

Minutes of the annual parish council meeting held on

Tuesday 13th May 2025 from 7pm at

**Bradley Village Hall, Church Lane, Bradley ST18 9DY**

**Attendees**

Cllr P Oxley (Chair) Cllr M Rossi (Vice Chair) Cllr M Newman Cllr T Luck

Cllr L Phillips

Clerk – Nikola Evans Cllr J Rose – SBC[[1]](#footnote-1) & SCC[[2]](#footnote-2) 1 x MOP[[3]](#footnote-3)

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| **1** | **Election of new Chairman of Bradley Parish Council 2025-26**1. Newly elected chairman to sign the declaration of office to Chairman. LGA 1972 s83(4)(a)
 |
|  | Councillor Paul Oxley – Elected and signed the declaration of acceptance of office in the presence of the proper officer, |
| **2** | **Election of Vice Chairman**  |
|  | Councillor Martin Rossi - Elected |
| **3** | **Declaration of Interests: Councillors should declare any personal or pecuniary interests related to agenda items.**1. Dispensations granted (only relevant if any declarations have been given)
 |
|  | Cllr M Newman & Cllr L Phillips declared and interest in item 14, dispensations granted. |
| **4** | **To receive Apologies**  |
|  | None received, Cllr Yarwood and Cllr Turner did not attend. |
| **5** | **Minutes of the last meeting – 11th March 2025** |
|  | Approved as a true record by all that attended |
| **6** | **To adjourn parish council meeting to allow for public participation -** *Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting a maximum of 20 minutes.* |
|  | MOP asked if they could comment on agenda items after the meeting was closed to the public. Clerk advised only at the discretion of the chair. |
| **7** | **To receive reports from Stafford Borough Councillor and Staffordshire County Councillor** |
|  | Cllr J Rose commented on the following:* Following the county council elections Cllr J Rose will be our new county council representative. He confirmed the cabinet leader will be Cllr Ian Cooper, rest of the cabinet to be decided at the first meeting on 22nd May 2025.

Cllr Rose advised to report any issues to him, and he will be happy to help where he can. |
| **8** | **Resume parish council meeting.** Members of the public (MOP) are no longer able to contribute without the permission of the Chairman. |
|  | 19:13pm |
| **9** | **To consider a nomination for the position of trustee on The Bradley Trust.**  |
|  | Nominated Cllr Paul Oxley, he will take his seat in October.  |
| **10** | **To review the following policies**1. Standing Orders – LGA 1972, s135
2. Financial Regulations – LGA 1972, s151
3. Asset Register – Accounts and Audit Regulations 2015
4. Risk Assessment for the Parish council and its functions. (Internal Control) – Accounts and Audit Regulations 2015
5. Scheme of delegation – LGA 1972, s101
 | 1. Grievance Policy
2. Disciplinary Policy
3. Procedures and practices in respect of its obligations under freedom of information
4. Procedures and practices in respect of its obligations under Data protection
5. Social media Policy
 |
|  | All above policies circulated and adopted |
| **11** | **Finance – RFO** 1. Payment approval

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|  | 1. Budget summary
2. Bank reconciliation
3. Circulation and approval of end of year bank reconciliation 2024/25
4. Circulation and receipt of Internal Audit 2024/25
 | 1. Approval of Annual Governance Statement 2024/25
2. Approve Accounting Statements 2024/25
3. Approve Certificate of Exemption 2024/25
4. Approved to accept Zurich Insurance @ £300 – clerk to action.
 |
|  | Items 11 b – h, all circulated and approved. |
| **12** | **Consideration of new planning applications**1. 25/40369/FUL - Eaton Brook Farm Woollaston Lane Church Eaton - substitution of approval 23/38259/FUL for replacement dwelling including replacement double garage and details previously reserved by condition (self-build).
 |
|  | Cllr L Phillips will produce a report for the rest of the council. Council to advise clerk if there are any objections, deadline to submit is 02.06.25 |
| **13** | **Matters arising from previous minutes** |
|  | 1. Affordable Rural Housing needs survey, update

Pushed back until July to allow time for survey and marketing to be produced, clerk to organise pre-marketing which will be beneficial to make locals aware of the purpose of the housing needs survey and to dispel any myths |
|  | 1. Wells Lane Hedge, update

Some work has been completed, however unable to remove much of the debris until nesting season is over, contractor will revisit in November. |
|  | 1. Protruding Wall, Mitton Lane, update

A letter has been sent to the landowner, no response. Another letter will be sent, following that the highways enforcement will need to seek permission to fund for legal action to be taken.  |
|  | 1. Rights of Way (ROW) Stiles and maintenance, update

Encourage residents and council members to report issues, with locations and pictures, to enable the clerk to seek quotation from contractors. Cllr Rose will do some investigating and advise. |
| **14** | **To consider grant application received from The Beautiful Bradley Group.** |
|  | Resolved to amend proposal to “£250 to be awarded if the planters are not donated by a local company” **- APPROVED** |
| **15** | **To receive reports on any new footpath, village maintenance or highways issues.** |
|  | None reported |
| **16** | **To consider proposals put forward from the Beautiful Bradley Group off their Community Plan**  |
|  | No proposals submitted |
| **17** | **Councillor Information -** Cllrs are invited to give reports on parish issues which do not require a resolution. |
|  | None  |
| **18** | **Items for next agenda** |
|  | None submitted |
| **19** | **To agree date of next meeting** * 8th July 2025 @ Bradley Village Hall from 7pm
 |
| **a)** | **Future meeting dates:*** 9th September 2025
* 11th November 2025
* 13th January 2026
* 10th March 2026
* 12th May 2026 – Annual Parish Council Meeting
 |
| **20** | **Meeting Closed** |
|  | 20:20pm |

1. Stafford Borough Council [↑](#footnote-ref-1)
2. Staffordshire County Council [↑](#footnote-ref-2)
3. Members of the public [↑](#footnote-ref-3)