy the equipment.
38. **Clerk's Report.**
- 38.1 Communications.
- 38.1.1 **TPO Notification for Buscot Copse.**
A Tree Preservation Order has been placed on land at Buscot Copse, such that no person shall:
- cut down, top, lop, uproot, wilfully damage or wilfully destroy, or

	<ul style="list-style-type: none"> cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction <p>of any tree in the area covered without consent of WBC.</p>	
38.2	<p><u>Annual Parish Assembly (APA) – Monday 7th April at 7.30pm.</u></p> <p>It was agreed that each of the groups receiving a grant would be asked for a report (maximum of 200 words) which can be read out at the APA. The major agenda item at the meeting will be the improvements to the hall.</p>	HP
39.	<u>Environment.</u>	
39.1	<p><u>Installation of additional dog waste bin to the south of Southend Road.</u></p> <p>It was agreed that a new dog waste bin should be positioned on footpath BRAD 3/1 (on the south side of Southend Road near The Old Post Office). The Clerk will contact the Rights of Way officer to seek permission.</p>	HP
39.2	<p><u>Contracts for emptying dog waste bins.</u></p> <p>It was agreed that BPC will contract Tactical Facilities Ltd to empty all the dog bins in Bradfield, rather than using two contractors. This change will take effect from the 1st April 2025.</p>	HP
39.3	<p><u>Installation of Commemorative Plaques.</u></p> <p>The plaques will be installed when confirmation has been received from Bradfield Village Hall Committee on the exact location where the plaques are to be installed.</p>	
39.4	<p><u>Installation of replacement Benches.</u></p> <p>This is waiting for Bradfield Village Hall Committee to make arrangements to transport and install the benches in their new locations at the Play Area and the Village Field. It is understood this will be done when the weather has warmed up.</p>	
40.	<u>Bradfield Village Hall (BVH).</u>	
40.1	<p><u>Update from the Tri Party Meeting held on Monday 24th February.</u></p> <p>A parishioner has stepped forwards to manage phase 1 of the improvements; he was well received and is a positive enhancement with drive and enthusiasm. He has challenged the Development and Village Hall Committees with a few requirements which need to be completed by the end of March. There is a question about who the Client manager will be. Phase 1 of the project will include an air source heat pump which is to be boxed in; this will require planning permission.</p> <p>There was a discussion about phase 2 of the project, what it might include and possible timescales. It was also questioned whether or not phase 2 of the project would go ahead. Cllr. House commented that if phase 2 is put on hold until phase 1 is complete, it is unlikely that the Development Committee would have the momentum to essentially start again. If planning for phase 2 was undertaken alongside the work of phase 1 there should be sufficient time to plan for a Public Works Loan should it be required.</p> <p>At the BPC meeting there was some confusion about what was actually being proposed for phase 2.</p>	
40.2	<p><u>Bradfield Village Hall Development Committee (since the Tri-party meeting).</u></p> <p>Whilst the Development Committee has not met since the Tri-party meeting, there have been numerous talks with outside bodies and contractors. The WBC Rural England Prosperity Fund (also referred to as a levelling up grant) application for £10,000 has resulted in the project being awarded a grant of £18,000, subject to strict conditions. The next meeting of the Development Committee is on Monday 10th March.</p>	
41.	<u>Round table comments.</u>	
41.1	<p><u>Replacement Recycling Bags.</u></p> <p>Cllr. House requested a replacement recycling bag; a slightly smaller recycling bag was delivered 9 days later by a roadsweeper.</p>	

- 41.2 Ashampstead Road Closure.
It was noted that the closure of Ashampstead Road will have implications on the road closure for the Remembrance Sunday service at the war memorial.
- 41.3 Renumeration for the Clerk.
It was suggested that the Clerk's renumeration should be on the agenda for the next meeting. The demands on the Clerk have increased and this needs to be considered.
- 41.4 Posts along the road around Frogmore Farm.
Fencing posts have been inserted into the verge on Back Lane and Mariner's Lane around Frogmore Farm to prevent vehicles driving on the verges. It was questioned whether this was allowed.
- 41.5 Hedge on Mariner's Lane.
The hedge between the Alms Houses and Pococks needs cutting back approximately 2 feet.
- 41.6 Spruce Beetle.
Bradfield Parish is at the edge of the demarcated area where conditions apply on the management of spruce, most work requires specific permission from the Forestry Commission.
Parts of Great House Wood are being clear felled by Yattendon Estates due to the spruce beetle.
The Clerk will put information on the website.
42. **The meeting concluded at 10.15pm.**
BPC meeting: Tuesday 1st April 2025 at 7.30pm in the Committee Room, Bradfield Village Hall.
Annual Parish Assembly: Monday 7th April 2025 at 7.30pm in Bradfield Village Hall.

HP