

**Minutes of a Meeting of Bradfield Parish Council held on  
Tuesday 4<sup>th</sup> January 2022 at 7.30pm in Bradfield Village Hall.**

**Present:** Cllr. A. House (Chairman)  
Cllr. R. Balsdon  
Cllr. K. Dearing  
Cllr. S. O'Reilly  
Cllr. T. Wale  
Cllr. R. Wyatt  
Mrs. H. Pratt (Clerk)

**There was one member of the public in attendance.**

**119. Apologies.**

There were apologies of absence from Cllr. Ashbrook, Cllr. Henwood, Cllr. Isherwood and District Cllr. MacKinnon.

**120. Declarations of Interest.**

There were no declarations of interest in any agenda items, but it was acknowledged that Cllr. Dearing and Cllr. Balsdon are on the May Fayre Committee.

**121. Public Forum.**

**121.1 Presentation of the Perpetual Shield for 2021.**

Judging of the Christmas lights throughout the parish took place after the weekend and before Christmas. The judge was thanked for taking time out of a busy schedule to undertake the task. There were over 150 properties with lights "illuminated" on the night of judging.

First place and the Perpetual Shield for 2021 was awarded to Hollywell Cottage.

Second place was awarded to the Harris Family at Cripps Farm who raised just under £1,700 for Cancer Research.

**122. Minutes of meeting held on Tuesday 7<sup>th</sup> December 2021.**

It was resolved that the minutes of the meeting of BPC held on Tuesday 7<sup>th</sup> December 2021 were an accurate reflection of the meeting and they were signed by Cllr. House.

**123. Matters arising from the minutes.**

**123.1 Tree Preservation Orders (TPOs).**

It was agreed that TPOs would be discussed at this meeting, however, this has been delayed until the February meeting.

**123.2 Skid Warning Signs.**

A new skid warning sign has now been installed between Cripps Farm and Hungerford Lane.

**124. Planning Applications**

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

**124.1.1 21/02507/OUTD – Land East of Jennets Wood, Tutts Clump.**

*Detached dwelling served by existing vehicular access.*

An amendment has been received clarifying the site lines and a tree report has been submitted.

It was noted that a TPO has been issued for the whole site. Councillors were not convinced that the amended site lines considered Jennets Close. BPC had no change to their original position of **no objection**.

**124.1.2 21/03182/HOUSE – Kiln Lodge, Hungerford Lane.**

*First floor and rear extensions, garage conversion and alterations.*

It was agreed that BPC has **no objection** to this application subject to the colour of the render blending with the surroundings and a bat survey being carried out. It was felt that the utility room window should have obscured glass.

124.1.3 **21/01158/LQN – Englefield House, Englefield.**

A premises license application has been made for one consecutive Friday, Saturday, and Sunday per year from 0830 to 2330, for plays, films, live music, recorded music, dance and anything similar. The sale of alcohol is included in the application. There is the inclusion of a late-night refreshments license from 2300 to 0500 from Friday evening until Sunday morning.

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

124.2 Planning decisions made by WBC:

124.2.1 **21/02768/FUL – St. Andrew’s Church.**

*Conversion of Church from D1 to C2 Use Class (as part of Bradfield College Campus) and associated external alterations; demolition of existing Gray School plant room; installation of subterranean fuel tank; surface water and foul drainage; removal of tree works to retained trees, removal of hedgerow and associated hard and soft landscaping works. Section 73 application to vary condition 2 (approved plans) of approved application 20/01307/FUL.*

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

124.2.2 **21/02771/LBC2 – St. Andrew’s Church.**

*Section 19 – Remove/vary conditions 2 ‘approved plans’, 3 ‘parapets’, 4 ‘materials’, 9 ‘no works to belfry’ and 12 ‘lighting contour map’ of approved application 20/01308/LBC2: Works associated with the conversion of the Church comprising internal and external alterations and building fabric repairs’ removal, relocation and adaption of internal fixtures; partial demolition of south transept south façade and existing Gray School plant room; erection of link building to Gray School and new plant room; complete reroofing, works to basement, installation of staircase within south transept, raised floor, mezzanines, spiral staircase, internal access ramp, tiered seating, glazed screens within arches, wall panelling, bookcases, ventilation, heating and lighting, WCs, reception and refreshment counters and acoustic rafts; repairs to boundary walls and railings, replacement of southern boundary wall, new fencing and associated hard and soft landscaping works.*

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

124.2.3 **21/02643/HOUSE – Frogmore Farm, Back Lane.**

*Removal of porch in south elevation and replacement with double doors; new porch and door in north elevation; new door and window arrangement in east elevation and internal changes.*

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

124.3 Proposals for The Old Pumping Station, Bishops Road/Cock Lane.

Pencil drawings of a detached house and a covering letter have been received from the new owners of The Old Pumping Station for the site.

BPC will acknowledge the information, but only comment on the application when consulted by WBC on a formal planning application.

124.4 Enforcement – Boot Farm.

Observations have been made that a dwelling at the Boot Farm site has been named Clump Cottage, which has caused some confusion because Redwoods was originally called Clump Cottage.

The mobile homes/caravans at Boot Farm need to be removed.

125. **District Councillors Report.**

There was no report from District Cllr. MacKinnon.

126. **To consider setting aside a sum of money to support the Bradfield May Fayre.**  
 The Bradfield May Fayre is very important to the Parish of Bradfield, supporting local groups, charities and organisations with financial assistance. Due to Covid, the Fayre has not been held for two years, as a result their financial reserves are run down. With the risk of further disruption due to Covid, it was resolved that BPC would underwrite up to £5,000 in setup costs for the 2022 May Fayre should it need to be cancelled specifically due to a Covid related government restriction.
127. **Budget.**  
 The Clerk circulated a revised budget for FY22/23 based on the discussions at the December BPC meeting. The budget shows an expenditure of £25,916. The budget was unanimously approved. There was a discussion about funds being ring fenced for the Village Hall, whether for refurbishment of the existing hall or a new hall. It was agreed to initially ring fence £500.
128. **To set the Precept.**  
 To support the budget, it was unanimously agreed to increase the precept from £19,000 to £19,500 for FY 22/23.
129. **Delegation of Powers to the Clerk.**  
 Given the high levels of the omicron variant of Covid in the country, there was a discussion about reverting to virtual meetings. BPC resolved that in response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such a decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members using a virtual meeting. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first face to face meeting of the council after the council meeting at which the delegation was put in place.
130. **Platinum Jubilee.**  
 The Jubilee working group will be meeting shortly. Bradfield Primary School has been consulted on commemorative items for pupils and have said they would prefer a medal/coin. It was agreed that the Clerk would order 300 medals/coins.
131. **Finance.**
- 131.1 **Bank Reconciliation to the 4/1/2022.**  
 The finance report showed a balance of £8,134.61 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 3/12/2021 with a balance of £9,403.87. The business account statement showed a balance of £44,118.44 on the 26/11/2021.
- 131.2 **List of payments since the last meeting.**  
 The following payments have been made since the last meeting:
- |                                     |         |
|-------------------------------------|---------|
| Salaries and expenses to 31/12/2021 | £620.38 |
| West Berkshire Foodbank (S137)      | £250.00 |
- Payments of the Clerk's salary and Chairman's allowance for January 2022 were approved.
132. **Round table comments.**
- 132.1 **Accident on Southend Road.**

In the early hours of the morning a vehicle travelling from the west drove into cars parked outside of the flats on Southend Road. The resulting damage implied that the speed was well in excess of the 30mph speed limit.

132.2 Youth Shelter.

Once the field dries out, Cllr. Wyatt will remove the remainder of the youth shelter.

132.3 Blossom into Spring Cherry Trees.

The three trees were delivered at 1.45pm and with assistance from the Cricket Club were planted in the group by 4pm at the junction of Heath Road and New Way. Sadly within 48 hours, one of the trees had been snapped. Local residents, appalled at the behaviour have taped the tree up in the hope that it will survive. WBC have indicated that a replacement tree is available.

132.4 Footway from Cripps Farm to Hungerford Lane.

The grass verge needs to be cut back from the footway between Cripps Farm and Hungerford Lane.

132.5 Pothole on Southend Road.

It was noted that the pothole opposite Ridgeway, Southend Road has been filled.

133. The meeting concluded at 9.00pm.

**Date of Next meeting: Tuesday 1<sup>st</sup> February 2022 at 7.30pm (Zoom).**