

## **Minutes of a Meeting of Bradfield Parish Council held on**

**Tuesday 7<sup>th</sup> September 2021 at 7.30pm in Bradfield Village Hall.**

**Present:** Cllr. A. House (Chairman)  
Cllr. M. Ashbrook  
Cllr. R. Balsdon  
Cllr. K. Dearing  
Cllr. P. Henwood  
Cllr. P. Isherwood  
Cllr. S. O'Reilly  
Cllr. B. Wyatt  
Mrs. H. Pratt (Clerk)

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

58. **Apologies.**  
Apologies of absence were received and accepted from Cllr. Wale. Apologies of absence were received from District Cllr. MacKinnon after the meeting.
59. **Declarations of Interest.**  
There were no updates to the Register of Interests and no interests in any agenda items.
60. **Public Forum.**
- 60.1 **Hewins Wood Farm.**  
Mr. Patterson from Hewins Wood Farm commented that he had owned the property for the last 40 years. Having moved away from the pig industry, the yard is used for light industry and craft units with some storage units. An invitation was extended to any councillors interested to visit the site and be shown round.
- 60.2 **District Councillor.**  
A parishioner commented that District Cllr. MacKinnon is rarely seen and that it would be nice to see him.
- 60.3 **Bradfield Village Hall.**  
A question was asked about the proposed extra-ordinary meeting at which it was suggested BPC might take a vote of no confidence in the Bradfield Village Hall Management Committee. An update on the Village Hall will be covered under item 7 on the agenda.
61. **Minutes of meeting held on Tuesday 3<sup>rd</sup> August 2021.**  
The minutes of the meeting of Bradfield Parish Council (BPC) held on Tuesday 3<sup>rd</sup> August 2021 were agreed as an accurate reflection of the meeting and were signed by Cllr. House.
62. **Matters arising from the minutes.**
- 62.1 **Hedge Trimming requests.**  
The hedge on Southend Road to the west of Heath Road, which was growing into the pavement has carefully been cut back by hand.  
The hedge from Wellington Close to Hungerford Lane has been cut using a flail.  
It was reported that the hedge in Cock Lane from the surgery to the junction with Southend Road is overgrown.
- 62.2 **Naming of development to the north of Stretton Close.**  
There has been a consultation between WBC and the developer, and it has been agreed to name the development Pouncett Gardens. It is understood that consent for this naming has been secured from the family.

63. **Planning Applications**

63.1 **Planning Applications which WBC has consulted BPC on:**

63.1.1 **21/01903/FUL – Bradfield College.**

*All weather pitch with associated floodlighting, fencing and replacement floodlighting to existing pitch. Section 73 application to vary condition 4 (lighting) of approved planning permission 06/01667/FUL.*

The installed lighting is not compliant with Sport England. This application will increase the number of lights on the same number of columns and increase their height by 2m.

There will be louvered lanterns on each light to reduce the light spillage.

BPC agreed **no objection** to this application.

63.1.2 **21/01533/COMIND – Hewins Wood Farm.**

*Retrospective planning application for regularisation of the use of storage containers, buildings for pottery workshop and kiln, beauty salon and blacksmith workshop.*

It was noted that this site has evolved over time. It was agreed that BPC **supports** this application.

63.1.3 **21/01851/HOUSE – Oak Cottage, Cock Lane.**

*A pre-fabricated garden room of wooden construction with a rubber roof, placed on a decking base underlaid by concrete. Dimensions 3.05 x 3.05 x 2.3m.*

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

63.1.4 **21/02208/HOUSE – 3 Southend Cottage, Southend Road.**

*Proposed single and two storey rear extension.*

It was agreed that BPC has **no objection** to this application. Concern was raised about parking during the construction should this application be approved.

63.2 **Planning Decisions taken by WBC:**

63.2.1 **21/01701/FULD – Ground Floor, Elmwood Building.**

*Change of use from Sui Generis to a Class C3(a) Dwelling houses.*

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

63.2.2 **21/01675/HOUSE – Bourne Rise, Southend Road.**

*Single storey rear extension with balcony over.*

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

63.2.3 **21/01592/HOUSE – Hidden Cottage, Rotten Row.**

*Single storey rear extension.*

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

63.2.4 **21/01508/HOUSE – Mariners Cottage, Mariners Lane.**

*Replace two existing garden sheds and a small wooden field shelter with a single building to house miniature ponies.*

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

63.2.5 **21/01300/HOUSE – Buckhold Farm.**

*Single storey extension to kitchen at the rear of the house.*

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

63.3 **Planning decisions made on appeal:**

63.3.1 **20/02935/HOUSE – Applecroft, Tutts Clump.**

*Retrospective application for installation of up and over doors to existing car port.*

BPC **objected** to this application which was **refused** by WBC. This decision was taken to appeal, and the inspector **dismissed** it.

63.4 **Enforcement Issues:**

63.4.1 **Applecroft, Tutts Clump.**

The appeal for the retrospective up and over garage doors has been dismissed. The site will therefore continue to be monitored for removal of the doors.

63.4.2 **Cray Cottage.**

The veranda to the rear of the garage has been reported to WBC enforcement.

63.4.3 **Elmwood Building.**

Planning application 21/01701/FULD has been refused. Monitoring of the site will continue.

63.4.4 **Hewins Wood Farm.**

Planning application 21/01533/COMIND has been submitted to regularise the buildings, their use and the storage containers.

63.4.5 **46 South End Road.**

WBC enforcement have been advised that the building is approximately 400mm forwards of the building line and that there is a satellite dish. To date no further response has been received.

63.4.6 **Old Travellers Rest.**

Planning application 21/01390/HOUSE is to be considered by the Eastern Area Planning Committee on Wednesday 15<sup>th</sup> September. Cllr. House will be attending the site meeting on the 8<sup>th</sup> September and the subsequent committee meeting.

64. **Bradfield Village Hall.**

The original trust deed document and the constitution of the Bradfield Village Hall CIO have been checked and scrutinised. BPC has no enforceable powers in the operation or conduct of the organisation. BPC can advise, cajole and influence (by means of support etc), but that is the limit of BPC's position. The advice received indicates that the 'withdrawal of support' is the maximum that BPC can do. Any further actions/votes etc., serve no purpose and are likely to inflame an already volatile situation.

Cllr. Ashbrook commented that the BPC members, who have been elected to represent the people of Bradfield, have received tirades of abuse from the Village Hall Committee after doing everything possible to find an acceptable solution. BPC has publicly stated that it doesn't support the project but has invited the Committee to talk. As the project currently stands, it is felt that the community will end up in debt.

There was a suggestion about whether it could be made a Community Asset and whether this would assist the situation.

The existing hall must be demolished before the project can be completed; if the project should fail before the new hall is finished, it is possible that the community will have no hall. (*Subsequent to the meeting, the architect has clarified that the old hall will not be demolished until the new hall has been built*). There was a suggestion that any debt outstanding might have to be added to the precept. BPC has a duty to each parishioner. A lot of the funds raised to date are pledges and conditional, including one grant which is conditional on completion.

It was agreed that BPC will write to the Hall Committee asking that they meet with BPC, write to WBC and state its position and request that WBC reconsider the CIL grant which has been agreed, investigate the possibility of a parish referendum, and ensure that District Cllr. MacKinnon is fully aware of the situation.

65. **Highways.**

65.1 **SID Portal.**

The online planning portal is now ready for parishes to register. The Clerk will register as the designated lead officer before adding Cllr. House and Shaun Fleming as volunteers who can operate SID.

65.2 **Hungerford Lane to the Avenue footway.**

The Clerk has applied for a CIL grant to cover most of the cost of the footway as per the quote from WBC. There is some question about whether the quote is for a tarmac surface as in the original specification because the quote itself only refers to seeding.

65.3 **Road Closures for Remembrance Sunday.**

WBC has been contacted about the road closure diversionary routes' given the current closure of Buscott Hill from the war memorial to Bradfield College. Access will have to be permitted past the war memorial for any traffic wishing to access sites off Buscott Hill. A deferred quote from last year has been obtained for signage costing £410. The cost of marshals (£28 per man hour) will be dependent upon the number required and the duration.

The closure itself is normally requested for 3 hours but is normally only in place for 45 minutes.

The possibility of using an alternative venue was considered, but discounted.

65.4 Replacement Signage at the junction of Common Hill and Union Road.

The damaged sign at the junction has been reported to WBC.

65.5 Road Safety on Union Road.

There has been no update on the road safety issues on Union Road.

65.6 30mph Zones.

A member of the public has lodged a request with WBC to extend the 30mph zone going west along Southend Road to the parish boundary.

66. Environment.

66.1 Bonfires.

It was noted that one specific household is burning household rubbish on a regular basis.

66.2 Defibrillators.

The Clerk will send Cllr. House a link to the defibrillators so that installation plans can be made.

66.3 Benches.

Two of the benches have now been installed in position. The third bench is yet to be installed near the river by Bradfield College. The Clerk will enquire when it will be installed.

66.4 Spring into Blossom.

WBC is leading on a project called Spring into Blossom to remember those who have lost their lives as a result of COVID. The project involves the planting of flowering cherry trees; there are up to three trees per parish. The Clerk has requested three trees, which will be planted along New Way by Bradfield Cricket Club.

66.5 Additional Dog Waste Bin.

The Clerk has contacted the WBC Rights of Way team and clarified that permission is required from them in addition to the landowner for the siting of a dog bin on a PROW. This permission will be obtained before a quotes for installation and emptying of the bin are requested.

67. Correspondence.

67.1 Charitable Trusts.

An email has been received asking for details of the eligibility terms for any charitable trusts which are operated out of the parish; no such trusts could be thought of.

67.2 Letter from St. Peters Pre-School.

St. Peter's Pre-School have written to BPC and given details of how they have used the grant made to them earlier in the year. They have improved their outside area with a new paddling pool, vegetable patch and a two storey Wendy house.

68. Website.

Work on the website continues. Minutes since January 2020 and agendas for 2021 have been uploaded. Minutes and agendas from the old website are still to be uploaded. The website is currently managed under Hugo Fox's Bronze agreement which is free. If this is upgraded to the Silver agreement there are a number of additional features including a planning app which will list all of the undetermined planning applications in

Bradfield Parish with one click. The cost of upgrading to the Silver package is £19.99 a month plus VAT.

69. **Finance.**

69.1 **Bank Reconciliation to the 7/9/2021.**

The finance report showed a balance of £5,660.32 in the Treasurers account once all cheques and lodgements have cleared. The finance report showed a reconciliation to the current account bank statement dated the 3/8/2021 with a balance of £6,268.96. The business account had a balance of £44,117.33 on the 27/8/2021.

69.2 **List of payments since the last meeting.**

The following payments have been made since the last meeting:

|   |         |
|---|---------|
| Bradfield Property Maintenance Service (bench installation) | £25.00  |
| Autela Payroll services                                     | £53.56  |
| Salaries and expenses to 7/9/2021                           | £404.08 |

Payments for the Clerk's salary and the Chairman's allowance for September were approved.

70. **Round table comments.**

70.1 **Lunch Club** – A question was asked about when the Lunch Club will restart.

70.2 **Scrub and Weeds** – It was reported that scrub and weeds are growing on the side of the path through the Village Field and falling into the path.

70.3 **Scarecrow Trail** – Cllr. Dearing will be organising a Scarecrow Trail themed on nursery rhymes and fairy tails to be run during the Autumn half term. The cost will be £5.00 per household.

70.4 **Development behind Ash Grove** – There has been no further update from the developer of the land behind Ash Grove.

70.5 **Vegetation on Ashampstead Road** – Vegetation is obstructing the pavement opposite Bartholomew House in Bradfield, from the stream to the track.

70.6 **Back Lane** – The sides of Back Lane and the passing points in particular have become dangerous and contain potholes which are between 12 and 18 inches deep. Whilst Back Lane is not part of the official diversion for the Buscott Hill closure, it is currently subject to more traffic.

70.7 **Folly Bridge, Mariners Lane** – Subsidence of the road on either side of Folly Bridge has recently become a lot worse.

70.8 **Broken Swing** – One of the swings in the playground is broken.

70.9 **Mattress outside 52 Southend Road** – A single mattress has been dumped outside of 52 Southend Road.

70.10 **Queen's Platinum Jubilee** – Questions were asked about whether the parish or WBC would be doing anything for the Jubilee in 2022. It was agreed that BPC would discuss this topic further at the next meeting.

71. The meeting concluded at 9.30pm.

**Date of Next meeting:**

**Tuesday 5<sup>th</sup> October 2021 at 7.30pm (Bradfield Village Hall).**