

**Minutes of a Meeting of Bradfield Parish Council held on Monday 6th July 2026
at 7.30pm in Bradfield Village Hall, Bradfield Southend.**

Present:

Cllr. K. Dearing (Chair)
Cllr. G. Allen
Cllr. G. Allnutt
Cllr. R. Balsdon
Cllr. K. Bishop
Cllr. A. House
Cllr. S. O'Reilly
Cllr. T. Wale
Mrs. H. Pratt (Clerk)
Four members of the public.

81. **Apologies.**
Apologies for absence were received and accepted from Cllr. Wyatt.
82. **Declarations of Interest.**
There were no updates to the register of interests.
- 82.1 **Declaration of Interest in Agenda Items.**
No declarations of interest were declared in any agenda items.
83. **Public Forum.**
- 83.1 **Bradfield Village Hall.**
The Village Hall Committee thanked Bradfield May Fayre Committee for their financial support following the May Fayre. The Committee is looking for somebody with marketing expertise to market the facilities of the hall.
The person who was metal detecting on the Village Field has been spoken to and the activity is believed to have stopped. Fly tipping of black bin bags into the bins around the Village Field has also stopped, after the bags were returned to the offender's own bin.
- 83.2 **Posts on the Cricket Field.**
Several of the posts around the Cricket Field, which protect it from unwanted intruders have rotted off. Given that the Cricket Field belongs to Bradfield Village Hall there has been a question about who is responsible for the posts. It is now understood that the Cricket Club are responsible for the field and its management; this matter needs to be discussed with the Cricket Club.
- 83.3 **Playground.**
A team of volunteers replaced the play bark under the multiplay unit in 2 hours. The new fence panels still need to be installed to block up the holes in the hedge. A quote has been approved for repairs to the poured surfacing which should be carried out over the next few weeks.
Fund raising is going well and a total of approximately £12,200 has been raised to date.
- 83.4 **Unofficial path from Village Field to Cock Lane.**
The path, mentioned at the last BPC meeting, has been inspected and found to be well established. There is currently a view to make it a formal path; if attempts are made to block it off, people will simply push through close by.
84. **Approval of Minutes of the BPC meeting on Monday 1st June 2026.**
The minutes of the BPC meeting held on Monday 1st June 2026 were agreed as a true record of the meeting and signed by the Chairman.
- 84.1 **Matters Arising.**

84.1.1 **BPC Insurance.**

The Clerk confirmed that the BPC insurance had been renewed with Zurich Insurance.

85. **Planning Applications**

85.1 **Planning Applications on which BPC has been consulted by WBC:**

85.1.1 **26/01303/FUL – Land East of Jennetts Wood, Tutts Clump.**

Erection of new build bungalow following demolition of existing structures.

The proposed bungalow utilises screw piles and no dig technology to protect the tree roots on the site. The development is considered infill and will be a self-build (and therefore exempt from CIL). Access to the site was conditionally approved via application 21/02507/OUTD (which was refused for other reasons).

The architect commented that details on ecology and landscaping are still being worked on. It was agreed that BPC has **no objection** to this application subject to more information on ecology and landscaping.

85.1.2 **26/01249/FUL – St. Andrew's School, Buckhold.**

Installation of cricket nets and associated drainage.

It was agreed that BPC has **no objection** to this application.

85.1.3 **26/01247/FUL & 26/01248/LBC – Bradfield College.**

Partial removal of wall and installation of external steps and path.

It was agreed that BPC has **no objection** to this application, but concern was raised at the potential for students to run down the steps, cross the pavement and go straight into the road.

85.2 **Planning Decisions taken by WBC:**

85.2.1 **26/00003/FUL – Cherry Orchard, Tutts Clump.**

Extension of existing barn.

BPC had **no objection** to this application which has been **refused** by WBC.

85.2.2 **26/00747/HOUSE – Edenholme, Hungerford Lane.**

Single storey side garage extension plus new fence and access gates.

BPC **objected** to this application which has been **approved** by WBC.

85.2.3 **26/00695/HOUSE – Heath Farm Cottage, Southend Road.**

Detached garage with home office.

BPC **objected** to this application which has been **approved** by WBC

85.2.4 **Lodge, Stanford Woods.**

Proposed timber orangery and reposition of veranda.

BPC had **no objection** to this application which has been **approved** by WBC.

85.3 **Other Planning Matters.**

85.3.1 **Enforcement.**

Cllr. House commented that he has given up with WBC Enforcement. Cllr. House had read in the Newbury Weekly News about how WBC had adopted a new Enforcement policy and how reported breeches were being prioritised. BPC had not been consulted on this new policy. Genuine concerns of BPC are being disregarded and there is no District Councillor available to follow these cases up.

85.3.2 **WBC Licensing – Ice Cream Cart.**

BPC has been consulted on a licensing application for an ice cream cart to operate from the play area at Bradfield Village Hall (in addition to three other locations in West Berkshire). Information about the application was passed to Bradfield Village Hall Committee and the Village Shop. Concern was raised about the competition such a cart would have with the Village Shop, which needs every possible transaction to survive. BPC responded, to the licensing application, that it had no objection, subject to the cart only being on the play area when the Village Shop is closed.

86. **District Councillor's Report.**
No District Councillor was present.
87. **Finances.**
- 87.1 **Expenditure against Budget to the 30th June 2026 (Q1).**
During Q1 of FY26/27, income has totalled £18,324.08, which includes the Police and Crime Commissioners grant for a Vehicle Activated Sign of £4,000. Budgeted income for the full year is £27,750.
Expenditure for Q1, including VAT is £4,075.85.
- 87.2 **Bank Reconciliation to the 6th July 2026.**
The Clerk circulated a bank reconciliation to the 6th July 2026 showing a balance in the Community Account of £20,439.47 once all transactions have cleared. This was reconciled to the bank statement, which showed a balance of £23,620.35 on the 3rd June 2026.
The balance in the Community Instant Access Account was £42,064.93 on the 26th June 2029.
Cllr. Allnutt verified the bank reconciliation against the bank statements.
- 87.3 **List of payments and receipts since the last BPC meeting.**
The following payments have been made since the meeting on the 1st June:
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| Information Commissioners Office (ICO) | £47.00 |
| Bank charges (10/4/26 – 9/5/2026) | £12.25 |
| Zurich Municipal (Insurance) | £923.28 |
| Staff costs (June 2026) | £647.18 |
| Chair's Allowance | £125.00 |
| Bradfield Village Hall (rent for meeting on 6/7/2026) | £54.00 |
| Autela Payroll Services Limited (1/4/26 – 31/7/2026) | £72.00 |
| April Skies (Internal Audit) | £330.00 |
| Titan Email services | £28.68 |
- 87.4 **Clerk's Salary.**
Payment of the Clerk's salary for July 2026 was approved.
88. **Highways.**
- 88.1 **Community Speed Watch (CSW).**
Cllr. Dearing reported that there have been a lot of CSW sessions over the last few weeks, with a speed of 47mph recorded on Southend Road by Wellington Gardens.
Bucklebury PC have contacted Cllr. Dearing about the possible shared purchase of a camera to carry out CSW which only requires two volunteers, rather than the current three volunteers. It was agreed that Cllr. Dearing would talk to the CSW co-ordinator to find out whether this would potentially have benefits in Bradfield parish, and report back at the next meeting.
Cllr. Allnutt commented that BPC should consider the purchase of CSW signs at all of the village gateways in the parish. It was agreed that the Clerk would speak to Gareth Dowding about exact location and size of the signs.
- 88.2 **Road Markings.**
It was suggested that 30mph roundels could be painted on the road at the entrance to 30mph zones. Road markings to restrict the width and village gates were also suggested. It was agreed that the Clerk would contact the road safety engineers about painting the roundels on the road.
- 88.3 **Hedges.**
It was reported that the trees from Acres Farm are continuing to grow out into Hungerford Lane causing a particular hazard to larger vehicles, making them move into the middle of the road.

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The hedge of the property next to the Queen's Head on Southend Road is sufficiently overgrown that pedestrians have to walk in the road. It was suggested that this be reported to WBC.

89. **Clerk's Report.**

89.1 **Complaints Procedure.**

The Clerk circulated a Complaints Procedure which was considered and approved.

89.2 **Correspondence.**

89.2.1 **Newslink Article.**

A formal complaint has been received about the reasons for objection on a planning application documented in Newslink. The Clerk has responded to the complaint, and no further correspondence has been received to date.

It was agreed that Newslink articles would be proofread by the Clerk and the Chairman.

89.2.2 **WBC Winter Service Plan.**

The Winter Service Plan has recently been sent out. It was questioned why Scratchface Lane is a secondary gritting route. Meanwhile Hungerford Lane is not on any gritting route but is on the snow clearance route.

89.2.3 **Grit Bin.**

Cllr. Balsdon reminded the Clerk about the agreement made earlier in the year to request WBC to put a grit bin on Dark Lane. The Clerk and Cllr. Balsdon will work on the information which needs to be submitted to WBC for a bin to be installed.

90. **Reports from any meetings.**

90.1 **Bradfield Village Hall.**

Cllr. Balsdon reported that if too many kettles are turned on in the kitchen at the same time, there are problems. To resolve this, there is now only one kettle in the kitchen.

91. **Round table comments.**

91.1 **Footpath BRAD 14/1 opposite Cherry Orchard.**

The staggered barriers on the footpath entrance opposite Cherry Orchard are loose and no longer doing their job. This will be reported to WBC.

91.2 **Electric Bike Rider.**

There have been a number of reports of a young person in dark coloured clothes riding a modified electric bike with no lights after dark. Anyone witnessing this is encouraged to report it to Thames Valley Police on 101 (either online or by telephone).

91.3 **Martyn's Law.**

Cllr. O'Reilly reported that he had attended online training on Martyn's Law. A number of aspects of the regulations are still very unclear. Cllr. O'Reilly asked a question specifically about the May Fayre and what the requirements on such an event would be; it was confirmed that this is a grey area.

91.4 **Black and White Arrow Road Signs.**

WBC has re-concreted in the black and white arrow road signs on Union Road.

91.5 **Thames Water Drop In.**

Thames Water have organised a drop-in session in Beenham Village Hall, Picklepythe Lane on Thursday 16th July between 4pm and 6pm to talk about the improvements being made to the water main.

92. **The meeting concluded at 9pm.**

Next BPC meeting: Monday 3rd August 2026 at 7.30pm in Bradfield Village Hall, Southend Road, Bradfield Southend.