

**Minutes of a Virtual Meeting of Bradfield Parish Council held on  
Tuesday 2<sup>nd</sup> June 2020 at 7.30pm.**

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

18. **Apologies.**  
Apologies of absence were received and accepted from Cllr. K. Dearing, Cllr. B. Wyatt and District Cllr. R. MacKinnon.
19. **Declarations of Interest.**  
There were no declarations of interest.
20. **Public Forum.**  
Whilst no members of the public were present, the meeting was advertised on the noticeboards and parishioners were advised to contact the Clerk for access to the meeting.
21. **Minutes of the meeting held on Tuesday 12<sup>th</sup> May 2020.**  
It was resolved that the minutes of the meeting held on Tuesday 12<sup>th</sup> May 2020 were a true record of the meeting and they were signed by Cllr. House.
22. **Matters arising from the minutes not covered elsewhere.**
- 22.1. **Comments on the HEELA (Housing and Economic Land Availability Assessment).**  
Cllr. Ashbrook asked where the response of BPC (Bradfield Parish Council) to the HEELA could be found. Cllr. House will circulate the comments submitted and they will be put on the website, once it is accessible.
- 22.2 **Bradfield Village Hall.**  
Cllr. Ashbrook commented that he had spoken to Cllr. Henwood about the Village Hall. Cllr. Henwood is attending some of the Village Hall meetings, but not all of them and some of the information shared at these meetings is confidential to the Village Hall committee.  
The Village Hall item submitted to Newslink does not mention any of the potential costs, which are a major issue.  
It was agreed that the Village Hall will be an agenda item for the next meeting and that Christine be invited to attend and give an update.
23. **Covid-19.**  
There have been no changes to the support scheme set up due to Covid-19.
24. **Planning Applications.**
- 24.1 **Planning applications which WBC has consulted BPC on:**
- 24.1.1 **20/01089/FUL – Bradfield College.**  
*Car parking, improved vehicular access and associated hard landscaping and lighting.*  
This application will increase the parking spaces available from the existing 70 spaces to 102 spaces. Whilst the description refers to changes to the lighting, there are no details of the lighting on the application. For this reason, it was agreed to **object** to this application, although in principal, the increase in parking spaces is supported.

- 24.1.2** 20/01076/FUL – St. Andrew’s School.  
*Alterations to car park/drop off area outside the entrance to school building, including the provision of a loop and (net) additional 35 parking spaces.*  
 The increase in the number of parking spaces is **supported**. It was suggested that some of these spaces should have electric charging points.
- 24.1.3** 20/01067/FULD – Linnets, Admoor Lane.  
*Section 73 application to view condition 3 (approved plans) and 14 (bat boxes) of planning permission 19/01399/FULD (Replacement dwelling house with detached garage).*  
 It was agreed that BPC **objects** to this application, the reason for the objection was unclear.
- 24.1.4** 20/01044/LBC2 – Bradfield College.  
*Section 19: Variation of Condition 2 – Approved Plans, of planning permission 19/00647/LBC2.*  
 It was agreed that BPC has **no objection** to this application.
- 24.1.5** 20/01004/FUL – Land adjacent to Crundells Loyd House, Bradfield College.  
*Installation of LPG fuel tank and associated enclosures.*  
 It was noted that this application is within the Conservation Area. It was agreed that BPC has **no objection** to this application.
- 24.1.6** 20/01000/AGRIC – Land West of Herons Cottages, Buckhold.  
*Steel framed hay barn (timber clad on 3 sides).*  
 WBC has determined that an **application is not required** for this proposal.
- 24.1.7** 20/01103/TPC – Mill House, Church Road.  
*T1 – Oak – Fell, T2 – Alder – Coppice, remove 8 large trunks to allow smaller to grow, T3 – Acer – Fell.*  
 BPC are against the unnecessary felling of trees, unless they are diseased and would prefer to see an alternative plan.
- 24.2** **Planning Decisions taken by WBC:**
- 24.2.1** 20/00757/COND1 – Bradfield College.  
*Re-roof pitched roofs, replace existing tiles, timber battens and felt. Associated timber repairs to roof structure, replacement of cheeks to dormer windows, replace two dormers and associated window frames. Replace rooflights, rainwater goods, access ladder, mansafe handrail and snowguards, Remove ventilation pipes. Timber repairs to ground floor of northern elevation. Like for like repairs to hanging tiles, brickwork, stonework, pointing, windows frames and panes. Repairs to flat roofs. Internal works including replacement of sanitary ware, install wet heating and ventilation system. New light fixtures in ground floor WCs and IT suite; replace ceiling in IT corridor, replace WC doors, remove stud partition wall between RPE Office and BD7 classroom, install replacement glazed partition and associated rerouting of services; replace stud partition wall between English Office and corridor, replace with glazed partition, install built-in cupboards in English and RPE Offices, replace built-in cupboard in BD7 classroom, reconfigure doors in RPE Office. Install electric radiator in RPE Office. Associated internal repairs to match existing.*  
 BPC had **no objection** to this application which has been **approved** by WBC.
- 24.2.2** 20/00644/OUT - Doctors Surgery, Cock Lane.  
*Outline application for demolition of existing surgery and erection of two detached dwellings with associated parking spaces. Matters to be considered: Access and Layout.*  
 BPC had **no objection** to this application which has been **approved** by WBC.

- 25. Highway matters.**
- 25.1 Speeding on Southend Road, Cock Lane and Ashampstead Road.**  
The Clerk has contacted Cheryl Evans and Graham Markham at WBC about the possible use of SID to gather data on speeding. The SID equipment is available from 16<sup>th</sup> June, after Graham Markham returns to work. It was agreed that the equipment will be reserved and utilised in the parish. Locations for use of SID have been identified on Southend Road, but Mr. Markham is needed to agree a location on Cock Lane, where the speed is very dependent upon the time of day (due to the school). The possibility of setting up the equipment on Ashampstead Road is also a possibility.
- 25.2 Flooding between Cripps Farm and Hungerford Lane.**  
The Clerk confirmed that WBC will be making repairs to the outlet pipe and the drain. It had been requested that this work was carried out after the land had dried out. Stuart Clark (WBC) will organise for the work to be completed.
- 25.3 Chapel Row closure.**  
It was noted that the road through Chapel Row will be closed for resurfacing from the 8<sup>th</sup> to the 13<sup>th</sup> June.
- 26. Environment.**
- 26.1 Hedges.**  
Footpath BRAD6/1, behind The Laffords had already been cut when Pete Harrod went to do it. The vegetation around the kissing gate on BRAD 2/1 has been cut and cleared.  
The hedges at the Village Hall and just before the pub have grown out and are obstructing the pavement. Cllr. House will contact Christine about the Village Hall hedge and Cllr. Ashbrook will talk to the resident who lives next to the pub.
- 26.2 Potholes and Pavement defects.**  
Residents were asked to contact Cllr. Ashbrook about potholes and pavement defects so that a comprehensive list could be drawn up and submitted to WBC. No residents have contacted Cllr. Ashbrook to date. Cllr. Ashbrook will complete a report for the next meeting. Cllr. O'Reilly offered to assist Cllr. Ashbrook.
- 27. West Berkshire Councillor Report.**  
District Cllr. MacKinnon is currently on paternity leave and will circulate his report for June soon.
- 28. Correspondence received since the last meeting:**
- 28.1 Website.**  
The current website is with TSOHOST. The account also contains several other websites making it impossible to give the Clerk access to just the Bradfield Parish Council website. To resolve this problem, the Clerk has created a new account (specifically associated with Bradfield Parish Council) with TSOHOST, with the intention that the current website can be moved over to the new account. The Clerk's email address uses the same domain name as the website and must be maintained.
- 28.2 Gatherings during lockdown.**  
Reports have been received of various gatherings taking place in the parish during lockdown.
- 28.3 Fishing at the College.**  
Reports were received of a family fishing on the bank of the river on Bradfield College land. This was reported to Owen Evans and has been dealt with. It is understood that this may not have been an isolated incident.
- 29. Items raised by Councillors.**

- 29.1 Sponsored Walk.**  
The sponsored walk to raise money for Bradfield Village Hall started yesterday. In the first two days, 32 miles have been walked. All being well, the walk will be finished by the end of June.
- 29.2 Inconsiderate Parking.**  
Cllr. Isherwood commented that both of his neighbours had been upset by the number of cars parked in the road and blocking the entrance to the field. Car drivers and passengers have insulted residents. If vehicles are causing an obstruction, they can be reported to the Police.
- 29.3 Bridleway BRAD 4/1 (Southend Road to Beenham).**  
The gate has been moved at the entrance to the bridleway and 4x4s and motorbikes are now using the bridleway.
- 30. Reports from meetings attended on behalf of the Council.**  
There were no reports to be received.
- 31. Finances.**
- 31.1 Bank Reconciliation to the 2/6/2020.**  
A finance report showed a balance of £11,855.72 once all cheques and lodgements have cleared.  
The finance report showed a reconciliation to the bank statement dated the 1/5/2020 with a balance of £12,172.26.
- 31.2 List of Transactions since the last meeting.**  
The following payments have been made:
- |                     |         |                                  |
|---------------------|---------|----------------------------------|
| A. J. Ives          | £248.40 | April salary for outgoing clerk. |
| Triangle Management | £36.00  | Bin emptying.                    |
| Helen Pratt         | £347.88 | June salary.                     |
| HMRC                | £184.80 | PAYE.                            |
- 31.3 Bank Reconciliation to the 31/3/2020.**  
The Clerk presented a bank reconciliation for the end of the financial year (31/3/2020) showing a total balance of £45,673.82.
- 31.4 Exemption from External Audit**  
BPC meets the criteria required for the council to claim exemption from external audit. It was resolved that BPC would claim this exemption and Cllr. House will sign the certificate.
- 32. Round Table Comments.**
- 32.1** Concern was raised that Cllr. Wyatt cannot attend the virtual meetings. It is understood that Cllr. Wale has issues with email.
- 33.** The meeting concluded at 8.45pm.  
**Date of Next meeting: Tuesday 7<sup>th</sup> July 2020 at 7.30pm.**