

**Minutes of a Meeting of Bradfield Parish Council held on  
Tuesday 5<sup>th</sup> July 2022 at 7.30pm in St. Peter's Church Hall.**

**Present:** Cllr. A. House (Chairman)  
Cllr. M. Ashbrook  
Cllr. R. Balsdon  
Cllr. S. O'Reilly  
Cllr. T. Wale  
Cllr. R. Wyatt  
District Cllr. MacKinnon  
Mrs. H. Pratt (Clerk)

**There were two members of the public in attendance.**

**52. Apologies.**

Apologies of absence were received from Cllr. Dearing, Cllr. Henwood and Cllr. Isherwood.

**53. Declarations of Interest.**

There were no updates to the register of declarations or interests in any agenda items.

**54. Public Forum.**

**54.1 Playground Incident.**

BPC was notified of an incident in the playground which was passed to Bradfield Village Hall committee. It was reported that the item causing the incident has been made safer and was not picked up by the RoSPA inspection.

**54.2 Bradfield Village Hall.**

A parishioner noted the following points (mainly associated with poor communication, particularly for Cllr. O'Reilly, the BPC representative on the Village Hall Committee):

- The AGM of the Village Hall committee is scheduled to take place on Thursday 7<sup>th</sup> July. This was advertised in a small paragraph in the June edition of NewsLink. There doesn't appear to be any other advertising of this meeting, either on noticeboards around the parish or on social media. Concern was raised that parishioners would be unaware of the meeting and miss the opportunity to attend. Concern was also raised about whether the meeting would be quorate.
- A new trustee has been appointed to the Village Hall Committee. The community has not been made aware of this and no information is known about his proposed role or the reasoning behind this appointment.
- The Annual AGM report (uploaded to the Village Hall website) states that "*If sufficient funds to construct a new hall are not found ... the Trustees face a difficult decision which would be to close the hall and potentially arrange for its demolition.*" This statement is understood to completely overlook and ignore paragraph 15.8 of the CIO constitution which states that if the Trustees resolve to dispose of the property, a public meeting will be called, and a vote taken on the Trustees resolution.

Questions were asked about ownership of the hall and whether it could become a Community Asset. It was also suggested that if the hall is to be disposed of the consultation needs to include the Charity Commission as well as parishioners.

**55. Minutes of meetings held on Tuesday 7<sup>th</sup> June 2022 and Tuesday 28<sup>th</sup> June 2022.**

It was resolved that the minutes of the meetings of BPC held on Tuesday 7<sup>th</sup> June and Tuesday 28<sup>th</sup> June 2022 were an accurate reflection of the meetings, and they were signed by Cllr. House.

56. **Matters arising from the minutes.**

56.1 **Admoor Lane hedge.**

WBC have inspected the laurel hedge on Admoor Lane and determined that the site is safe with no immediate hazard. The laurel hedge is cut back to the roadside boundary. BPC considered this to be unacceptable.

56.2 **Raised hedge in front of The Queen's Head.**

The hedge planted in the raised bed, which restricts site lines when turning onto South End Road from Cock Lane, is to be removed and replaced with flowers.

56.3 **Platinum Jubilee Medals.**

Platinum Jubilee medals were handed to Cllr. Wale and District Cllr. MacKinnon, both having been absent from the last meeting.

57. **Planning Applications**

57.1 **Planning Applications on which BPC has been consulted by WBC:**

57.1.1 **22/01345/FUL – Fishers Copse House, Rotten Row.**

*Erection of garden room and garage with storage above following demolition of stables and erection of solar panels.*

BPC had no objection to the garden room and garage when considered in application 22/00699/HOUSE. This application is identical but has the addition of solar panels.

It was agreed that BPC has **no objection** to this application subject to usage conditions on the garden room and garage block.

57.1.2 **22/01383/HOUSE & 22/01384/LBC2 – Frogmore Farm, Back Lane.**

*Alterations to the elevation of North facing roof section including the removal of 4 velux windows and replacement with 4 dormers. Repositioning of a chimney in the modern elevation to the West, and internal alterations within the modern extension.*

It was agreed that BPC has **no objection** to these applications.

57.1.3 **22/01249/OUTD – Gables, Maidenhatch.**

*Outline application with all matters reserved for two storey detached house and detached garage on new divided plot of 1140m<sup>2</sup>.*

This application is for a new house in the AONB, outside of any settlement boundary.

There are questions about the accuracy of the number of bedrooms specified on the application form should the application be developed.

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

57.1.4 **22/01379/HOUSE – Steepwood, Bishops Road, Tutts Clump.**

*Changes to fenestration on outbuilding to include 4 new rooflights.*

It was agreed that BPC has **no objection** to this application subject to permitted development rights being removed for further development on the site and a condition restricting the use of the outbuilding to being solely for purposes ancillary/incidental to Steepwood.

57.1.5 **22/01287/FULMAJ – Walnut Tree Cottage, Ashampstead Common (Adjacent Parish).**

*Construction of a new garage. The proposed dimensions are 11m (L) x 10.4m (W) x 6.75m (H). The materials proposed for the garage matches the existing garage and is sympathetic to the wider landscape. It will constitute of a tiled roof, brick lower elements and black painted timber.*

It was agreed that BPC has **no objection** to this application subject to a condition on the garage that it can only be used for purposes ancillary/incidental to Walnut Tree Cottage.

57.1.6 **22/01581/COND1 – St. Andrew's School, Buckhold.**

*Application for approval of details reserved by Condition 7 (Arboricultural Method Statement) of approved 22/00193/FUL – installation of containerised biomass boiler system at St. Andrew’s School, Buckhold.*

It was agreed that BPC has **no objection** to this application which BPC has not been consulted on.

**57.1.7 22/01604/LBC2 – Bradfield College.**

*Floor strengthening works to existing first floor office.*

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

**57.2 Planning decisions made by WBC:**

**57.2.1 22/000986/CERTP – Steepwood, Bishops Road.**

*Changes to fenestration on outbuilding.*

BPC were not consulted on the application to determine if specified changes could be carried out under permitted development rights. WBC has **refused** the application.

**57.2.2 22/00953/FUL – St. Andrew’s School.**

*Proposed extension to the nursery building, installation of air source heat pump and associated works.*

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

**57.2.3 22/00699/HOUSE – Fishers Copse House, Rotten Row.**

*Erection of a garden room and garage following demolition of stables.*

BPC had **no objection** to this application, but WBC has decided that the application **cannot be determined**.

**57.2.4 22/00697/FULD – Reservoir, Tutts Clump.**

*Demolition of former water pumping station reservoir, associated plant and buildings, replacement with detached 5-bed dwelling with integral garage.*

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

**57.3 Enforcement Issues.**

**57.3.1 Boot Farm.**

The mobile homes remain on site, despite the requirements to remove them on development of the dwelling, now known as Clump Cottage. This is still to be reported to WBC enforcement.

**57.3.2 Orchard Lodge.**

Prior to the initial application, which was withdrawn, extensive site clearance took place. A revised application has now been submitted. Containerised storage has arrived, and soil is being dumped on site. Determination of application 22/01256/FULD is awaited.

**57.3.3 Tutts Clump Pumping Station / Reservoir, Tutts Clump.**

Planning application 22/00697/HOUSE has been refused; it is understood that the decision is likely to be taken to appeal. Councillors have been approached about what might be acceptable; personal impartial advice has been given.

**58. District Councillor’s Report.**

**58.1 District Cllr. MacKinnon reported that the WBC Members bid for two new picnic benches had been successful.**

Questions had been raised about when WBC consults parishes on amendments. This is determined by the significance of the change and is at the planning officer’s discretion. The WBC Enforcement team are currently understaffed, but Applecroft will be addressed at the earliest opportunity.

District Cllr. MacKinnon reported that he has been out meeting parishioners and that the two most frequently raised issues are speeding (particularly on South End Road) and dog mess. Whilst Thames Valley Police have had a speed camera in use in Bradfield Southend, BPC were encouraged to utilise the WBC SID again. If dog bins are full, people should be encouraged to take their dog mess home with them rather than leave it on top of bins.

It was noted that the proposed house on the site of the reservoir at Tutts Clump had been refused, one of the reasons being sited that it was in an unsustainable location. It was felt that planning officers shouldn't refuse applications on the grounds of unsustainable locations and District Cllr. MacKinnon is putting forwards a motion at the next WBC full council meeting about this.

A residents' survey has been carried out and identified that a high proportion of West Berkshire residents are satisfied with the location area and with how things are run, residents reported a high level of life satisfaction. Areas needing improvement included the environment (particularly around recycling of waste), planning and the effects of overdevelopment, SEN education, and adult social care.

59. **Clerk's Report.**

59.1 **Members bids and picnic benches.**

Now that confirmation has been received of the WBC members bid, the Clerk will order the Tansley wheel-chair access picnic bench (£635.40 ex. VAT) and the Bradbourne Picnic bench £743.92 (ex. VAT). The WBC members bid will cover half of the cost and BPC will cover the remaining £689.66. It was agreed that ongoing ownership of both benches would remain with BPC.

59.2 **Revised Asset Register.**

Whilst there has been no update on the asset register, WBC has issued its Winter Service Plan, which lists six grit bins (rather than 9 as on the asset register) in Bradfield parish, located at:

- the junction of Mariners Lane and Bishops Road
- the junction of Bishops Road and Rotten Row Hill
- on Cock Lane, 200m from South End Road, past Heath Rd. on right hand side
- on Hungerford Lane, opposite Woodpecker Cottage
- the junction of Mariners Lane and Rotten Row Hill
- on Rotten Row at the entrance to Bradfield Hall.

The bin on triangle outside Dingley Cottage, Southend is not included on the list. It was suggested that at some stage, some bins may have been replaced, but not removed from the asset register. The Clerk will explore this further.

59.3 **Ukrainian Refugees.**

There is a gradually increasing number of refugees coming into the parish. Use is being made of the Bucklebury Community Bus to transport refugees into Newbury on Wednesdays to benefit from the EduCafe run in Newbury library.

59.4 **Swings and Smiles.**

An email has been sent to Swings and Smiles asking if the charity supports any families in the parish; no response has been received.

60. **Highways.**

60.1 **Drains on South End Road.**

There has been no action in response to the drain issues on South End Road raised with WBC. The Clerk will chase this issue up (ref 208105).

60.2 **Police speed checks on South End Road.**

There was a Police speed check in South End Road on the 13<sup>th</sup> June 2022.

60.3 **Mirror request for South End Road/Cock Lane junction.**

A mirror has been requested opposite Cock Lane at the junction with South End Road. It was noted that the landlord of The Queen's Head is replacing the raised hedge with flowers which should improve the situation. The Clerk will write to the landlord, supporting replacement of the hedge with flowers and requesting that advertising boards are not put out which obstruct the pavement.

- 60.4 Update on the issues raised on Union Road.  
District Cllr. MacKinnon will chase up a report following the closure of Union Road and details of any planned works.
61. **Environment.**
- 61.1 Defibrillators.  
The Clerk will organise training for the defibrillators.
- 61.2 Platinum Jubilee Shield.  
The stainless-steel Platinum Jubilee Shield has been delivered to the Clerk and was shown to members of BPC.  
There was a discussion about possible locations for the shield, which included on the front or side of the Village Shop, the Village Hall, or The Queen's Head. Enquires will be made at the Village Shop.
- 61.3 Platinum Jubilee Medals.  
All the Platinum Jubilee medals, and mugs have been sold. Calculations are ongoing with the finances.
- 61.4 Tree Preservation Orders (TPOs) in the Parish.  
It was agreed that a TPO should be requested for the oak tree in the garden of The Garden House, South End Road.
- 61.5 Dog Waste bin.  
A resident has requested an extra dog waste bin on South End Road. The Clerk will prioritise a new dog waste bin.  
Cllr. Wyatt questioned why WBC had cut the vegetation on footpath BRAD 3/1 (opposite Wellington Gardens) to the river Bourne.
62. **Reports from meetings attended on behalf of BPC.**
- 62.1 Bradfield Alms Houses.  
Cllr. Wyatt reported that the empty alms house had been offered to a resident of an adjacent parish, despite at least three applications from Bradfield parishioners. It was agreed that the Clerk would ask what criteria are used for allocation of the alms houses. There was a suggestion that the charity was run on behalf of BPC. A resident of Bradfield Hall gave the site originally. The Clerk will investigate the constitution.
- 62.2 Bradfield Village Hall.  
Cllr. O'Reilly reported that the Village Hall Committee had expressed a wish to meet with BPC, but BPC are not willing to attend such a meeting.  
A new trustee, Nigel Neeman, has been appointed, who is keen to understand all perspectives on the proposed Village Hall project.  
Cllr. O'Reilly commented that there is worrying reading on projected increases in prices of building materials over the next three months, with an average of 3%, but some items being significantly more.  
Cllr. O'Reilly may not be able to attend the AGM of the Village Hall Committee. It was agreed that Cllr. Balsdon would attend if necessary.
63. **Correspondence.**
- 63.1 Neighbourhood Action Group (NAG)/Police and Community Together (PaCT).  
An email has been received about the future of the NAG/PaCT.  
Cllr. Ashbrook commented that the PaCT is intended to be a two-way dialogue enabling a better understanding and responsiveness to local needs and risks, resulting in improved public satisfaction, cooperation, trust and confidence in the Police.  
When Cllr. Ashbrook was co-opted onto the NAG, priorities were focused on Traveller Encampments and the local drugs scene. The NAG achieved limited success in partial resolution of these (and other) issues.

Police priorities changed and public interest in the NAG declined. Issues being addressed were replicated elsewhere and Cllr. Ashbrook decided that he would no longer attend the NAG meetings.

Due to COVID, national and local priorities have significantly changed and the need for the NAG/PaCT is being questioned. Cllr. Ashbrook commented that the NAG/PaCT was most effective when the priorities of the group coincided with those of the Police, but that non-attendance of the Police at meetings made them of limited value.

It was agreed that Cllr. Ashbrook's response be sent to the PaCT chairman.

63.2 WBC Minerals and Waste Consultation (closing date 6<sup>th</sup> July).

There were no further comments on the consultation.

64. **Finance.**

64.1 Bank Reconciliation to the 5/7/2022.

The finance report showed a balance of £45,105.93 in the Treasurers account once all cheques and lodgements have cleared. This reconciles to the current account bank statement dated the 1/6/2022 with a balance of £49,134.52. The business account statement showed a balance of £42,120.97 on the 27/6/2022.

64.2 List of payments and receipts since the last meeting.

The following payments have been made since the last meeting:

Salaries for June 2022 and allowances	£423.88
Payroll services – April, May and June 2022	£64.02
Internal Audit	£50.00
Platinum Jubilee Shield	£295.00
Portaloos for the Jubilee celebrations	£181.50
Expenses paid since the last meeting	£26.68

Payment of the Clerk's salary for July 2022 was approved.

Cllr. Ashbrook verified the bank reconciliation with the bank statement.

65. **Round table comments.**

65.1 McVeigh Parker planting conditions.

Questions have been asked about whether McVeigh Parker have met the conditions of the planning application extending their premises on appeal. The Clerk will investigate.

65.2 Green Fest.

Green Fest will be held in Hampstead Norreys in September.

65.3 Dog Waste Bin in Tutts Clump (on Bishop's Road)

A request has been received for a dog waste bin on Bishop's Road (in addition to one on South End Road).

65.4 Hewins Wood Farm Open Day.

Hewins Wood Farm held a well-attended open day on 2<sup>nd</sup> July with free refreshments.

65.5 Youth Shelter.

Cllr. Wyatt was reminded that the youth shelter on the Village Field needs to be removed.

65.6 Hedge overgrowing the pavement.

It was noted that the hedge of the house next to the Queen's Head is overgrown and that a pushchair cannot be pushed along the pavement.

65.7 Potholes.

It was reported that potholes are developing at the junction of Heath Road and South End Road again.

66. **The meeting concluded at 9.50pm.**

**Next meetings: Tuesday 2<sup>nd</sup> August 2022 at 7.30pm in St. Peter's Church.**