

Minutes of a Meeting of Bradfield Parish Council held on

Tuesday 4th April 2023 at 7.30pm in the Committee Room, Bradfield Village Hall, Bradfield Southend.

Present: Cllr. A. House (Chairman)

Cllr. M. Ashbrook

Cllr. R. Balsdon

Cllr. P. Henwood

Cllr. P. Isherwood

Cllr. T. Wale

Mrs. H. Pratt (Clerk)

Three members of the public were in attendance.

47. **Apologies.**

Apologies of absence were received from Cllr. Dearing, Cllr. O'Reilly and District Cllr. MacKinnon.

48. **Declarations of Interest.**

There were no changes to the register of interests and no interests were declared in any agenda items.

49. **Public Forum.**

49.1 **Newslink.**

It was noted that there had been errors in the Clerk's email address and the website address in Newslink since the August/September 2022 edition. BPC apologises for any confusion this has caused.

49.2 **Mud on Pavement on Southend Road between Heath Road and the Village Shop.**

The mud and water on the pavement between Heath Road and the Village Shop is causing people to have to walk in the road. It was asked whether the pavement could be swept. The camber of the pavement means that water runs away from the road onto the grass making that muddy and because people park on the grass it has become a mess. If the pavement is underwater it is safer to walk on the grass than in the road. Concern was raised about both the safety and the visual issues.

It was noted that in some areas the Police are enforcing no parking on pavements. Questions were asked about who the grass belongs to WBC.

50. **Approval of Minutes.**

50.1 **BPC meeting held on Tuesday 7th March 2023.**

The minutes of the BPC meeting on Tuesday 7th March 2023 were approved as an accurate reflection of the meeting and were signed by Cllr. House.

51. **Matters arising from the minutes.**

51.1 **Parish Council Elections on 4th May 2023.**

The deadline for nomination forms for prospective councillors was at 4.30pm on Tuesday 4th April. There have been eight nominations to fill nine seats, so all applicants will become councillors in an uncontested election.

51.2 **Bradfield May Fayre Volunteers.**

The number of volunteers needed has increased from forty to seventy; more volunteers are needed.

51.3 **Bradfield Village Hall.**

BPC are continuing to explore the possibilities of nominating the Village Hall as an Asset of Community Value.

51.4 **Bradfield Alms Houses.**

There has been no update on the constitution of the Charity.

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51.5 Picnic Benches.

Delivery of the picnic benches to the play area and the Village Field are still pending.

51.6 Invoices.

The invoice for the Remembrance Sunday road closure remains outstanding.

51.7 Plaques.

The two plaques, to mark the reign of Queen Elizabeth II and the coronation of King Charles III have been delivered. Arrangements for installation of the three plaques can now be organised.

51.8 Gigaclear Box.

Gigaclear engineers have been out to the box and it is now quiet again.

51.9 Toilet facilities for the May Fayre and Coronation Event.

No request has been received for toilet provision at the May Fayre or the Coronation event.

52. Planning Applications

52.1 Planning Applications on which BPC has been consulted by WBC:

52.1.1 **23/00514/LBC – 55 Church View.**

Damp proof membrane and dry lining to interior of the rear ground floor and associated external localised repairs to rear of building.

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

52.1.2 **23/00494/FUL – Doctors Surgery, Cock Lane.**

Refurbishment and conversion of former doctor's surgery into a detached dwelling and erection of new detached dwelling, with associated parking spaces, landscaping and infrastructure.

It was agreed that BPC **objects** to this application on the grounds of insufficient parking spaces based on WBC planning policy. It was also suggested that a number of the conditions on the previous application be considered if this application is to be approved.

52.1.3 **23/00658/FUL – Swallows Loft, Buckhold.**

Proposed car shelter.

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

52.2 Planning decisions taken by WBC:

52.2.1 **22/00158/HOUSE – 3 Southend Cottage, Southend Road.**

S73: Variation of Conditions (1) Commencement of Development, (2) Approved Plans and (3) Materials of approved application 21/02208/HOUSE: Proposed single and two storey rear extension.

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

52.2.2 **23/00106/HOUSE – 1 Herons Farm Cottage, Buckhold.**

Proposed part two-storey, part single-storey side extension, new front porch and associated alterations.

BPC had **no objection** to this application which has been **withdrawn**.

52.2.3 **22/03031/COND – Orchard Lodge.**

Application for approval of details reserved by condition 4 'arboricultural supervision', 5 'drainage', 14 'cycle/bin storage facilities', 16 'soft landscaping' and 17 'external lighting' of approved application 22/01874/FULD: Demolition of existing house, rear and side outbuildings, erection of replacement dwelling and cycle store.

BPC made comment on this application which has been **approved in part and refused in part**.

52.2.4 **22/02973/HOUSE – 6 Wellington Gardens.**

Proposed ground floor rear and side extension, internal alterations, floor plan redesign and all associated works at 6 Wellington Gardens.

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

52.2.522/02974/HOUSE – 6 Wellington Gardens.

Proposed rooflights, internal alterations and all associated works at 6 Wellington Gardens.
BPC **objected** to this application which has been **approved**.

52.3 Planning Decisions Taken to Appeal:

52.3.122/00697/FULD – Reservoir (covered), Tutts Clump.

Demolition of former water pumping station reservoir, associated plant and buildings, replacement with detached 5-bed dwelling with integral garage.

BPC had **no objection** to this application which was **refused** by WBC and has now been **taken to appeal**.

52.4 Enforcement Issues.

52.4.1 **McVeigh Parker.**

The lights installed at McVeigh Parker are no longer being used.

52.4.2 **Little Canaan, Jennett’s Wood.**

A motorhome has been moved onto the land between Jennetts Wood and Bishops Road. A name plate, “Little Canaan” has been put up. There are no services to this plot of land and no permission for habitation. It is believed the motorhome can legally stay on the site for a period of up to 28 days.

52.4.3 **Speedwell, Scratchface Lane.**

The new dwelling is now being marketed.

53. Highways.

53.1 Wheelie Bin Stickers.

The Clerk and Cllr. Dearing are working on distribution of the wheelie bin stickers.

53.2 Grit bin on Mariners Lane.

The Clerk will apply for the license and a new grit bin will be ordered for delivery by the Autumn.

53.3 Cock Lane.

The water flow along Cock Lane between Bishops Road and Crackwillow is more complex than had been first thought as the ditch on the south side of the road is intermittent (as has been realised now the hedge has been cut). The Clerk will look at it in more detail before documenting the problem and sending it to WBC.

The damaged brickwork on the bridge, resulting from the accident, has been rebuilt and new railings installed. Debris in the stream is beginning to cause a dam. Signage has been rescued from the stream.

53.4 Vehicle on Cock Lane.

The silver Mercedes parked on Cock Lane opposite Bradfield Primary School, without tax or MOT has been “ticketed” by WBC as part of the removal process.

53.5 WBC Consolidated TRO for road closure.

WBC is organising a consolidated TRO for regular road closures, including Remembrance Services. Applications under this consolidated TRO had to be submitted before the 31st March 2023; the Remembrance Service in Bradfield was submitted and administration discussions are now ongoing.

53.6 Ashampstead Road Closure.

The closure of Ashampstead Road from Buscot Hill to Church Road from the 3rd April has been extended to the 11th April.

53.7 Speeding.

There was a discussion about traffic flow through the village and it was asked whether WBC would carry out a study with a view to possibly implementing chicanes to slow down the traffic.

The SID has been used on Ashampstead Road.

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54. **Clerk's Report.**

54.1 **Annual Parish Assembly.**

The Annual Parish Assembly will take place at 7.30pm in Bradfield Village Hall on Thursday 27th April. The Clerk will request reports from local groups. Cllr. House will arrange refreshments.

54.2 **Bradfield Village Hall.**

The Village Hall Committee has increased their rent to cover increasing costs. Additionally a surcharge is being applied for heating of £3.00 per hour from October through March. The charge for the main hall will be £18.00 per hour and the committee room £15.40 per hour (excluding any surcharge).

This was felt to be rather excessive and there was a discussion about alternative venues. It was agreed to discuss the venue for future meetings at the May meeting in the committee room.

54.3 **Parish Council at the May Fayre.**

The Clerk will provide a table and gazebo for the BPC stand at the May Fayre.

55. **Environment.**

55.1 **Defibrillator in Bradfield.**

Cllr. Isherwood and the Clerk have inspected the telephone box in Bradfield Village, and whilst work is desperately needed, it is not believed to be in too bad a state.

It would appear to still have an electricity supply. The Clerk is working on proposals and investigating whether a charity may be able to cover the cost of the electricity.

55.2 **Dog bin contract.**

The new WBC contract for emptying of dog bins is actually being carried out by the previous contractor. The two bins at Rushall Farm have been removed from the contract, however they have been charged for the first quarter of this calendar year; this cost will be subtracted from the next invoice.

55.3 **Ivy in Oak Trees.**

Concern has been raised by a parishioner about ivy growing in oak trees which are subsequently weakened and ultimately dying. It was agreed that parishioners should be encouraged to take care of any trees they own and any near their properties.

56. **Reports.**

56.1 **Bradfield Village Hall AGM.**

The Village Hall AGM will take place on Monday 17th April.

57. **Correspondence.**

57.1 **Thank you letters.**

A number of thank you letters have been received for the grants distributed in March 2023.

57.2 **School Parliament.**

A request has been received from the School Parliament at Bradfield Primary School for a £90 donation to plant a tree to celebrate the Coronation. Various questions were asked about what type of tree, where it would be planted and when. In principle, BPC was in favour of the idea, but various details were required.

57.3 **Campaign to Protect Rural England (CPRE) Membership.**

CPRE have written asking for their annual membership, suggesting that it be increased from £36 to £60. BPC agreed to leave the membership at £36.00.

57.4 **Carebus.**

The Carebus organisation have written requesting a grant. BPC supports the Standby group which offers a very similar service to Carebus and therefore on this occasion BPC will not support Carebus.

57.5 **Local Plan Review 2022-2039.**

The draft Local Plan was submitted to the Planning Inspectorate on the 3rd April 2023.

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58. **Finance.**

58.1 **Bank Reconciliations.**

The Clerk prepared finance reports to the 31st March 2023 (this being the end of the financial year) and the 4th April 2023. Finances for FY22/23 included total expenditure of £23,087.35 and income of £72,230.44, including £47,016.33 in CIL funds.

The finance report dated the 4th April 2023, showed a balance of £7,793.03 in the Treasurer's Account once all lodgements and payments have cleared. This was reconciled back to the bank statement of the 3rd March 2023 which showed a balance of £12,570.91.

58.2 **List of payments and receipts since the last meeting.**

In addition to payments of the grants agreed at the last meeting, £69.31 has been paid out for payroll services.

The following payments were agreed at this meeting:

Tower Mint Ltd (300 King Charles III Coronation medals)	£1,088.40
Queen Elizabeth II and King Charles III Coronation Shields	£650.00
West Berkshire District Council (Dog bin emptying)	£491.75
Bradfield Village Hall – Rent for 2 x Annual Assemblies and 3 BPC meetings	£252.00

The Clerk has made a VAT reclaim of £2,942.81 covering the period from February 2020 to December 2022.

Payment of the Clerk's salary for April and May 2023 were approved.

59. **Round table comments.**

59.1 **Trees on Hungerford Lane.**

It was noted that the conifer trees on Hungerford Lane, opposite Acres Farm are growing over the road.

59.2 **Farewells.**

Cllr. Ashbrook, Cllr. Henwood and Cllr. Isherwood have decided to retire from BPC and have not submitted nomination papers for the election. They commented on the privilege and honour it had been to represent the community and serve on BPC, and thanked their fellow councillors.

60. **The meeting concluded at 9.30pm.**

Next meetings:

Annual BPC meeting: Tuesday 9th May 2023 at 7.30pm, Committee Room, Bradfield Village Hall