

# 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: Monday 5<sup>th</sup> January 2026

Time: 7.30pm

Location: Bradfield Village Hall, Southend Road, Bradfield Southend, RG7 6EY

*Helen Pratt*

Helen Pratt – Clerk to Bradfield Parish Council

29<sup>th</sup> December 2025

## Agenda

- 1 Public forum.
  - 1.1 To present awards for Christmas Lights.
- 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 meeting held on Monday 1<sup>st</sup> December 2025.
- 5 Planning matters:
  - 5.1 To consider the following planning applications:
    - 5.1.1 25/02544/PACOU – Glenvale Nurseries, Hungerford Lane.  
*Application under General Permitted Development (England) Order 2015 (as amended) – Schedule 2, Part 3, Class R to determine if prior approval is required for a proposed: Change of use of existing agricultural buildings to B8 storage and distribution.*
    - 5.1.2 25/02671/FULMAJ – Land East of Buscot Hill and North of Union Road (Kaya Farm, Buscot Hill).  
*Part retrospective siting of temporary rural workers dwelling; erection of general purpose agricultural building and yard; use of land for a mixed agricultural/equestrian use; use of land as a dog walking field; and ancillary works.*
    - 5.1.3 25/02873/HOUSE – Orchard Lodge, Bishops Road.  
*Temporary rear glazed enclosure.*
    - 5.1.4 25/02882/HOUSE – Watermans Cottage, Dark Lane.  
*Single storey side extension.*

- 5.1.5 25/02902/FUL – Queens Head, Southend Road.  
*Form new 1.2m by 3m sloped roof porch over existing side entrance. New front, 5.25m by 7.3m, timber pergola with flat, single ply covered roof, complete with parapet glazed screens. Removal of existing stone walkway and entrance. Replace with new, timber arbor entranceway. New timber picket fence with lower planting and flowers. Allow to install new bike racks to car park. Adjust close boarded fencing with gates layout to side. New scaffold poles and festoon lighting to existing boundary planters.*
- 5.2 Planning decisions taken by WBC.
- 5.3 To receive an update on enforcement matters.
- 6 To receive the District Councillors report.
- 7 Finances.
- 7.1 To review the bank reconciliation (dated 5/1/2026).
- 7.2 To receive a list of receipts and payments since the last meeting.
- 7.3 To approve the Clerks salary for January 2026.
- 7.4 To approve the budget and precept for 2026/27.
- 8 Highways.
- 8.1 To receive an update on any highway issues.
- 9 To receive the Clerk's report.
- 9.1 To approve the grant application form.
- 10 Environment
- 11 Bradfield Village Hall (BVH).
- 11.1 To receive an update on registration of the Village Field.
- 11.2 To receive an update on the refurbishment project.
- 12 To receive a report from any meetings attended on behalf of BPC.
- 13 Round table comments (note this is for information only and no decisions may legally be made).

**Next Parish Council meeting:**

**Monday 2<sup>nd</sup> February 2026 at 7.30pm – Bradfield Village Hall.**