

Minutes of a Meeting of Bradfield Parish Council held on

Tuesday 4th October 2022 at 7.30pm in St. Peter's Church Hall, Bradfield Southend.

Present: Cllr. A. House (Chairman)
Cllr. M. Ashbrook
Cllr. R. Balsdon
Cllr. K. Dearing
Cllr. P. Isherwood
Cllr. T. Wale
Cllr. R. Wyatt
Mrs. H. Pratt (Clerk)

There was one member of the public in attendance.

105. **Apologies.**

Apologies of absence were received from Cllr. S. O'Reilly, Cllr. P. Henwood and District Cllr. MacKinnon.

106. **Declarations of Interest.**

The Clerk received updated copies of declarations of interest from some councillors. Other councillors were reminded to bring their updated declarations to the next meeting. There were no declarations of interests in any agenda items.

107. **Public Forum.**

107.1 **Bradfield Village Hall Management Committee (BVHMC).**

At a meeting of BVHMC, held on Monday 3rd October, a new trustee was asked to attend meetings of BPC and act as spokesman. BVHMC are going to have a meeting to explore the issue of openness and transparency which has been raised. BVHMC are looking to a way of sharing more financial information and being more transparent.

108. **Approval of Minutes.**

109. **BPC meeting held on Tuesday 6th September 2022.**

It was resolved that the minutes of the meeting of BPC held on Tuesday 6th September 2022 were an accurate reflection of the meeting, and they were signed by Cllr. House.

110. **Extra Ordinary meeting of BPC held on Tuesday 27th September 2022.**

It was resolved that the minutes of the extra ordinary meeting of BPC held on Tuesday 27th September 2022 were an accurate reflection of the meeting, and they were signed by Cllr. House.

111. **Matters arising from the minutes.**

111.1 **Community Asset – Village Hall.**

Investigations are ongoing about making the Village Hall a community asset.

111.2 **McVeigh Parker Planning Conditions.**

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

111.3 **Dog bin.**

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

111.4 **Bradfield Alms Houses.**

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

111.5 **Agricultural tie on Merryfield Farm.**

Merryfield Farm has been brought to the attention of the enforcement team and the agricultural tie has been hi-lighted.

- 111.6 WBC Planning Engagement Officer - Rowan Cole.
Rowan Cole had a discussion with BPC and two members of Stanford Dingley Parish Council prior to this meeting and a number of issues were discussed.
- 111.7 Cedar/Pine tree on Heath Road.
The cedar/pine tree at the corner of Heath Road has been felled, but the stump is not being ground out.
- 111.8 Picnic benches.
Delivery to the play narea and field is pending.
- 111.9 Sovereign Housing Footway.
The footway from South End Road to New Way needs to be reported to Sovereign Housing Association.
- 111.10 30mph signage.
Rotated 30mph signs were reported to WBC and have been fixed.
112. **Planning Applications**
- 112.1 Planning Applications on which BPC has been consulted by WBC:
- 112.1.1 **22/02355/HOUSE & 22/02356/LBC2 – Frogmore Farm.**
Alterations to the elevation of the North facing roof sections including the removal of 4 velux windows and replacement with 4 dormers. Repositioning of a chimney in the modern elevation to the West, and internal alterations within the modern extension.
These applications are identical to the previous application with an addendum which answers the conservations officer's earlier comments. The decisions of WBC on the previous applications have been taken to appeal.
It was agreed that BPC has **no objection** to these applications.
- 112.1.2 **22/02309/FUL – Fishers Copse House, Rotten Row.**
Ground based solar panels.
It was agreed that BPC has **no objection** to this application. Concern was raised about when does a solar panel installation become commercial (in terms of scale) and the size of installations within the AONB.
- 112.2 Planning decisions made by WBC:
- 112.2.1 **21/03039/HOUSE – Pococks Cottage, Mariners Lane.**
Proposed below ground swimming pool.
BPC **objected** to this application which has been **approved** by WBC.
- 112.2.2 **22/01287/FULMAJ – Walnut Tree Cottage, Ashampstead Common (Adjacent Parish)**
Construction of a new garage. The proposed dimensions are 11m (L) x 10.4 (W) x 6.75m (H). The materials proposed for the garage matches the existing garage and is sympathetic to the wider landscape. It will consist of a tiled roof, brick lower elements and black painted timber.
BPC had **no objection** to this application which has been **refused** by WBC.
- 112.2.3 **22/01905/HOUSE – Appledene, Rotten Row.**
Outbuilding positioned in rear garden. Primarily to be used for home office, small workout area and garden storage.
BPC had **no objection** to this application which has been **approved** by WBC.
- 112.3 Proposed radio Base Station at Heath Road.
BPC has been consulted about proposals for a 20m high mast situated at the junction of Heath Road and Southend Road. Whilst planning permission is required for the mast, it is not required for the supporting cabinets or stabilising cables. It was agreed that BPC feel that the proposed location is inappropriate, it being near housing, it would be a dominant feature towering above all other buildings and would have a significant visual impact on the landscape. Concern was also raised about the associated health impacts.
The Clerk will respond to the pre-consultation.

112.4 Enforcement Issues.

112.4.1 **Merryfield Farm.**

A large area of excavation has been undertaken using a mini digger and dumper truck. Excavated spoil has been dumped around the excavated area.

WBC Enforcement have been advised of work and asked to check the agricultural tie on the property.

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

Two large shipping containers have been placed on the land, previously part of the Old Travellers Rest. This is a prominent area within the AONB. WBC Enforcement have been advised and questions asked about the land classification.

112.4.3 **Speedwell, Scratchface Lane.**

Brick pillars have been built within 6 feet of the road which are expected to be for electric gates. It is understood that a 6,500 litre freshwater tank has been installed by the back door (water is supplied from a bore hole). Questions were asked about whether permitted development rights were removed.

113. **District Councillor's Report.**

District Cllr. MacKinnon had sent his apologies and not submitted a report.

114. **Admoor Lane Properties.**

114.1 Regularisation of process.

It was resolved that power be delegated to the Clerk to nominate applicants for Admoor Lane properties to Sovereign Housing Association, after consultation with councillors (as necessary) to confirm the strength of an applicant's parish connection.

It was suggested that an application form is created for future applicants of Admoor Lane properties.

114.2 Mutual Exchanges.

It is understood that there is a property on Admoor Lane which is being advertised for mutual exchange.

Mutual exchange partners are organised externally to any housing association using various social media platforms. Once parties have been found who are willing to swap, the housing association or housing associations become involved.

It is understood from Sovereign Housing Association, that should there be a mutual exchange organised for an Admoor Lane property, they would contact BPC and verify that the proposed new tenant meets with the local S106 criteria.

Under mutual exchanges, the property is not advertised under the West Berkshire Home Choices scheme and WBC is not involved.

115. **Highways.**

115.1 Drains on South End Road.

Flushing of drain and CCTV inspection has been rescheduled for Monday 10th October, having not taken place on the 20th or 23rd September.

115.2 Footway from Wellington Close to Hungerford Lane.

The repairs to the footway between Wellington Close and Hungerford Lane are disappointing. This is highlighted by the new footway from Hungerford Lane to the Avenue.

115.3 Footway from Hungerford Lane to The Avenue.

Works have been completed on the installation of the new footway from Hungerford Lane to The Avenue. Work needs to be completed around the outfall of the ditch at the end of The Avenue end of the footway. It was noted that whilst this work was taking place the Gigaclear cables were exposed.

- 115.4 South End Road Footway by the Old Bakery.
The spongy pavement outside of the Old Bakery, Southend Road has been reported to WBC.
- 115.5 Rotten Row Hill road signage broken/damaged.
Details of the WBC “Report a Problem” webpage have been sent to the member of the public concerned.
116. **Bradfield Village Hall.**
There was a discussion about resuming meetings in the Committee Room at Bradfield Village Hall. Given the increasing numbers of COVID and flu cases, it was agreed that BPC would prefer to continue meeting in St. Peter’s Church and will review the situation again in February 2023.
117. **Remembrance Sunday – 13th November.**
The risk assessment for the Remembrance Sunday service will be reviewed at the meeting on the 1st November.
A quote for the road closure signage has been received for £545.17. The total cost, including management of the closure is expected to be in the region of £855.
Cllr. House will arrange for a wreath on behalf of BPC.
The Clerk will contact Peter Hansell, the Chaplain at Bradfield College and invite him to lead the service, to provide an honour guard from the college and a bugler.
The president of Bradfield WI has confirmed that they will provide refreshments after the service at the Social Club.
Bucklebury Guides are planning to attend the service.
118. **Environment.**
- 118.1 Defibrillators.
Basic CPR and defibrillator training can be carried out by Community First Responders (volunteers with the Ambulance Service). Enquiries are being made about the First Responders in Bradfield.
- 118.2 Platinum Jubilee Plaque.
Installation of the Platinum Jubilee plaque is temporarily on hold following the recent death of Queen Elizabeth II. The suggestion of a commemorative Queen Elizabeth II plaque next to the Platinum Jubilee plaque has been made. The Clerk will contact the supplier of the Platinum Jubilee plaque and enquire about any plans for future plaques.
- 118.3 Tree Preservation Orders (TPOs) in the Parish.
No progress has been made with TPOs in the parish.
- 118.4 Heath Road Tree replacement.
Following the felling of the cedar/pine tree at the corner of Heath Road and Southend Road, the Clerk will contact the tree officer for a recommendation of a sensible species to plant in its place.
- 118.5 Blossom into Spring tree watering.
It was agreed that letters of thanks for watering the Blossom into Spring Cherry trees would be written to the residents of numbers 37 and 38 Heath Road.
- 118.6 Hedges.
It was reported that the hedge on Hungerford Lane on the bend, opposite Woodpecker Cottage needs cutting.
It was reported that the hedge outside Wayside Cottage, Cock Lane appears to have collapsed towards the road.
- 118.7 Bylaws.
There have been questions raised about whether there are bylaws restricting the practicing of golf in open spaces. It was agreed that the Clerk would contact WBC.

119. **Correspondence.**

119.1 **John Simmons Trust.**

A letter of thanks for the support BPC gives to the John Simmons Trust has been received. Over the last year approximately 12,000 young people have benefitted from the facility.

119.2 **Thanksgiving service for life of HM Queen Elizabeth II (4th November 2022 at 7pm).**

There is to be a service of thanksgiving for the life of HM Queen Elizabeth II to be held at St. Nicholas Church, Newbury on Friday 4th November at 7pm. BPC has been invited to nominate five individuals to attend.

119.3 **Wheelie bin stickers to combat speed.**

The Clerk bought some sample wheelie bin stickers encouraging a reduction in speed which have been distributed in other parishes. It was agreed to consider them at the next meeting.

120. **Finance.**

120.1 **Bank Reconciliation to the 30/9/2022.**

The finance report showed a balance of £42,635.61 in the Treasurers account once all cheques and lodgements have cleared. This reconciles to the current account bank statement dated the 2/9/2022 with a balance of £45,028.08. The business account statement showed a balance of £42,124.53 on the 27/9/2022.

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

The following payments have been made since the last meeting:

Salaries and Chairman's allowance to 30/9/2022: £523.88

Payroll services: £51.61

Emptying of two dog bins for July, August and September 2022: £126.36

No funds have been received.

Payment of the Clerk's salary for October 2022 was approved.

120.3 **Six monthly spending against budget.**

The Clerk circulated a report on the expenditure for the first half of the financial year (to the 30th September). It was agreed that the Clerk would look into renewing membership of CPRE and CCB. No other unforeseen issues were raised.

It was agreed that the Clerk would look into the CIL monies which have been received by BPC as far back as possible.

121. **Round table comments.**

121.1 **Bore Holes.**

It was noted that three bore holes are being dug to different levels close to the Pang for monitoring purposes.

121.2 **Bradfield May Fayre.**

There will be a May Fayre in 2023 and it will be held on 1st May.

121.3 **Scarecrow Trail.**

There will be a Scarecrow Trail around the parish during half term. The theme will be Children's Books. Entries need to be submitted by the 14th October and the Scarecrows need to be on display by the 21st October.

121.4 **Christmas Lights Judge.**

There was a discussion about who to ask to judge the lights this year. A suggestion will be followed up.

121.5 **Warm Hub.**

Suggestions have been made about the Village Hall being used as a Warm Hub to support parishioners struggling to heat their homes.

121.6 Safe and Well Visits.

The Fire and Rescue service are offering free safe and well visits to ensure people are safe in their homes.

122. **The meeting concluded at 9.50pm.**

Next meetings: Tuesday 1st November 2022 at 7.30pm in St. Peter's Church, Bradfield Southend.