

**Minutes of a Meeting of Bradfield Parish Council held on
Tuesday 9th January 2024 at 7.30pm in Bradfield Village Hall, Bradfield Southend.**

Present: Cllr. K. Dearing (Chairman)
Cllr. G. Allen
Cllr. K. Bishop
Cllr. A. House
Cllr. T. Wale
Cllr. B. Wyatt
Mrs. H. Pratt (Clerk)
One member of the public was present.

1. **Apologies.**
Apologies of absence were received from Cllr. Allnutt, Cllr. Balsdon, Cllr. O'Reilly and District Cllr. MacKinnon.
2. **Declarations of Interest.**
There were no updates to the Register of interests.
- 2.1 **Declaration of Interest in Agenda Items.**
Cllr. Dearing declared an interest in planning application 23/01308/HOUSE as an immediate neighbour. There were no other declarations of interest in any agenda items.
3. **Public Session.**
- 3.1 **Christmas Lights.**
Just before Christmas, the head of Bradfield Primary School and her daughter judged the eighty-three separate properties with Christmas lights spread across the parish. First place was awarded to 46 Southend Road, second place to Earham, Southend Road and third place to Mr. and Mrs. Forrester in The Laffords.
Cllr. Wyatt reported that the Christmas lights at Cripps Farm had raised £1,630 for the Cancer Research.
4. **Approval of Minutes of BPC meeting held on Tuesday 5th December 2023.**
The minutes of the meeting of BPC held on Tuesday 5th December 2023 were approved as an accurate record of the meeting and were signed by Cllr. Dearing.
- 4.1 **Updates on matters raised in the minutes.**
- 4.1.1 **Replacement 30mph sign on Cock Lane, near Crackwillow.**
The missing sign was reported to WBC last year and still has not materialised.
5. **Planning Applications**
- 5.1 **Planning Applications on which BPC has been consulted by WBC:**
- 5.1.1 **23/02668/FULMAJ – Hewinswood House.**
Change of use and conversion of redundant commercial buildings to create four new dwellings.
BPC questioned whether the buildings are redundant. There is a need for commercial buildings. The site is within the North Wessex Downs National Landscape (formerly AONB) and outside of the settlement boundary. There is no public transport, making the sustainability of the site questionable.
It was agreed that BPC **objects** to this application.
- 5.1.2 **23/02872/FUL – Lodge, Stanford Woods.**
Removal of an existing timber garden building to be replaced with a new timber building.
The timber building to be replaced is not within the domestic curtilage of the Lodge, but in a meadow adjacent to the domestic curtilage. Whilst the timber building does not contain windows, the replacement building is essentially a garden room, with one side

HP

almost entirely glass and two sides half glass. The proposed replacement structure is more suited to a domestic garden.

It was agreed that BPC **objects** to this application.

5.1.3 **23/02918/HOUSE – 1 Herons Farm Cottages, Buckhold.**

Proposed two-storey side extension following demolition of existing single storey extension, new front porch and associated alterations.

It was agreed that BPC has **no objection** to this application.

5.1.4 **23/01308/HOUSE – 46 Southend Road.**

Retrospective 4x5 metre temporary outbuilding accommodation, built on a concrete slab, out of timber insulation and plastic cladding. 2.4 high with a flat roof.

Amendments made corrections to the plans and the word temporary has been removed from the description. Concern was raised that the outbuilding has been built without building control and therefore may not contain insulation and ventilation to the current standards. It was noted that the outbuilding has reduced the potential number of parking spaces by one and the ability to drive onto the site and leave in a forward gear. BPC would prefer the outbuilding to have temporary permission.

It was agreed that BPC **objects** to this application, primarily on the basis of it being permanent.

5.2 Planning Decisions taken by WBC:

5.2.1 **23/01411/FUL & 23/01412/LBC – The Lodge, Buckhold.**

Removal of greenhouses, shed/garage and oil tank, installation of new LPG tank and associated fencing and installation of new internal boiler and flue.

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

5.2.2 **23/01558/FUL – Oak Lodge, Hungerford Lane.**

S73a – Removal of Condition 2 (agricultural occupancy) of approved application 86/28103/ADD for replacement of mobile home with permanent dwelling and evidence of marketing,

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

5.2.3 **23/01368/LBC – Oxford House, Rotten Row.**

Removal of internal partition between Bedrooms 1 and 3.

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

5.3 Enforcement Issues.

5.3.1 **Applecroft, Cock Lane.**

There has been no update on removal of the garage doors, for which permission was refused by WBC and an appeal was dismissed. District Cllr. MacKinnon is following up on this matter.

5.3.2 **Other Matters.**

There has been no update from the WBC Enforcement team on Hillside, use of land and construction of cow sheds opposite the Travellers Rest, siting of shipping container and greenhouse at the Travellers Rest or fencing on the access track to Lethe and High Noon, Southend Road.

5.4 Neighbourhood Development Plan (NHDP).

No progress has been made on a NHDP.

6. **District Councillor's Report.**

There was no District Councillor's report.

7. **Finances.**

7.1 Bank Reconciliations.

The Clerk circulated a finance report dated the 9th January 2024 prior to the meeting showing a balance of £5,240.75 in the Treasurer's Account once all lodgements and payments have cleared. This was reconciled back to the bank statement of the 3rd

RMK

December 2023 which showed a balance of £25,170.17. The Business account had a balance of £82,884.83 on the 27th December 2023.

Cllr. Allen verified the finance report against the bank statements.

7.2 List of payments and receipts.

The following payments have been made since the last meeting:

Bradfield Village Hall (to ensure maximum match funding is received from Greenham Trust):	£17,643.00
Salaries and HMRC (December 2023):	£472.02
Autela Payroll Services Ltd:	£54.58

Payment of the Clerk's salary for January 2024 was approved.

7.3 Budget for 2024/25.

The draft budget for FY24/25 with a total expenditure of £35,566.88 was approved.

7.4 Precept for 2024/25.

It was resolved to increase the precept, from £20,500 in FY23/24 to £23,000 in FY24/25.

8. Highways.

8.1 Flooding on Southend Road.

Works on the drains on Southend Road appear to have fixed the flooding problem. The situation will continue to be monitored.

8.2 Speed and use of SID in the parish.

No progress has been made on identifying the approved SID sites in the parish.

8.3 Cock Lane Parking.

Gareth Dowding (WBC) was due to look at the parking situation in Cock Lane before Christmas, although no date was set. The Clerk will contact Mr. Dowding directly.

9. Clerk's Report

9.1 Removal of the Youth Shelter.

Tactical Facilities Management are scheduled to remove the youth shelter next Tuesday, the 16th January.

9.2 Email addresses.

Following research, amongst other West Berkshire Clerks, there is a wide range of levels of understanding of the need for council specific email addresses, let alone how they are implemented.

9.3 Annual Parish Assembly.

It was agreed that the Annual Parish Assembly will be held on Monday 15th April at 7.30pm in the Village Hall. Possible subjects include progress on the Village Hall and / or a Neighbourhood Development Plan.

9.4 Bin situation.

Cllr. House reported that there are six litter bins in Bradfield Southend. The seventh bin which was at the bus stop at the west end of Southend Road, near Wellington Gardens has been removed.

Over the Christmas holiday, emptying of the dog bins by the WBC contractor has been erratic and, in some cases non-existent. It was therefore resolved to move the contract from the WBC contractor to Tactical Facilities Ltd with immediate effect.

10. Environment.

10.1 Emergency Plan for Bradfield.

The Emergency Plan for Bradfield will be considered at the next meeting.

11. Bradfield Village Hall (BVH).

11.1 Bradfield Village Hall Sub-Committee.

HP

HP

HP

There have been several volunteers to join a sub-committee to look at the future options for Bradfield Village Hall. The first meeting of the sub-committee will take place on 22nd January.

CCB have been consulted about the sub-committee and have suggested that there is an end date for the sub-committee to have investigated the options.

12. **Round table comments.**

12.1 Christmas Lights.

Thanks were extended to all those, throughout the parish, who put effort into displaying Christmas lights.

12.2 Dog Waste.

Over the Christmas period there has been an increase in dog waste not being picked up and taken home or put in the dog waste bins. The Clerk will attempt to source some more "Dog Waste" stickers from WBC.

12.3 Potholes.

WBC claim that they fix serious potholes within 24 hours of them being reported; this doesn't appear to be happening.

12.4 Restricted Visibility.

When turning out of Mariner's Lane onto Southend Road vegetation is restricting visibility when looking to the east.

12.5 Water Lying on the Cricket Field.

Water has been identified lying on the cricket field. If the level becomes high enough, it runs across the village field, between the cottages on Cock Lane, and if the drains are not clear on Cock Lane, floods houses on Ash Grove.

13. **The meeting concluded at 9.20pm.**

Next BPC meeting: Tuesday 6th February 2024 at 7.30pm in the Committee Room, Bradfield Village Hall.

HP