

# **BRADFIELD PARISH COUNCIL**

**To:** All members of Bradfield Parish Council

You are hereby summonsed to attend the Annual meeting of Bradfield Parish Council. If you are unable to attend, please notify the clerk.

## **Notice of Meeting**

Date: Tuesday 3<sup>rd</sup> May 2022

Time: 7.30pm

Location: St. Peter's Church Hall, South End Road, Bradfield Southend.

*Helen Pratt*

Helen Pratt – Clerk to Bradfield Parish Council

26<sup>th</sup> April 2022

## **Agenda.**

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
2. To elect the Vice-Chairman.
3. To receive apologies for absence.
4. Declarations of interest:
  - 4.1. To receive any updates to the register of interests.
  - 4.2. To receive any interest in agenda items.
5. To approve the minutes of the meeting held on Tuesday 5<sup>th</sup> April 2022.
6. To consider matters arising from the minutes not covered elsewhere on the agenda and for information only.
7. To approve and adopt the Standing Orders for Bradfield Parish Council.
8. To approve and adopt the Financial Regulations for Bradfield Parish Council.
9. To confirm positions on external committees:
  - 9.1. Bradfield Parochial Charities (The Alms Houses),
  - 9.2. Bradfield Village Hall Management Committee,
  - 9.3. The Pang Valley Floor Forum,
  - 9.4. Neighbourhood Action Group.
10. To confirm positions of responsibility:

- 10.1. Planning,
  - 10.2. Footpaths,
  - 10.3. Incidents,
  - 10.4. Financial Verifier,
  - 10.5. Newslink.
11. To review the Council asset register.
  12. To review the Council insurance policy.
  13. To fix the dates and times of ordinary meetings of the Council.
  14. Planning matters:
    - 14.1. Planning applications which BPC has been advised of by WBC:
      - 14.1.1. 22/00953/FUL – St. Andrew’s School.  
*Proposed extension to the nursery building, installation of air source heat pump and associated works.*
      - 14.1.2. 22/00921/FUL – Stanley House, Bradfield College.  
*Extensions to boarding house and associated works including drainage works, tree removal, hard and soft landscaping.*
    - 14.2. Planning decisions taken by WBC.
    - 14.3. To receive an update on enforcement matters.
  15. To receive the District Councillors report.
  16. To consider any Highways Matters.
  17. To discuss and consider the revised Business Plan for Bradfield Village Hall.
  18. To receive an update on plans for the Platinum Jubilee.
  19. To consider speeding and what can be done.
  20. To receive an update on defibrillators.
  21. To consider TPOs in the parish.
  22. Correspondence.
    - 22.1. To consider a donation to WB Citizens Advice Bureau.
  23. Finances
    - 23.1. To receive a bank reconciliation (dated 3/5/2022).
    - 23.2. To receive a list of payments and invoices since the last meeting.
  24. Round table comments (for information only, no decisions may legally be taken).
- Next meeting of Parish Council: Tuesday 7<sup>th</sup> June 2022 at 7.30pm.**