

BRADFIELD PARISH COUNCIL

To: All members of Bradfield Parish Council

You are hereby summoned to attend the following meeting of Bradfield Parish Council. If you are unable to attend, please send your apologies to the clerk.

Notice of Meeting

Date: Tuesday 6th June 2023

Time: 7.30pm

Location: Committee Room, Bradfield Village Hall, Southend Road, Bradfield Southend.

Helen Pratt

Helen Pratt – Clerk to Bradfield Parish Council

31st May 2023

Agenda

- 1 To receive apologies for absence.
- 2 Declarations of Interest:
 - 2.1 To receive Declarations of Interest from Councillors for the Register of Interests.
 - 2.2 To receive any interests in agenda items.
- 3 Public forum.
- 4 To approve the minutes of the following meeting:
 - 4.1 Tuesday 9th May 2023.
- 5 Matters arising from the minutes not covered elsewhere by the agenda (this is for information only: no decisions can be made under this item).
- 6 Planning matters:
 - 6.1 To consider the following planning applications:
 - 6.1.1 23/00796/FULMAJ – Hewins Wood House.
Change of use and conversion of redundant commercial buildings to create four new dwellings.
 - 6.1.2 23/01042/HOUSE – 2 Mead Cottages, Tutts Clump.
Erection of two storey side extension and associated internal layout changes.
 - 6.1.3 23/01105/HOUSE – 6 Wellington Gardens.
Proposed ground floor rear and side extension, demolition of shed, relocation of oil tank, floor plan redesign and all associated works at 6 Wellington Gardens.
 - 6.1.4 23/01135/HOUSE – 2 Wellington Gardens.
Proposed loft conversion with Velux windows on front and rear elevations of the existing roof.
 - 6.1.5 23/01009/FUL – Bradfield College.
Replacement of two 4000l gas tanks with three 4000l gas tanks and associated extension of concrete compound, new bollards and fenced enclosure with gates.
 - 6.2 Planning decisions taken by WBC.

- 6.3 Planning decisions taken to appeal.
- 6.4 To receive an update on enforcement matters.
- 7 To receive the District Councillors report.
- 8 Highways.
 - 8.1 To receive an update on wheelie bin sticker distribution.
 - 8.2 To receive an update on highway issues in the parish.
- 9 To receive the Clerk's report.
 - 9.1 To consider the location for future Bradfield PC meetings.
 - 9.2 To consider and adopt the LGA Model Code of Conduct.
 - 9.3 To receive an update on insurance.
 - 9.4 To consider co-option of a councillor and filling of the vacancy.
- 10 Audit.
 - 10.1 To receive the internal auditors report.
 - 10.2 To review, consider and approve the Annual Governance Statement.
 - 10.3 To review and approve the Annual Statement of Accounts for FY22/23.
- 11 Environment.
 - 11.1 To consider addition information about defibrillator provision in Bradfield and the option to install one in the telephone box.
 - 11.2 To consider arrangements for defibrillator training.
 - 11.3 To receive an update on emptying of dog bins by WBC contractors.
 - 11.4 To consider a quote for removal of the youth shelter.
- 12 To receive reports from any other meetings attended on behalf of BPC.
- 13 Correspondence.
 - 13.1 To consider a request for funding from WB Citizens Advice.
- 14 Finances.
 - 14.1 To receive a bank reconciliation (dated 6/6/2023).
 - 14.2 To receive a list of receipts and payments since the last meeting.
 - 14.3 To approve the Clerks salary for June 2023.
- 15 Round table comments (note this is for information only and no decisions may legally be taken).

Date of next Bradfield PC meeting:

Tuesday 4th July 2023 at 7.30pm in the Committee Room at Bradfield Village Hall.