

## Minutes of a Meeting of Bradfield Parish Council held on

Tuesday 6<sup>th</sup> December 2022 at 7.30pm in St. Peter's Church Hall, Bradfield Southend.

**Present:** Cllr. A. House (Chairman)  
Cllr. R. Balsdon  
Cllr. K. Dearing  
Cllr. P. Henwood  
Cllr. S. O'Reilly  
Cllr. T. Wale  
Cllr. R. Wyatt  
District Cllr. MacKinnon  
Mrs. H. Pratt (Clerk)

**There were nineteen members of the public in attendance.**

139. **Apologies.**

Apologies of absence were received from Cllr. M. Ashbrook and Cllr. P. Isherwood.

140. **Declarations of Interest.**

Declarations of interest were declared in application 22/02813/HOUSE for Pippins, Tutts Clump; Cllr. Wale is an immediate neighbour and Cllr. House has responsibilities for properties belonging to the Methodist Church who own land and properties adjacent to Pippins.

Cllr. O'Reilly declared an interest in application 22/02850/TELE56 as a near resident.

141. **Public Forum.**

141.1 **Remembrance Service at the War Memorial.**

It was reported that £85.60 was collected for the Royal British Legion at the Remembrance Service at the War Memorial on 13<sup>th</sup> November.

141.2 **Planning application for a telephone mast at the corner of Heath Road and Southend Road.**

Concern was raised by parishioners about the proposed mast, particularly if it is not going to improve the signal in the immediate vicinity of the mast. Questions were asked about what other alternative sites had been considered. The mast is only for "Three" users and will only transmit a 5G signal. Whilst the Bradfield area would benefit from a better service, any mast needs to be in a better location.

District Cllr. MacKinnon commented that some masts do not need planning permission to be erected. The current application is seeking to determine whether full planning permission is required. Given that the site is within the AONB, it is likely that planning permission will be required. Parishioners were encouraged to object to this application and any subsequent full planning application with individual letters of objection; these carry significantly more weight than a petition. The site belongs to WBC, so permission will be required from WBC to erect the mast, even if planning permission is granted.

All the Councils in Berkshire are working together to remove blackspots in mobile phone coverage.

141.3 **Bradfield Village Hall.**

The trustees of the Village Hall have responded to a letter from a parishioner raising concerns about funds to maintain the existing hall which are likely to run out within the next 18 months, and that no plans have been made for the "What if?" scenario arising. Equally, no plans have been made for the new hall if sufficient funds are not raised. Alternatives for a community hall need to be considered.

141.4 **Huge Oak Tree.**

A resident has raised concerns to WBC about a huge oak tree, however, WBC has determined that the tree is growing on land which doesn't belong to anyone resulting in the tree being ownerless. District Cllr. MacKinnon will follow this up with WBC.

142. **Approval of Minutes.**

142.1 **BPC meeting held on Tuesday 1<sup>st</sup> November 2022.**

The references to Wellington Close were corrected to Wellington Gardens before the minutes of the BPC meeting on Tuesday 1<sup>st</sup> November 2022 were approved as an accurate reflection of the meeting and were signed by Cllr. House.

143. **Matters arising from the minutes.**

143.1 **McVeigh Parker Planning Conditions.**

Research is ongoing into the conditions on tree planting on the most recent planning application.

143.2 **Dog bin.**

No progress has been made with the new dog bin opposite Wellington Gardens.

143.3 **Bradfield Alms Houses.**

No update on the constitution of the Alms House Charity has been received.

143.4 **Picnic Benches.**

Delivery of the picnic benches to the play area and the field is still pending.

143.5 **Sovereign Housing Footway.**

The footway from South End Road to New Way is overgrown with brambles and weed in addition to the surface needing attention. It was reported that at least one person has suffered injury resulting from the surface. This will be reported to Sovereign Housing Association.

143.6 **Footway from Hungerford Lane to The Avenue.**

Works around the outfall of the ditch at The Avenue end of the footway still need to be fenced. The Clerk will raise this with Jon Winstanley at WBC.

143.7 **Southend Road Footway by the Old Bakery.**

The spongy footway (pavement) was reported to WBC and as a result has been excavated and renewed with a dropped curb and additional works on the adjacent road surface.

143.8 **Heath Road Tree Replacement.**

No recommendation has been received about a replacement for the cedar/pine tree.

143.9 **Footway from Wellington Gardens to Hungerford Lane.**

This has been raised with WBC; the footway has been pre-patched before being resurfaced on the footway resurfacing programme.

143.10 **Southend Road by Cripps Farm.**

This was reported to WBC and repairs have been made to the surface where the Gigaclear cables were laid.

144. **Planning Applications**

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

144.1.1 **22/02707/HOUSE – 38 Heath Road.**

*2 Storey rear extension. Single storey front extension. Detached garage.*

It was agreed that BPC has **no objection** to this application but suggests that the windows at first floor level on the side elevation should be frosted.

144.1.2 **22/02813/HOUSE – Pippins, Tutts Clump.**

*Addition of side and rear single storey extensions and rear dormer window to roof. Raising of roof over North facing front projection and conversion of attic space into bedrooms.*

It was agreed that BPC has **no objection** to this application, but it was noted that the garage will become an external store/outbuilding due to insufficient width for the access.

**144.1.3 22/02850/TELE56 – Land at Heath Road.**

*Application to determine if prior approval is required for a proposed: Development by or on behalf of an electronic communications code operator for the purpose of the operator's Electronic Communications Network in, on, over or under land controlled by that operator or in accordance with the electronic communications code: The proposal relates to the installation of 20m high slim-line monopole, supporting 6 no. antennas, 1 no. wraparound equipment cabinet at the base of the monopole, 1 no. equipment cabinet, 2 no. electric meter cabinets, 2 no. transmission dishes and ancillary development thereto.*

It was noted that the satellite dishes are not shown on the elevation drawings. The red desensitisation zone covers four of the adjacent properties. The pine/cedar tree, which has recently been felled, is shown on the drawings. The mast is just 11m from the nearest home. Heat and noise will be emitted from the mast 24 hours a day 365 days a year.

It was agreed that BPC **objects** to this application on the grounds of the impact the mast would have on the amenity space of residents and that it will be an eyesore in the middle of the village.

It was noted that historically the area in question has been a green space within the village.

**144.1.4 22/02625/FULMAJ – Awberry Farm (Beenham Parish).**

*Full application for the change of use of the site to a flexible events venue, including the provision of overnight accommodation.*

It was agreed that BPC would comment on this application and raise concerns about noise and light pollution to Bradfield Parish, particularly Bradfield Southend, during the summer months when the prevailing wind is blowing.

**144.1.5 22/02855/NONMAT – Stretton Close (for information only).**

*Non material amendment to approved 20/02410/RESMAJ - Approval of reserved matters following Outline Permission 17/03411/OUTMAJ Outline application for the proposed erection of 11 no. new dwellings; layout, means of access and scale to be considered. Matters seeking consent appearance and landscaping. Amendment - alterations to the position of the rear garden boundary fencing to plots 1 and 2.*

This application was for information only.

**144.2 Planning decisions taken by WBC:**

**144.2.1 22/01874/FULD – Orchard Lodge, Mariners Lane.**

*Demolition of existing house, rear and side outbuildings, erection of replacement dwelling and cycle store.*

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

**144.2.2 22/01622/FUL – Land at Heath Road.**

*An artificial cricket pitch which is 30m x 2.74m.*

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

**144.3 22/02355/HOUSE & 22/02356/LBC2 – Frogmore Farm.**

*Alterations to the elevation of the North facing roof section including the removal of 4 velux windows and replacement with 4 dormers. Repositioning of chimney in the modern elevation to the West, and internal alterations within the modern extension.*

BPC had **no objection** to these applications which have been **refused** by WBC.

**144.4 22/02421/HOUSE – Flora House, Southend Road.**

*Single storey rear extension, internal alterations, new porch and new patio area.*

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

**144.5 Enforcement Issues.**

**144.5.1 Enforcement Training.**

The WBC Enforcement team organised virtual training which was attended by Cllr. House and the Clerk.

WBC has now adopted an Enforcement Policy which clarifies the three different priorities to which cases can be assigned and how they will be handled. It also clarifies the process of how cases will be dealt with and the communication the reporting public can expect. It became clear from during the training that BPC is not alone in receiving poor communication from the WBC Enforcement team.

As a result of the training, BPC is drawing up a list of all of the outstanding enforcement cases for the enforcement team to consider.

**144.5.2 Boot Farm.**

The repurposed ‘mobile home’, which was supposed to have been moved from the site, has now been moved on site and burnt. Several new floodlights are in operation around the menage which are believed to be contrary to planning conditions.

**144.5.3 Merryfield Farm.**

Large rolls of membrane and pallets of possible surface material, for a menage, have been delivered to the site.

**144.5.4 Land opposite the Old Travellers Rest.**

In addition to the third container, the land is being used to park a number of cars and vans. The entrance gates are being left open.

**144.5.5 Hillside, Southend.**

Reports have been received that the granny annexe (permitted under application 10/02309/HOUSE) has been developed as a separate dwelling and has two council tax accounts. This will be raised with the WBC Enforcement team.

**145. District Councillor’s Report.**

**145.1 Cost of Living Crisis.**

WBC has opened the Cost of Living Hub, which has £700,000 to distribute as grants to people who are in need. A further £700,000 is expected from the Government. The Hub is working with other charity partners to assist local residents. Anyone struggling is encouraged to contact the Hub directly.

**145.2 Local Plan.**

WBC full council approved the latest draft of the new Local Plan. The Regulation 19 consultation will begin on the 6<sup>th</sup> January 2023. If no Local Plan is in place, planning applications are likely to be granted on appeal to developers, giving no local control over where developments take place.

**145.3 Planning Enforcement Training.**

District Cllr. MacKinnon has recently undergone the same planning enforcement training as Cllr. House and the Clerk.

It was noted that Building Control does not check that developments are consistent with planning permission.

**145.4 Budget for 2023/23.**

The Veolia Waste contract increases by the RPI each year. As a result of this increase and increasing inflation, WBC has had to make significant savings without cutting frontline services. It is hoped that the increase in council tax can be kept to 3.99% instead of the maximum allowed of 4.99%.

There is currently more demand for adult social care than has been seen in recent years.

**145.5 Food Waste.**

The recently introduced food waste service should save WBC £100,000 a year. The food waste is either converted into fertilizer or fed into an anaerobic digestion plant.

**146. Affordable Housing.**

**146.1 Pouncett Gardens.**

An invitation to visit the affordable housing properties at short notice by WBC was missed due to use of a defunct email address and the Clerk being away. An invitation to the official opening of the properties is expected.

All four of the affordable properties have recently been advertised by WBC under their Home Choices scheme.

147. **Highways.**

147.1 **Drains on Southend Road.**

Engineers revisited the site during the week commencing the 14<sup>th</sup> November following water continuously flooding Southend Road for three weeks after the numerous showers. Whilst the situation is improved, it is not resolved.

147.2 **Wheelie Bin proposals.**

It was agreed to purchase a pack of 500 mixed wheelie bin stickers for Southend Road and part of Cock Lane. The process for distribution will be determined once the stickers have arrived.

148. **Clerk's Report.**

148.1 **Location of meetings in 2023.**

Following correspondence from the PCC, the BPC meeting on January 3<sup>rd</sup> 2023 will be held in the Committee Room at the Village Hall. Whilst the Committee Room has been booked for the 1<sup>st</sup> Tuesday of the month throughout 2023 (with the exception of May, which will be on either the 2<sup>nd</sup> or 3<sup>rd</sup> Tuesday dependent upon the number of nominations for the parish council elections) significant concern was raised by some members about the lack of space, as a result alternative venues will be explored.

148.2 **Budget for 2023/24.**

The draft budget for 2023/24 includes £5,000 to be ringfenced from CIL funds for both the Village Hall and adult gym equipment. The Clerk alerted BPC to the fact that the amount of unallocated funds is reducing year on year, and it might be prudent to consider an increase in precept to prevent reserves being significantly eroded, or a more significant increase in precept in the coming years.

There was a discussion about whether an additional defibrillator should be purchased for the redundant telephone box in Bradfield Village. Cllr. Balsdon will contact Bradfield College about public use of the college defibrillators, particularly the one in reception.

148.3 **Commemorative Shields.**

A draft design for the King Charles III Coronation shield has been received. A design to commemorate the reign of Queen Elizabeth II is still awaited.

149. **Remembrance Sunday Service (13<sup>th</sup> November).**

The Remembrance Service was held at the Bradfield War Memorial at 3pm on 13<sup>th</sup> November 2022 and was led by Revd. Peter Hansell, Chaplain from Bradfield College. A parishioner read the lesson. Bradfield College provided an Honour Guard and a bugler to play the "Last Post". 1<sup>st</sup> Bucklebury Guides paraded with their flag. Seven wreathes and two crosses were laid during the service which was attended by over 70 people. There was a retiring collection for the Royal British Legion. Thanks were extended to Bradfield Social Club for the use of their car park and facilities, and to the Bradfield Women's Institute who provided cups of tea and a wonderful selection of cakes following the service.

150. **Environment.**

150.1 **Defibrillators.**

The Clerk has checked the defibrillators at Veterinary Practice in Tutts Clump and at the Cricket Pavilion. Neither of the defibrillators are affected by the recent recall.

Information about First Responders in Bradfield is still being explored.

150.2 **Tree Preservation Orders (TPOs) in the Parish.**

No progress has been made with TPOs in the parish.

151. **Reports.**
- 151.1 **Pang Valley Flood Forum (PVFF).**  
Cllr. Isherwood attended a PVFF meeting in November; no matters were raised which need to be reported.
152. **Correspondence.**
- 152.1 **WBC Community Champion Nominations.**  
The deadline for WBC Community Champions is 2<sup>nd</sup> January 2023.
153. **Finance.**
- 153.1 **Bank Reconciliation to the 6/12/2022.**  
The finance report showed a balance of £14,260.94 in the Treasurers account once all cheques and lodgements have cleared. This reconciles to the current account bank statement dated the 3/11/2022 with a balance of £14,973.00. The business account statement showed a balance of £87,132.49 on the 25/11/2022.
- 153.2 **List of payments and receipts since the last meeting.**  
The following payments have been made since the last meeting:
- |  |         |
|--|---------|
| Salaries and expenses to 1/12/2022:            | £457.70 |
| CPRE Membership                                | £36.00  |
| Connecting Communities in Berkshire Membership | £42.00  |
| Triangle Management Ltd (Dog bin emptying)     | £126.36 |
| Royal British Legion (S137)                    | £50.00  |
- Payment of the Clerk's salary for December 2022 was approved.
154. **Round table comments.**
- 154.1 **Christmas.**  
Cllr. Ashbrook has passed his best wishes for the festive season to all councillors.
- 154.2 **Mariners Lane.**  
A large pothole by the second entrance to Bradfield Hall was reported.
- 154.3 **Bradfield Primary School.**  
A new head teacher has been appointed who will take over the running of the school from January 2023.
155. **The meeting concluded at 10.08pm.**  
**Next meetings: Tuesday 3<sup>rd</sup> January 2023 at 7.30pm in the Committee Room, Bradfield Village Hall, Southend Road.**