

**Minutes of the Meeting of Bradfield Parish Council held on Tuesday 1st April 2025
at 7.30pm in the Committee Room, 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
Cllr. B. Wyatt
Mrs. H. Pratt (Clerk)
One member of the public was present.

43. **Public Forum.**
There were no matters raised during the public session.
44. **Apologies.**
Apologies for absence were received and accepted from District Cllr. MacKinnon.
45. **Declarations of Interest.**
There were no updates to the Register of interests.
- 45.1 **Declaration of Interest in Agenda Items.**
There were no declarations of interest in any agenda items.
46. **Approval of Minutes of the BPC meeting on Tuesday 4th March 2025.**
The minutes of the BPC meeting held on Tuesday 4th March 2025 were agreed as a true record of the meeting and signed by the Chairman.
- 46.1 **Matters arising from the minutes not covered elsewhere (for information only).**
The pothole, west of Cripps Farm has been repaired.
47. **Planning Applications**
- 47.1 **Planning Applications on which BPC has been consulted by WBC:**
- 47.1.1 **25/00424/DEMO – Pump House, Tutts Clump.**
Application to determine if prior approval is required for a proposed: Demolition of Building set within the curtilage of a former reservoir site that has planning permission (22/01953/FULD) for the erection of a detached dwelling.
It was agreed that BPC has **no objection** to this application.
- 47.2 **Planning Decisions taken by WBC:**
- 47.2.1 **24/02637/HOUSE – Kings Copse House, Southend (Bucklebury Parish).**
Conversion of loggia to enlarge kitchen.
BPC had **no objection** to this application which has been **approved** by WBC.
- 47.2.2 **25/00089/HOUSE – 1 Buscot Copse.**
New detached garage building.
BPC **objected** to this application which has been **approved** by WBC.
- 47.2.3 **25/00104/HOUSE – 1 Stretton close.**
Single storey rear extension and partial garage conversion to create home office.
BPC had **no objection** to this application which has been **approved** by WBC.
- 47.2.4 **25/00189/AGRIC – Land West of Herons Cottages, Buckhold.**
Application to determine if prior approval is required for a proposed: Agricultural storage building, hard feed, grain milling, hay and young weaned calves rearing unit.
BPC **objected** to this application and WBC has determined that a **full application is required.**

- 47.3 Enforcement Issues.
There were no updates on any enforcement issues.
48. **District Councillor's Report.**
There was no District Councillor's report.
49. **Finances.**
- 49.1 Bank Reconciliation dated 29th March 2025.
The Clerk circulated a bank reconciliation dated the 29th March 2025 prior to the meeting. This reconciled to the balance on the Community Account (current account) on the 3rd March 2025 with a balance of £16,087.14. Once all cheques and credits have cleared, the balance in the Community Account will be £6,095.79. The statement for the Community Instant Access account shows a balance of £73,910.23 on the 27th February 2025. Cllr. Allnut verified the finance report against the bank statements.
- 49.2 List of payments and receipts.
The following payments have been made since the last meeting:
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| Bradfield Parish Magazine (NewsLink) | £400.00 |
| Bradfield Village Hall (for maintaining the Village Field) | £4,400.00 |
| St. Peter's Preschool | £980.00 |
| John Simonds Trust | £600.00 |
| Bradfield Parochial Charities | £200.00 |
| Standby Volunteer Group | £600.00 |
| Bradfield Primary School PTA | £520.00 |
| Bradfield WI | £250.00 |
| Bradfield Lunch Club | £250.00 |
| Autela Payroll Services | £94.56 |
| Salaries/HMRC for March 2025 (including backpay) & Chair's allowance | £906.62 |
- The Clerk reported that whilst a new cheque book has been ordered, Lloyds Bank had not sent one out as has historically happened. Once a new cheque book has been received the remainder of the grants agreed at the March meeting will be paid.
- 49.3 Clerk's Salary.
Payment of the Clerk's salary for April 2025 was approved.
Concern has been raised about the number of hours the Clerk is working and not being paid for. The Clerk will put this item on the agenda for the next meeting.
50. **Highways.**
- 50.1 Use of SID in the Parish.
Cllr. Allnut and Cllr. Allen met with WBC highway safety officers and reviewed the proposed sites for SID. The number of potential sites has been reduced from a possible 22 to 14. Now that BPC is essentially ready to start deploying SID, volunteers are needed to help. It was agreed that an advert would be placed on noticeboards, the website and in NewsLink.
Whilst reviewing the sites, concern was raised about the Village Hall hedge and how much it encroaches on the pavement, restricting the view for vehicles leaving the Village Hall carpark.
51. **Clerk's Report.**
- 51.1 Annual Parish Assembly (APA) – Monday 7th April at 7.30pm.
Councillors were reminded about the APA.
- 51.2 Bradfield Phone Box.
It is hoped to get the phone box refurbished in late June with an article in the June edition of NewsLink.

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- It was agreed that the Clerk purchase the necessary parts for the repairs to the phone box up to a maximum of £1,000 excluding VAT. A WBC Members bid will cover 70% of the cost of the repairs and the defibrillator.
- 51.3 Internal Audit.
April Skies will be carrying out the internal audit on Friday 25th April. *Note this has since been delayed since the meeting.*
52. Environment.
- 52.1 Antisocial Behaviour in Southend Road.
There have been issues with a group of youths throwing stones at windows of private properties and the Village Hall, as well as climbing on the hall roof. These are Police matters and the PCSO Sue Nix has been informed. Victims of any form of antisocial behaviour need to report it to the Police via 101, either online or by phone.
- 52.2 Installation of Commemorative Plaques.
The plaques will be installed when confirmation has been received from Bradfield Village Hall Committee on the exact location where the plaques are to be installed.
- 52.3 Installation of replacement Benches.
This is waiting for Bradfield Village Hall Committee to make arrangements to transport and install the benches in their new locations at the Play Area and the Village Field. It is understood this will be done when the weather has warmed up.
53. Bradfield Village Hall (BVH).
- 53.1 Bradfield Village Hall Development.
The Development Committee has met and reviewed plans. The hall needs to be completely vacated and handed over to the project team by the 18th July. It will be handed back to the community on the 26th September. During this time, there will be no access or use of the hall except by the contractors carrying out the work.
54. Reports from any other meetings attended on behalf of BPC.
There were no reports from any other meetings.
55. Round table comments.
- 55.1 Complaints about bonfires.
There have been a number of complaints received about bonfires. It was agreed to put something in NewsLink discouraging people from having bonfires during the day in nice weather due to the impact on other people and the fire risk.
- 55.2 New Ridgeway Council.
It is understood that the proposals for the Ridgeway Council, to replace WBC, Vale of White Horse and South Oxfordshire have been submitted.
- 55.3 Location for PC meetings in August, September and October.
There was a discussion about where PC meetings will be held during the building work at the Village Hall. Possibilities include St. Peter's church and Bradfield Primary School.
- 55.4 Dog Bins.
It was noted that Triangle Management failed to complete the last contracted emptying of the dog bins. They are now being emptied by Tactical Facilities Management.
56. **The meeting concluded at 8.55pm.**
Annual Parish Assembly: Monday 7th April 2025 at 7.30pm in Bradfield Village Hall.
Annual BPC meeting: Tuesday 6th May 2025 at 7.30pm in the Committee Room, Bradfield Village Hall.