

BRADFIELD PARISH COUNCIL

To: All members of Bradfield Parish Council

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

Notice of Meeting

Date: Tuesday 6th May 2025

Time: 7.30pm

Location: Bradfield Village Hall, Southend Road, Bradfield Southend.

Helen Pratt

Helen Pratt – Clerk to Bradfield Parish Council

28th April 2025

Agenda

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Office.
2. To elect the Vice-Chairman.
3. To receive apologies for absence.
4. Declarations of Interest:
 - 4.1. To receive any updates to the Register of Interests.
 - 4.2. To receive any interests in agenda items.
5. Public forum.
 - 5.1. To approve the minutes of the following meeting held on Tuesday 1st April 2025.
6. Matters arising from the minutes not covered elsewhere by the agenda (this is for information only: no decisions can be made under this item).
7. To review the Asset Register.
8. To review the Council Insurance policy.
9. To confirm positions on external committees:
 - 9.1. Bradfield Parochial Charities (The Almshouses),
 - 9.2. Bradfield Village Hall Management Committee,
 - 9.3. The Pang Valley Flood Forum.
 - 9.4. To confirm positions of responsibility:
 - 9.5. Planning
 - 9.6. Footpaths

9.7. Incidents

9.8. Newslink.

10. To consider ordinary Council meetings in 2025/26.

10.1. To fix the dates and times.

10.2. To discuss the location of meetings.

11. Planning matters:

11.1. To consider the following planning applications:

11.2. 25/00732/HOUSE & 25/00733/LBC – Gardeners Cottage, Buckhold.

Erection of side extension to existing dwelling and internal alterations.

11.3. 25/00437/OUT – Copyhold Farm, Bradfield.

Outline application for conversion of barns to provide four dwellings including one self-build dwelling and associated infrastructure. (Three access options presented). Matters to be considered: Appearance, Landscaping and Scale.

11.4. 25/00339/HOUSE – Linden House, Burnt Hill (Ashampstead Parish)

Installation of a fenced tennis court.

11.5. Planning decisions taken by WBC.

11.6. To receive an update on enforcement matters.

12. To receive the District Councillors report.

13. Finances.

13.1. To approve the bank reconciliation for FY24/25.

13.2. To review expenditure against budget for FY24/25.

13.3. To review standing orders/direct debits.

13.4. To receive a bank reconciliation (dated 6/5/2025).

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

13.6. To approve the Clerks salary for May 2025.

14. Highways.

14.1. To receive an update on use of the WBC SID in the parish.

15. To receive the Clerk's report.

15.1. To review the number of hours worked by the Clerk.

15.2. Correspondence.

16. Environment.

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

- 16.2. To receive an update on installation of the replacement benches.
- 17. Bradfield Village Hall (BVH).
 - 17.1. To consider the request by BVH for the remainder of the CIL funds allocated to the development project.
 - 17.2. To receive an update from the Development Committee.
- 18. To receive reports from meetings attended on behalf of BPC.
- 19. Round table comments (note this is for information only and no decisions may legally be taken).

Date of future meetings:

Bradfield PC: Tuesday 3rd June 2025 at 7.30pm in the Committee Room at Bradfield Village Hall.