

BRADFIELD PARISH COUNCIL

To: All members of Bradfield Parish Council

You are hereby summoned to attend an ordinary meeting of Bradfield Parish Council. If you are unable to attend, please send your apologies to the clerk.

Notice of Meeting

Date: Tuesday 5th August 2025

Time: 7.30pm

Location: St. Peter's Church, Southend Road, Bradfield Southend.

Helen Pratt

Helen Pratt – Clerk to Bradfield Parish Council

30th July 2025

Agenda

- 1 Public forum
- 2 To receive apologies for absence.
- 3 Declarations of Interest:
 - 3.1 To receive any updates to the Register of Interests.
 - 3.2 To receive any interests in agenda items.
- 4 To approve the minutes of the following meeting:
 - 4.1 Tuesday 1st July 2025
- 5 To review Corporate Documents:
 - 5.1 Standing Orders
 - 5.2 Financial Regulations
- 6 Planning matters:
 - 6.1 To consider the following planning applications:
 - 6.1.1 25/01165/FUL – 1 Buscot Copse, Bradfield.
Retrospective: Erection of 1.5 storey cabin for tourism use with log burner and change of use of part of site to provide camping site.
 - 6.1.2 25/01326/FUL – Land West of Herons Cottages, Buckhold.
Construction of a livestock building within existing farmyard and located between livestock buildings and storage barn.
 - 6.1.3 25/01327/FUL – Land West of Herons Cottages, Buckhold.
Construction of a livestock building within existing farmyard and located between livestock buildings and storage barn.

6.1.4 25/01491/HOUSE – Orchard Lodge, Tutts Clump.

Roof Light additions to existing property.

6.1.5 25/01640/HOUSE – Orchard Lodge, Tutts Clump.

New pool enclosure.

6.2 Planning decisions taken by WBC.

6.3 To receive an update on enforcement matters.

7 To receive the District Councillors report.

8 Finances.

8.1 To review the bank reconciliation (dated 5/8/2025).

8.2 To receive a list of receipts and payments since the last meeting.

8.3 To approve the Clerks salary for August 2025.

8.4 To approve the latest LGA pay agreement.

9 Highways.

9.1 To receive an update on any highway issues.

9.2 Engaging more volunteers to reduce speed.

9.3 To consider the WBC Winter Service Plan.

10 To receive the Clerk's report.

10.1 To consider where to hold meetings after 1st November.

10.2 To receive an update on the Remembrance Service.

10.3 To resolve to appoint April Skies as the Internal Auditor for 2025/26.

11 Environment

11.1 To discuss progress with setting up a working group to work on improving the mobile phone signal.

11.2 To receive an update on installation of the commemorative plaques.

11.3 To receive an update on installation of the replacement benches.

11.4 To receive an update on the Bradfield telephone box and to determine which defibrillator to purchase.

12 Bradfield Village Hall (BVH).

12.1 To receive an update on refurbishment works.

13 Round table comments (note this is for information only and no decisions may legally be made).

Date of future meetings:

Next Parish Council meeting Tuesday 2nd September 2025 at 7.30pm in St. Peter's Church, Southend Road, Bradfield Southend.