

Minutes of a Meeting of Bradfield Parish Council held on

Tuesday 7th March 2023 at 7.30pm in the Committee Room, Bradfield Village Hall, Bradfield Southend.

Present: Cllr. A. House (Chairman)
Cllr. M. Ashbrook
Cllr. R. Balsdon
Cllr. K. Dearing
Cllr. P. Isherwood
Cllr. S. O'Reilly
Cllr. R. Wyatt

Three members of the public were in attendance.

32. **Apologies.**

Apologies of absence were received from Cllr. P. Henwood, Cllr. T. Wale and District Cllr. MacKinnon.

33. **Declarations of Interest.**

There were no changes to the register of interests and no interests were declared in any agenda items.

34. **Public Forum.**

34.1 **Bradfield Village Hall.**

A parishioner supported the decision of BPC, to wait until after the elections in May, to reconsider BPC's position on the new development. It is to be hoped that by that time, the build cost and the source of funding will be known.

Concern continued to be raised by the parishioner about the viability of the revised business plan. The assumptions it makes, about the levels of utilisation of the existing hall, the cost of utilities and the impact this has on income of the existing hall, are not being demonstrated. The loss of income from three regular bookings (including the Sunshine Club), has not been made up.

In November 2022, it was confirmed that without additional bookings the financial reserves would only maintain the existing hall for 12 to 18 months. An attempt has been made to forecast the situation going forwards (in the absence of the 2022 accounts). It is believed that income will be between £8,000 and £9,000 but operational expenses are expected to be around £20,000. Concern was further raised that the Village Hall Committee have requested financial assistance from BPC with the electricity costs, in addition to the usual costs for the outdoor facilities. It appears that the "worst case" scenario is playing out.

BPC were asked to consider when, in terms of requests for financial assistance, it would have to assess if the charity is a going concern or whether it has reached the point of insolvency.

35. **Approval of Minutes.**

35.1 **BPC meeting held on Tuesday 7th February 2023.**

After clarification to item 30.5 about incoming delivery lorries to McVeigh Parker, the minutes of the BPC meeting on Tuesday 7th February 2023 were approved as an accurate reflection of the meeting and were signed by Cllr. House.

36. **Matters arising from the minutes.**

36.1 **Parish Council Elections.**

Some exiting parish councillors will not be standing for re-election in May 2023. Parishioners are being encouraged to consider standing.

- 36.2 Bradfield May Fayre Volunteers.
The Bradfield May Fayre Committee are looking for forty volunteers who are willing to do a two-hour session on Monday 1st May at the Fayre.
- 36.3 Bradfield Village Hall.
BPC are continuing to explore the possibilities of nominating the Village Hall as an Asset of Community Value.
- 36.4 Bradfield Alms Houses.
There has been no update on the constitution of the Charity.
- 36.5 Picnic Benches.
Delivery of the picnic benches to the play area and the Village Field are still pending.
- 36.6 Sovereign Housing Footway.
The Clerk advised that Sovereign Housing Association have requested photographs of the footway.
- 36.7 Footway from Hungerford Lane to The Avenue.
Fencing around the drainage at The Avenue end of the footway has been installed.
- 36.8 Footway from Wellington Gardens to Hungerford Lane.
The footway has been pre-patched prior to being resurfaced in the footway resurfacing programme.
- 36.9 Invoices.
The invoice for the Remembrance Sunday road closure remains outstanding.
- 36.10 Plaques.
The plaques to mark the reign of Queen Elizabeth II and the Coronation of King Charles III have been ordered.
- 36.11 Gigaclear Box.
Gigaclear engineers will be out to check the box at the junction of Heath Road and Southend Road which remains very noisy.
37. **Planning Applications**
- 37.1 Planning Applications on which BPC has been consulted by WBC:
- 37.1.1 **22/03031/COND – Orchard Lodge, Mariners Lane.**
Application for approval of details reserved by condition 4 ‘arboricultural supervision’, 5 ‘drainage’, 14 ‘cycle/bin storage facilities’, 16 ‘soft landscaping’ and 17 ‘external lighting’ of approved application 22/01874/FULD: Demolition of existing house, rear and side outbuildings, erection of replacement dwelling and cycle store.
Amendments to the application have been submitted including a water drainage strategy and plans showing an enlarged cycle store in accordance with WBC policies.
- 37.1.2 **23/00376/FULMAJ – Awberry Farm, Beenham (Adjacent Parish).**
Full application for the change of use of the site to a flexible events venue, including the provision of overnight accommodation. The barn/site to be used for no more than 28 weddings / major events per annum, on Saturdays only.
It was agreed that BPC has the same objections to this application as the previous withdrawn application (22/02625/FULMAJ).
- 37.1.3 **22/02973/HOUSE & 22/02974/HOUSE – 6 Stretton Close.**
Amended plans have been submitted for both applications, but these have only been learnt about immediately prior to the meeting.
- 37.2 Planning decisions taken by WBC:
- 37.2.1 **22/01012/CERTE – Northcourt, Pangbourne.**
This CLEUD relates to use of the Main House, the Garage Flat and the Cottage as three separate dwelling houses (ie. Creating 2 additional independent dwelling houses at North Court).

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BPC had no comments to make on this application but did raise some questions. WBC has determined that use of the Garage Flat and the Cottage as separate dwelling houses is **lawful**.
37.2.222/02625/FULMAJ – **Awberry Farm, Beenham (Adjacent Parish)**.

Full application for the change of use of the site to a flexible events venue, including the provision of overnight accommodation.

BPC **objected** to this application which has been **withdrawn**.

37.2.322/03039/FUL – **Orchard Lodge**.

Section 73: Variation of Condition 2 (Approved Drawings) of previously approved application 22/01874/FULD: Demolition of existing house, rear and side outbuildings, erection of replacement dwelling and cycle store.

BPC **objected** to this application which has been **withdrawn**.

37.2.422/02996/FUL – **St. Andrew’s School, Buckhold**.

External alterations to Old Hall including installation of solar panels, blocking up existing first floor windows, installation of roof lights, single storey timber canopy, air source heat pump and new external steps.

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

37.3 Enforcement Issues.

37.3.1 **Boot Farm**.

New flood lights were reported to be in use at Boot Farm.

37.3.2 **Brewery Fields Farm**.

Use of the site continues to be monitored.

37.3.3 **McVeigh Parker**.

The new lights on the McVeigh Parker yard have been reported to enforcement.

37.3.4 **Merryfields Farm**.

WBC Enforcement has closed their investigation into the menage at Merryfields Farm without any action from either WBC or the owners. BPC will continue to monitor the site.

37.3.5 **Speedwell**.

WBC Enforcement has closed the case with regards to the air source heat pumps on the grounds that they are air conditioning units. The point about the shed being outside the domestic curtilage and lighting weren’t considered. Lighting will be raised again.

38. Highways.

38.1.1 **Speeding**.

The Clerk has ordered 500 wheelie bin stickers of three different designs. The Clerk and Cllr. Dearing will work together to get these distributed along Southend Road and Cock Lane where there is a 30mph speed limit. “Speedwatch” wheelie bin stickers are already in use on Ashampstead Road.

38.1.2 **Grit bin on Mariners Lane**.

It was agreed that the Clerk would submit the relevant information to WBC to get a license to put a grit bin on the side of Mariner’s Lane by the water works entry. A grit bin will be order in the next financial year.

38.2 **Green Lane (Byway BRAD 15/1)**.

A number of wheelbarrow loads of top soil have been fly tipped at the southern end of Green Lane.

38.3 **Drainage on Buscot Hill**.

Nothing has been heard from WBC since this was reported. The Clerk will chase it up.

38.4 **Cock Lane**.

The Clerk needs to document how the water flows along Cock Lane, between Bishop’s Road and Crackwillow.

A car has collided with the bridge near Crackwillow on Cock Lane, damaging the bridge and removing the 30mph signs (the accident happened on a dry, non-icy morning.)

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38.5 **Back Lane.**

The pot holes on Back Lane have been repaired and the surface is much better.

38.6 **Parking and damage to verge outside 1B New Way.**

Sovereign Housing Association have been advised of the situation and have requested index numbers of the vehicles involved.

38.7 **Buscot Hill.**

Fly tipping of an asbestos like material was reported on Buscot Hill between the bus stop layby and Sherwood Lodge.

39. **Clerk's Report.**

39.1 Elections and dates for meetings.

All councillors wishing to stand for another term of office must submit nomination papers by hand to the WBC Market Street Offices between Friday 24th March and 4pm on Tuesday 4th April.

The Annual Parish Council meeting will take place on Tuesday 23rd May.

39.2 Annual Parish Assembly.

The Annual Parish Assembly will take place on Thursday 27th April. It was agreed that reports would be requested from organisations within the parish and four would be selected to read their own reports; others will be read by the Chairman and/or the Clerk.

39.3 Printer.

The BPC printer has reached the end of its life and will be written off. It was agreed to consider the purchase of a new printer once a new Chairman has been appointed at the Annual meeting of the council.

40. **Grant applications.**

The following grant allocations were agreed:

Newslink (Parish Magazine)	£400
Bradfield Village Hall	£3,500
Bradfield Primary School	£650
Bradfield Primary School PTA	£650
St. Peter's Pre-school	£400
Tutts Clump Burial Ground	£300
Bradfield WI	£250
Bradfield Coffee Club (Friday)	£250
Bradfield Luncheon Club	£300
Standby Group	£600
John Symonds Trust	£500
Thursday Coffee Club	£250
Pang Valley Flood Forum	£150

A grant for Bradfield Parochial Charities (Alms Houses) was considered, however it was agreed that a grant would be reconsidered when the questions about the governance of the Charities has been resolved

41. **Environment.**

41.1 Defibrillator in Bradfield.

Cllr. Isherwood and the Clerk will inspect the telephone box and consider what work needs to be carried out.

41.2 Toilet provision for Bradfield May Fayre and Coronation Event (1st and 8th May).

BPC would consider covering the cost of toilets for the May Fayre and the Coronation Event but need to be asked.

41.3 Refuse and Recycling Bins.

Comments were made about the number of bins which are put out several days prior to bin day, often resulting in paper and cardboard being blown around. A polite reminder will be placed in NewsLink asking parishioners to put there bins out the night before collection and not earlier (WBC ask that they are out by 7am on the day of collection).

42. **Reports.**

42.1 **Pang Valley Flood Forum (PVFF).**

Cllr. Isherwood reported that the PVFF met on Tuesday 28th February.

43. **Correspondence.**

43.1 **Ivy growing up Oak Trees.**

Concern has been raised by a resident about ivy growing up oak trees and ultimately resulting in their demise. It was agreed that residents should be asked to look after trees and any in public places.

44. **Finance.**

44.1 **Bank Reconciliation to the 7/3/2023.**

The finance report showed a balance of £11,490.20 in the Treasurers account once all cheques and lodgements have cleared. This reconciles to the current account bank statement dated the 3/2/2023 with a balance of £12,754.13. The business account statement showed a balance of £87,234.10 on the 27/2/2023.

44.2 **List of payments and receipts since the last meeting.**

The following payments have been made since the last meeting:

Salaries and expenses to 7/3/2023:	£470.44
Bradfield Village Hall – two years ground rent for youth shelter	£200.00
Smart Wheelie – 500 wheelie bin stickers	£399.00
Ink cartridges	£48.91

Payment of the Clerk's salary for March 2023 and the Chairman's allowance were approved.

44.3 **Bank Account Signatories.**

It was agreed to add Cllr. O'Reilly to the bank mandate.

45. **Round table comments.**

45.1 **Rotten Row Dog Bin.**

The dog bin at Rotten Row has been reported as over filled.

45.2 **Vehicle on Cock Lane.**

A silver Mercedes has been parked on Cock Lane near Bradfield Primary School which is not taxed.

45.3 **Councillors not seeking re-election.**

Cllr. Ashbrook and Cllr. Isherwood will not be standing for re-election. The April meeting will be their last meeting as councillors.

45.4 **Rural Crime PCSO.**

A councillor enquired who the PCSO covering Bradfield is? This was because of a burglary.

45.5 **Potholes.**

Approximately 11 or 12 potholes were reported between McVeigh Parker and Waylands. Another pothole was reported going west towards Chapel Row just by the acorn gateposts on The Avenue.

46. **The meeting concluded at 9.40pm.**

Next meetings: Tuesday 4th April 2023 at 7.30pm, Committee Room, Bradfield Village Hall

Annual Parish Assembly: Thursday 27th April 2023 at 7.30pm at Bradfield Village Hall