

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

**Tuesday 6<sup>th</sup> April 2021 at 7.30pm.**

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

**Four members of the public was in attendance.**

155. **Apologies.**

Apologies of absence were received from District Cllr. MacKinnon.

156. **Declarations of Interest.**

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

157. **Public Forum.**

157.1 **Village Hall – Christine Evans.**

A considerable amount of invisible work is currently being done.

The pandemic has affected progress since planning permission was gained, but there has been significant support for the project. A successful bid was made for a WBC CIL grant which required the committee to prove that they had already raised the equivalent amount of money. These funds have enabled an architect to be appointed to produce working drawings and technical details. Considerable effort will be put into reducing the estimated cost of the new hall.

Quotations have been received for the rest of the project for architect's and consultant's fees. If all goes well, tenders will be able to go out by the end of the 2021.

Work is continuing to go on to raise funds from grant bodies, local individuals and companies; the committee is confident it will be able to achieve the target. Since planning permission was granted, funds of £562,000 have been raised, which is 30% of the cost of Phase 1 (the hall and car park). Funding bodies want evidence that amounts of money have been raised locally, two bodies will not accept applications until 50% of the total required has been raised. The PC were asked to vocalise their wholehearted support and encourage people to give to the project.

The Committee has been hugely encouraged by the number of local people (often users of the hall) and clubs (and their members) who have contributed to the project. Contributors are too many to be counted.

Greenham Trust have been immensely helpful and advised the committee of what they needed to do in order to gain support. Greenham Trust then selected the project for their Double Match Day event in December, when people walked round the circumference of the new development 1,112 times (it was the 11<sup>th</sup> December). This raised over £7,500.

Greenham Trust have now committed to match every pound raised, up to £100,000.

Grants have also been obtained from Englefield Trust, Peter Baker Trust and Sovereign Housing Association.

If sufficient funds are obtained, the hope is to physically start the project in the Summer of 2022.

Cllr. Ashbrook questioned the funds raised and the estimated cost of the project. In addition, he asked who would ultimately be responsible for the costs.

The Village Hall has raised sufficient funds for the detailed plans to be drawn up and to go to tender; no funds have been committed which have not been raised.

It was requested that the Village Hall committee clarify the financial situation.

158. **Minutes of the meeting held on Tuesday 2<sup>nd</sup> March 2021.**

It was resolved that the minutes of the meeting of BPC held on Tuesday 2<sup>nd</sup> March 2021 were a true record of the meeting and they will be signed by the Chairman.

158.1 **Matters arising from the minutes – for information only:**

158.1.1 **Bonfire Letters** – There has been no update from WBC.

158.1.2 **Height Barrier notice** – Cllr. Henwood has installed the signage.

158.1.3 **Mobile Phone Coverage** – Action and advice are awaited from District Cllr. MacKinnon.

158.1.4 **Fox Fencing** – Fencing has been erected where the ash tree which was felled adjacent to the Cricket field.

158.1.5 **Planning Appeal for Heath Farm Cottage, Southend Road** - BPC submitted additional comments to the Planning Inspector on planning application 20/01762/FUL for Heath Farm Cottage, Southend Road.

158.1.6 **Trees at Riverside Cottages** – The tree stumps have now been ground out.

159. **Planning Applications**

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

159.1.1 **21/00548/HOUSE – Redwoods, The Avenue (Adjacent Parish).**

*Conversion of existing, detached double garage (with room over) into ancillary annexe accommodation with the addition of a lean-to cycle/storage shed.*

It was agreed that BPC has **no objection** to this application subject to a condition that it cannot be let or used independently from Redwoods.

159.2 **Councillors were advised of the following applications which BPC has not yet been consulted on:**

159.2.1 **21/00748/COND2 – Speedwell, Scratchface Lane.**

*Application for approval of details reserved by condition (3) Detailing parts A and B of approved application 20/01486/FULD: Demolition of existing property, garage and outbuilding and erection of a new dwelling and carport.*

159.2.2 **21/00763/AGRIC – Frogmore Farm, Back Lane, Bradfield.**

*Application to determine if prior approval is required for a proposed: Agricultural general-purpose building.*

159.2.3 **21/00542/COND1 – Pockocks Cottage, Mariners Lane.**

*Application for approval of details reserved by condition (7) 'manure storage/removal details' and (9) 'external lighting' of previous application 20/02192/FUL: Replacement stable block enlarging equestrian facility from 2 to 6 horses.*

159.3 **Planning decisions taken by WBC:**

159.3.1 **20/03044/HOUSE – The Firs, Bishops Road, Tutts Clump.**

*Replacement outbuilding to the side of the dwelling comprising garage workshop and studio with embedded solar tiles to west elevation roof pitch.*

BPC had **no objection** to this application, which with amendments was **approved** by WBC with a condition regarding use as requested by BPC.

159.4 **Planning appeals.**

159.4.1 **19/03193/FUL – McVeigh Parker**

*Retrospective in part. Change of use of land and extension to existing storage and distribution yard for agricultural and fencing equipment.*

BPC had **no objection** to this application, which was **refused** by WBC, but has now been **approved** on appeal. A number of conditions have been included in the approval.

159.5 Planning enforcement matters:

159.5.1 **Applecroft** – The retrospective planning application for the garage doors was refused. The situation continues to be monitored.

159.5.2 **Boot Farm** – The house and barn construction continue to be monitored.

159.5.3 **Cray Cottage** – The construction is very ornate in relation to the approved planning application.

159.5.4 **Elmwood Building** – Determination of application 21/00409/PACOU is awaited.

159.5.5 **Hewins Wood Farm** – The installation and use of storage containers, and the advertising hoardings at the entrance have been reported to WBC enforcement.

159.5.6 **46 Southend Road** – It now appears that the structure next to the dwelling is full living accommodation, including insulated walls, floor and ceiling. It is understood that Sovereign Housing Association have given permission, subject to any necessary planning permission/building control being obtained. WBC enforcement have been advised of the situation.

159.5.7 **Travellers Rest, Hungerford Lane** – The WBC enforcement team has been advised of the issues with the construction of the garage/car port, the construction of the shed and possible encroachment on to the highway.

159.5.8 **Pumping Station** – A planning application is expected for the site of the pumping station.

159.5.9 **Speedwell, Scratchface Lane** – Concern has been raised that demolition was started and completed prior to the application 21/00130/COND1 being approved.

159.5.10 **Stretton close Development** – Parking of contractor vehicles on Stretton Close in March contrary to planning approval. Work has now stopped at the site.

159.6 Settlement Boundary Review.

No objections were raised to the proposed settlement boundary changes around Bradfield. The following comments were made about the proposed settlement boundary around Bradfield Southend: the land to the north of Southend Road (BRAD5) should be outside of the settlement boundary; the land which has outline planning permission (17/03411/OUTMAJ) to the north of Stretton Close (HSA22) needs to be squared off (currently the NW corner of the field is excluded); the existing settlement boundary should be maintained at the rear of the gardens on the SW side of Heath Road; the gardens of the properties on The Laffords should be included within the settlement boundary (the gardens reach footpath). The Clerk will submit these comments to WBC.

160. Highways Matters.

160.1 Speeding issues in the parish.

There has been a great deal of communication about speeding. Correspondence from the Neighbourhood Action Group suggested that the battery on the WBC SID was flat, when it is understood to be operating in ghost mode. There is a new emphasis on speeding on Southend Road near Stretton Close due to a report of property vibration.

It is understood that TVP are setting up a Community Speedwatch scheme which will enable the use of handheld speed guns by volunteers.

160.2 Flooding.

Cllr. House reported that he has met with Stuart Clark (WBC) and looked at the Cock Lane/Bishop's Road junction; it is proposed to excavate an open ditch where there was one previously.

At the location of the flooding on Buscot Hill a ditch will be cut into the verge to take the water to the stream. It was noted that the existing drainage pipework does not appear to be doing anything.

The blocked drains outside numbers 3 and 4 Southend Road will be looked at again.

The kerb heights on the south side of Southend Road, opposite numbers 3 and 4 Southend Road will also be raised slightly to reduce the risk of water running onto drives.

160.3 Road Closures.

160.3.1 **Buscot Hill** – The Clerk wrote to WBC about the closure and included a request for a mirror at the junction of Southend Road and Buscot Hill. A site visit was undertaken, and it was understood that WBC could see the potential benefit of a mirror.

Concern was raised by several councillors about the deep potholes, particularly in the passing points on Back Lane and Mariners Lane, some of which have been reported to WBC with no subsequent action. It was requested that they be filled with scalplings.

Concern was also raised about the inability for lorries going to McVeigh Parker to pass other vehicles on Union Road between Waylands and the junction with Common Hill.

160.3.2 **The Avenue** – The Avenue will be closed between the Beenham turn and Hungerford Lane on the 8<sup>th</sup> April.

161. Environment.

161.1 Defibrillator in Tutts Clump.

Once a specification for the defibrillator is obtained a quote for installation can be confirmed.

161.2 Benches around the Parish and along the River.

The Clerk will circulate the details of the benches being ordered.

161.3 Recycling of Plastics.

Plastics which are not recyclable at the kerbside (with the exception of black meat trays), can now be taken to the recycling banks at Padworth tip or Waitrose in Thatcham for recycling.

162. Annual Parish Assembly – Tuesday 20<sup>th</sup> April 2021.

An advert for the assembly has been submitted to the April edition of NewsLink and advertised on the noticeboards.

163. Report from District Cllr. Ross MacKinnon.

District Cllr. MacKinnon circulated his report prior to the meeting.

164. Correspondence.

164.1 CCB Climate Change

Councillors were reminded to submit three questions about climate change to the clerk. It was suggested that electric vehicle charging points on all properties should be mandatory.

164.2 Updates from HALC regarding Council meetings and requirements.

Virtual meetings are no longer legal from the 7<sup>th</sup> May 2021. The LGA has challenged this ruling and we await the outcome.

164.3 Covid-19 pandemic response letter and certificates.

The letter and certificates have been forwarded to the Community Shop, the School and over 40 volunteers.

164.4 Voluntary and Community Sector Support Organisation (VCSSO) for West Berks

Details of what this is and how it is proposed to work have been circulated.

164.5 Dog Bins – Mapping and stickers.

WBC has distributed a map showing where the dog bins are which their contractor empties. These bins will have new labels put on them. It was requested that additional labels be obtained for the bins which are emptied by Triangle Management.

164.6 Hedge cutting.

It was noted that the hedge of the property to the east of the junction of Heath Road and Cock Lane needs to be cut back; the Clerk will write to the residents.

165. **Reports from meetings attended on behalf of the Council.**

165.1 **District Parish Conference – 11<sup>th</sup> March (AH/HP).**

Cllr. House commented that the virtual District Parish Conference was one of the best he had attended. There were presentations giving an overview of WBC, the COVID situation locally, the Local Climate Action Plan, Planning enforcement and Public Rights of Way.

Planning enforcement allocates one of three priorities to cases raised with them, requiring a response of 1, 5 or 7 days. The priority and any action taken will be dependent upon the degree of harm which the breach will cause. There is to be a third enforcement officer appointed.

Any public footpaths which are not shown on the definitive rights of way map need to be registered by 2024. There was a discussion about the footpaths around Rushall Farm and the Black Barn; some of these may be permitted footpaths. Cllr. House will talk to John Bishop.

165.2 **Parish Online Training (AH/HP).**

Parish Online is a chargeable mapping service. Cllr. House and the Clerk attended a days virtual training on the product as a result of the BALC AGM. The training covered an introduction, subscriptions, how the product can be used by local councils including recording of asset registers, data sharing and data layers. The subscription cost for Bradfield would be £112 per year. The cost of the service for local councils is subsidised by commercial customers.

It was agreed that the Clerk would take up a months free trial of the product with a view to buying into the service.

166. **Finances**

166.1 **Bank Reconciliation to the 31/3/2021.**

The finance report showed a balance of £2712.15 in the Treasurers account once all cheques and lodgements have cleared. For the financial year the total expenditure was £20,431.04 and receipts of £21,573.54. Given that both of these figures are under £25,000 BPC can consider claiming exemption from external audit.

The finance report showed a reconciliation to the current account bank statement dated the 3/3/2021 with a balance of £5,862.88. The business account had a balance of £44,115.50 on the 26/3/2021.

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

The following cheques have written since the last meeting:

Autela Payroll	£44.16
HMRC	£253.40
Mrs H M Pratt	£347.68
Mr A J House	£400.00
Bucklebury PC (Zoom license & CiLCA intro)	£94.28
Helen Pratt (Postal reimbursements)	£15.72
Fox Fencing (Village field fencing)	£456.00
West Berkshire District Council (dog bin emptying)	£205.61
Standby Group (Replacement cheque)	£500.00

166.3 **Grant Applications.**

It was agreed to make a grant of £500 to Bradfield Cricket Club for picnic benches.

167. **Round table comments.**

167.1 **Structures at the Queen's Head.**

Railway sleeper plant beds have been built around the front boundary of the Queen's Head which go out to Cock Lane at the corner. These are high enough to restrict the visibility of vehicles coming out of Cock Lane. The pavement around the corner from Southend Road into Cock Lane is now obstructed. This was seen as unacceptable, Cllr. Ashbrook will speak to the Landlord.

167.2 Satellite Navigation Systems.

Satellite navigation systems use Admoor Lane to get from Bradfield Southend to the A4, this includes large vehicles which often get stuck. It was suggested that a weight limit on Admoor Lane might prevent this situation from occurring.

168. The meeting concluded at 9.55pm.

**Annual Parish Assembly: Tuesday 20<sup>th</sup> April 2021 at 7.30pm (Zoom)**

**Date of Next meeting: Tuesday 4<sup>th</sup> May 2021 at 7.30pm (Zoom).**