

**Minutes of a Virtual Meeting of Bradfield Parish Council held on**

**Tuesday 2<sup>nd</sup> March 2021 at 7.30pm.**

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

**One member of the public was in attendance.**

141. **Apologies.**

Apologies of absence were received and accepted from District Cllr. MacKinnon.

142. **Declarations of Interest.**

Cllr. Balsdon declared an interest in planning application 21/00237/FUL for the dog exercise field at the Travellers Rest Farm.

143. **Public Forum.**

143.1 **21/00237/FUL – Travellers Rest Farm.**

This application is to change the use of a horse grazing field to a dog exercise field. The applicant commented that use of the field will be restricted to day-light hours only. Use of the field will need to be booked in advance. Users of the field will not be supervised during their use. Dogs will not be unattended at any time. The field will be checked daily.

The field will be surrounded by 6' high dog fencing and the hedge next to the road will be allowed to grow to 6' to increase privacy.

Parking on the site will be provided for 2 or 3 cars. The access gateway into the field is behind the gate into the farm units, such that the farm gate must be open in order to access the field. It was noted that the field would only be in use when the farm units are in use.

144. **Minutes of the meeting held on Tuesday 2<sup>nd</sup> February 2021.**

It was resolved that the minutes of the meeting of BPC held on Tuesday 2<sup>nd</sup> February 2021 were a true record of the meeting and they will be signed by the Chairman.

144.1 **Matters arising from the minutes – for information only:**

144.1.1 **Bonfire letters.**

There has still been no response from WBC about the number of letters sent out to residents advising them of the law in relation to bonfires and smoke causing a nuisance. Cllr. MacKinnon has commented that there are no laws against bonfires and that it is common sense. It was noted that bonfires had again been a problem during the previous weekend.

144.1.2 **Height barrier signage.**

The Clerk will organise the signage for the new height barrier at the Village Hall. Once the signage has been installed the Clerk will write to the hall committee and gift the barrier to the Hall.

144.1.3 **Mobile phone signal in the parish.**

This issue is currently being considered by District Cllr. MacKinnon.

144.1.4 **Letter for retiring Chapel Row Surgery Staff.**

The Clerk will write to Carole Jenner (retired practice nurse) as well as Dr. Westcar.

144.1.5 **Fence in Cock Lane adjacent to the Field.**

Fox Fencing submitted a quote for fencing, to prevent access to the Village Field where the ash tree has been reduced. This quote was accepted, and the work has been completed.

144.1.6 **Sunken Fire Hydrant, Southend Road, near Wellington Close.**

The fire hydrant which was a trip hazard in the pavement was reported to WBC and has been rectified.

144.1.7 **Submission on the Emerging Draft Local Plan.**

Comments have been sent to WBC on the Emerging Draft of the Local Plan.

144.1.8 **Telephone Box.**

Cllr. Wyatt commented that he was aware of some people who would be interested in the telephone box if it is no longer wanted by the parish.

145. **Planning Applications**

145.1 **Planning Applications which WBC has consulted BPC on:**

145.1.1 **21/00237/FUL – Travellers Rest Farm, Hungerford Lane.**

*Field currently used for horse grazing is to be used as a secure dog exercise field. No buildings will be on site. It will contain dog agility equipment, a hard standing for cars to park at the gate entrance safely off the road. Access already exists and is already in place and is a safe entrance off the Travellers Rest Farm driveway off Hungerford Lane. The field is not adjacent to any domestic housing so will not have any impact on neighbours.*

Whilst the field may not be adjacent to any domestic housing, it is very close. The new entrance has already been constructed with the gate behind the barrier to the farm units. It was agreed that BPC has **no objection** to this application subject to the inclusion of conditions that there should be no lighting, parking should be sufficient for the number of users and that the land use be restricted to dog exercise.

145.2 **Planning decisions taken by WBC:**

145.2.1 **20/03000/FUL - Bradfield College.**

*Single storey classroom block for the period 1 August 2021 to 31 July 2022 only.*

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

145.2.2 **20/03010/LBC2 - Bradfield College.**

*Re-roofing of pitched roofs above Film Studies and associated works to dormer windows.*

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

145.2.3 **20/02959/FUL - Cherry Orchard, Tutts Clump.**

*Use of existing stable block for ancillary residential purposes in association with the main dwelling with minor external alterations.*

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

145.2.4 **20/02935/HOUSE - Applecroft, Tutts Clump.**

*Retrospective application for installation of up and over doors to existing car port.*

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

145.2.5 **20/02917/LBC2 - Bradfield College.**

*Re-roof pitched roofs including replace existing tiles, timber battens and felt and install insulation and ventilation. Replacement of dormer lead cheeks rainwater goods and snowguards. Overcoating of flat roof. Like for like repairs to hanging tiles, brickwork, stonework, pointing and chimneys and some windows. Replacement of other windows with timber framed single glazed windows to match existing. Internal works including general redecoration, replacement and relocation of sanitary ware and kitchen units, new electrical, heating and ventilation system and installation of stud partitions.*

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

145.2.6 **20/02898/FULD - Tudor House, Maidenhatch.**

*Conversion of buildings (Tudor House annex and pump house) to form 3 no. independent dwellings (1 x two bed, 1 x three bed and 1 x four bed) to include single storey extensions and 2 no side roof dormers to existing annex and two storey extension to former pump house. Section 73A application to vary Condition 2 (approved plans) of planning permission reference 18/01102/FULD.*

BPC had **no objection** to this application which has been **withdrawn**.

145.2.7 **20/02794/COND3 - Land North of Stretton Close.**

*Approval of details reserved by Conditions 7 (Access Surfacing Arrangements) and 10 (Sustainable Drainage) of Approved Application 17/03411/OUTMAJ: Outline application for the proposed erection of 11 no. new dwellings; layout, means of access and scale to be considered.*

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

145.3 Planning appeals.

There has been no update on the appeal on application 19/03193/FUL – McVeigh Parker.

145.3.1 **20/01762/FUL – Heath Farm Cottage, Southend Road.**

*Erection of No. 2 residential dwellings with soft landscaping and associated works (resubmission of 20/00491/FUL).*

BPC **objected** to this application which has been **refused** by WBC. The applicant has now taken this decision to appeal.

WBC refused this application based on the proximity to and overshadowing of Broadlands and because it would be out of keeping with Bradfield Southend. The bridleway is heavily used and would be used for access to the dwellings. This is understood to be contrary to common law and legislation. It was agreed that BPC would submit additional comments to the Planning Inspector.

145.4 Planning enforcement matters:

145.4.1 **Applecroft** – The retrospective planning application for the garage doors was refused. The situation needs to be monitored.

145.4.2 **Boot Farm** – The house and barn construction continue to be monitored. It was noted that the use of the barn in the application was for the storage of fodder and machinery; it is being used to house goats.

145.4.3 **Cray Cottage** – The construction is very ornate in relation to the approved planning application.

145.4.4 **Elmwood Building** – BPC has received notification of application 21/00409/PACOU which is to determine if prior approval is required for a proposed change of use from offices (Class B1a) to form 2 apartments. This application is for information only and will be determined on criteria set out in the Town and Country Planning (General Permitted Development) Order 1995. Comments will be submitted about the parking arrangements.

145.4.5 **Hewins Wood Farm** – The use of and installation of storage containers, and the advertising hoardings at the entrance have been reported to WBC enforcement.

145.4.6 **46 Southend Road** – A wooden garage like structure has been erected immediately adjacent to the dwelling. Details will be submitted to the WBC enforcement team.

145.4.7 **Travellers Rest, Hungerford Lane** – The garage/car port construction is not timber as per the application, but full cavity walls to the ridge. A shed has been erected in the garden. It was noted that permitted development rights were removed from the site with the most recent planning application.

In addition, there is believed to be encroachment of the highway; the bank between the site and the highway has been dug up, which caused damage to the Gigaclear cables.

- The Clerk will report the issues to the WBC enforcement team.
- 145.5 **Pumping Station** – No obvious work is being carried out on site; a planning application is awaited.
146. **Highways Matters.**
- 146.1 **Speeding issues in the parish.**  
Cllr. House reported that there was little report on speeding in the parish. A WBC Smart SID has been in place on Ashampstead Road, although it appears to be mainly in ghost mode.
- 146.2 **Flooding.**  
Cllr. Wyatt commented that the water on Buscot Hill flowed through the gate and into a ditch prior to the land being used as a golf course. The gateway is now not used and has become filled with vegetation. The Clerk will pursue the Buscot Hill and the Bishops Road/Cock Lane junction flooding with WBC.
- 146.3 **Road Closures.**
- 146.3.1 **Burnt Hill Road** – This will be closed from the 15<sup>th</sup> to the 17<sup>th</sup> March for BT work to take place.
- 146.3.2 **Buscot Hill** – This will be closed for 8 months from the end of March for the scaffolding required during the replacement of the roof on part of Bradfield College. The duration of this closure was felt to be excessive. It had originally been understood that the work was to be carried out with traffic lights past the scaffolding. Concern was raised about the increased danger of traffic on Union Road which is narrow and bendy and regularly used by horses. In addition, excessive damage is likely to be caused to the verges on the various alternative routes including the main detour of Union Road and Common Road Hill. The Clerk will write to WBC.
147. **Environment.**
- 147.1 **Defibrillator in Tutts Clump.**  
Once a specification for the defibrillator is obtained a quote for installation can be confirmed.
- 147.2 **Tree at Riverside Cottages.**  
The trees at Riverside Cottages were felled over a period of three days. The environment is now much better for the tenant and neighbours. The stump still needs to be removed. It is understood that a new housing liaison officer has been appointed.
- 147.3 **Benches around the Parish and along the River.**  
It was agreed that the Clerk would order 3 x 1.8m Dale benches made from reconstituted plastic. The initial thought is that these will be located by the river, at the junction of Southend Road and Heath Road, and outside of the shop.
148. **Annual Parish Assembly.**  
The Clerk reported that HALC are advising that Annual Parish Assemblies should be held virtually before the 7<sup>th</sup> May in order to comply with current legislation. There do not appear to be any plans for the legislation allowing virtual meetings to be extended beyond that date.  
It was agreed that the Annual Parish Assembly will be held virtually on Tuesday 20<sup>th</sup> April at 7.30pm.
149. **Report from District Cllr. Ross MacKinnon.**  
District Cllr. MacKinnon commented prior to the meeting that he will circulate his report over the next few days.
150. **Correspondence.**
- 150.1 **Englefield Estate – GCE Live Concerts.**  
BPC has no objection to up to 4 concerts being held at Englefield Estate each year.
- 150.2 **WBC District Parish Conference – Thursday 11<sup>th</sup> March.**

Cllr. House has registered to attend.

150.3 Appreciation for Grants.

A number of letters have been received from groups in receipt of a grant from BPC as a result of the last meeting.

150.4 Power Outages.

Cllr. Ashbrook reported that he had received a letter from the complaint's office on the 25<sup>th</sup> January. He has responded requesting clarification on rogue faults, the number of transformers supplying various parts of the parish and how many fuses have blown.

150.5 Alms House Vacancy.

An advert has been placed in NewsLink for the vacant alms house which is being refurbished. Widows and widowers of the Parish, young unwed mothers' or those with strong local connections are eligible to apply.

150.6 Hedge Cutting requests.

The Clerk will contact several property owners in Mariners Lane and ask that they cut their hedges back.

150.7 Active Travel Plan.

WBC is currently consulting on its Active Travel Plan.

150.8 COVID 19 Surge Testing Volunteers.

WBC is making lists of potential volunteers should surge testing be required in the area.

150.9 Laura Farris MP.

The Clerk reported that Laura Farris MP is keen to attend a meeting of BPC. It was agreed that she be invited to attend a meeting later in the year when hopefully we will be meeting face to face.

151. **Reports from meetings attended on behalf of the Council.**

151.1 WBC Covid-19 vaccine seminar on 4<sup>th</sup> Feb.

Cllr. House reported that, at the last minute, he was unable to make this seminar.

151.2 BALC AGM on 24<sup>th</sup> February 2021.

Cllr. House reported that BALC will remain being operated by HALC (Hampshire Association of Local Councils). As a result of being operated by HALC they have £70,000 capital. BALC are offering some training courses to members free of charge. A resolution was made about the adoption of drainage works on new developments by local councils.

152. **Finances**

152.1 Bank Reconciliation to the 2/3/2021.

The finance report showed a balance of £4,529.00 in the current account once all cheques and lodgements have cleared. This figure is after the transfer of £3,000 from the Business Savings account to the Treasurers account.

The finance report showed a reconciliation to the current account bank statement dated the 3/2/2021 with a balance of £9,981.68. The business account had a balance of £47,114.35 on the 24/12/2020.

152.2 List of payments since the last meeting.

The following grant payments have been made:

Bradfield Primary School:	£1,100.00
John Simmons Trust:	£500.00
St. Peter's Preschool:	£400.00
Bradfield WI:	£100.00
Tutts Clump Burial Ground:	£275.00
Bradfield Coffee Club:	£200.00
Bradfield Village Hall:	£3,000.00
Bradfield Luncheon Club:	£400.00

Standby Group:	£500.00
Bradfield Newslink:	£350.00
Pang Valley Flood Forum (PVFF):	£150.00
Pang Valley District Girlguiding (Bradfield Brownies):	£200.00

The following two cheques have been paid:

Helen Pratt	£347.88	Clerk's February salary.
Harrod PYO	£150.00	Grit bin checking/refilling.

152.3 Grant Applications.

It was agreed that no grant would be made to Bradfield Primary School PTA because Bradfield Primary School received a larger grant than normal.

No application has been received from Bradfield Toddlers or Bradfield Cricket Club.

It was agreed not to contribute to WB CAB or to Bradfield Rainbows.

152.4 CiLCA (Certificate in Local Council Administration).

The Clerk reported that Bucklebury Parish Council has agreed to pay the other half of the costs of the CiLCA training for the Clerk.

153. Round table comments.

153.1 Website Provision.

The Clerk reported that website provision is ongoing.

153.2 Mayfayre Banner.

The banner is being organised by the May Fayre committee.

153.3 Bonfire issues.

There have been a number of bonfires in Heath Road. Complainants have been directed to Environmental Health at WBC.

153.4 PC meeting dates.

Cllr. House reported that he has booked the Village Hall for BPC meetings after 7<sup>th</sup> May. If the main hall is not an option, St. Peter's hall is available as a fall back.

153.5 Phone Box at the College.

Cllr. Dearing commented that all options for the phone box should be considered and asked how easy it would be to move to the corner of Heath Road and Southend Road. The phone box does need renovation works. It was agreed to explore the cost of moving it and to consult with the parish at the Annual Parish Assembly.

153.6 Parking.

Cllr. O'Reilly commented that people are churning up verges by parking on them; this is making it more dangerous for older members of the community.

153.7 Potholes.

Cllr. Henwood reported on potholes on Union Road and Cllr. Wyatt reported the pothole to the west of Cripps Farm.

153.8 Hungerford Lane to The Avenue.

Cllr. Wale asked if it would be possible to extend the pavement on the north side of the road between the end of Hungerford Lane and the Avenue; the verge is very well used.

153.9 Bradfield Village Hall.

Cllr. Balsdon asked if there was an update from the Village Hall; Cllr Henwood reported that there was not.

154. The meeting concluded at 10pm.

**Date of Next meeting: Tuesday 6<sup>th</sup> April 2021 at 7.30pm.**

**Annual Parish Assembly: Tuesday 20<sup>th</sup> April 2021 at 7.30pm**