



Bradley Parish Council

MINUTES 15th September 2026

In attendance:

Cllrs Anna Thomasson; Malcolm Newman; Luke Phillips; Paul Oxley; Robert Turner; Stuart Ellison

Also in attendance:

1 member of the public

Parish Clerk (interim)

1	Declaration of Interests on agenda items and any dispensations granted None
2	To receive Apologies Matt Yarwood
3	Welcome New Councillors Cllrs Ellison and Thomasson were welcomed, signed their acceptances of office and submitted their declarations of interest
4	Minutes of the last meeting – Annual Parish Council Meeting 14th July 2026 RESOLVED: That the minutes are approved as a true record of the meeting
5	To adjourn parish council meeting to allow for public participation
6	Public participation Motion: <ul style="list-style-type: none">a) The resident [name submitted] sought that the council considers taking a leading role promoting climate change and sustainability practices, for example seeking that the Bradley Trust is engaged to adopt more sustainable farming practices.b) To receive Stafford Borough Councillor report – not availablec) To receive Staffordshire County Councillor report – not available
7	To close the meeting to members of the public and continue with parish council business
8	Consideration of new planning applications None
9	Finance Motion: <ul style="list-style-type: none">a) To approve signatories and payment mechanism for the bank RESOLVED: That Cllrs Paul Oxley, Luke Phillips and Stuart Ellison are approved as signatories for the bank account.b) Approve back pay for previous clerk RESOLVED: That the back pay to the value of is approved as £33.98, subject to the normal payroll/PAYE calculation

	Noting that the interim clerk does not have banking access as yet and awaits confirmation from NatWest/previous clerk.
10	<p>Defibrillators</p> <p>RESOLVED: Clerk to write to the Bradley Trust to express commitment to continued financial support for revenue costs associated with maintenance and consumables for the defibrillators and to seek clarity that the trust is the asset owner for the defibs.</p> <p>Agreed: that clarity would be sought from the community volunteer who has taken on the regular checks that this is for both installations (Cllr Ellison)</p>
11	<p>Deferred from extraordinary meeting on 25th June 2026. - Establishment of a Staffing Committee</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. Standing Staffing Committee meets annually and as required (eg recruitment and staffing issues) ii. Standing Staffing Committee consists of Cllrs Ellison, Newman and Yarwood iii. Terms of Reference to be reviewed and confirmed at the next meeting iv. Appraisals to be implemented annually for the incumbent clerk v. Line management in principle to be delivered by the Chair of the council in consultation with the deputy chair
12	<p>Reports</p> <ul style="list-style-type: none"> i. Clerks report – the clerk clarified that they are seeking to understand the setting. ii. Councillor's Community Plan <p>Enforcement issues – building of a pillar on the highway; burning or restricted materials – to be chased with enforcement.</p>
13	<p>Appointment of Clerk and an Interim Clerk</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That P Turner is appointed as interim clerk on the contract circulated, through direct employment and implementing payroll services. ii. That recruitment of a new clerk will commence – clerk to draft
14	<p>Mobile Masts</p> <p>Site identified, but not confirmed.</p> <p>Bradely Parish Council to consider delivering a public meeting to explain the consultation process, results and conclusions</p> <p>Atlas to be invited to explain the proposed installation</p>
15	<p>Tommy Statues</p> <p>RESOLVED: 2 Tommy's to be ordered; 10 large poppies to be ordered</p> <p>(RISK – ACCESS TO BANK ACCOUNT NOT CONFIRMED)</p>
16	<p>Local Housing</p> <p>Noted that need identified for affordable housing but no site identified.</p>

17	Enforcement Issues As 12.ii
18	Dog Poo Bag Dispensers & Noticeboards Cllr Ellison offered to maintain the dog poo bag installations and council noticeboard.
19	Member Items Raised for consideration <ul style="list-style-type: none"> i. Document storage capability to be established to enable councillor access. ii. Council email addresses required for new councillors iii. Footpaths – development of working parties to improve footpath access. Cllr Ellison to walk some paths and record issues to be addressed and to contact Severn Trent to seek reinstatement following local works
20	Next meeting Date <ul style="list-style-type: none"> • 10th November 2026
21	Items for next agenda As above
22	Future meeting dates <ul style="list-style-type: none"> • 12th January 2027 • 9th March 2027 • 11th May 2027 – Annual Parish Council Meeting • Annual Parish Meeting - Between 1st March – 1st June 2027 Date TBC.
23	Meeting Closed 8.36pm



Bradley Parish Council

Minutes of the meeting of Bradley Parish Council held 14th July 2026

Present: Chairman Cllr Oxley, Cllr Phillips (minutes recorder), Cllr Yarwood, Cllr Turner, Cllr Rossi

In addition the two applicants for vacant councillor roles, Anna Thomasson and Stuart Ellison were present.

Apologies: Cllr Newman

PCC agreed to accept minutes of previous PCC meeting

[Note: The exceptional meeting didn't take place in the end (inquorate) and meeting was no longer required]

The chairman invited the councillor applicants to provide a brief self-introduction to the council, and each councillor did likewise.

New Councillors

It was agreed that Cllrs Oxley, Newman and Yarwood would form a temporary committee to handle the process of considering and co-opting the applicant councillors.

Questions from the Public

None

Planning

No new applications that we are aware of. It was agreed that we need to find/check/update the planning rota but no record of who agreed to do this is available.

Finance

The finance breakdown/summary was approved by the Council. It was noted that the bank account(s) require the addition of a second signatory after Cllr Luck resigned.

It was noted that we have again underspent meaning our reserves are increasing (not generally encouraged).

Defibs

Note: From previous correspondence from departing clerk the view was that the council contributes to the defibs but doesn't have responsibility for them, so it was noted that Cllr Newman may be able to assist in determining who is responsible for them or finding an individual who will take on the responsibility.

The council approved a payment of £250 to Gnosall First Responders (GFR) for their first successful defib session at the Village Hall.

The council agreed that Cllr Phillips should organise a second defib session and to make an additional donation to GFR in due course. Cllr Phillips commented that an outcome from the first session was that the ongoing suitability/modernity of the cases should be considered (and if any changes were required that the Council consider funding this). However it was agreed that this be postponed until a new caretaker for the defibs has been found.

Establishment of Staffing Committee

The Council agreed to establish a staffing committee comprising Cllr Phillips (Chairman), Cllr Newman and Cllr Yarwood. Required a finalised set of Terms of Reference.

The Council agreed that the Chairman should become the designated Line Manager for the next incoming clerk, the purpose of this being to facilitate the smooth-running of the council for day-to-day business with the clerk which does not require a full council decision.

The council discussed the need to tweak the advert, person/job description and contract as required; it was agreed that Paul and Luke would do this.

Adoption of Policies

The Council agreed to adopt the policies detailed in the agenda.

Mobile Phone Masts

The Council awaits a report back from Cllr Newman at the next meeting, by which time Cllr Newman will have had further discussions with Atlas (mast/infrastructure provider)

Tommy Statues

Cllr Rossi noted that although the Council agreed to joint fund these with The Bradley Trust (£350 = £175 each), this has not been actioned and needs to be. Cllr Rossi provided information on where to purchase them (TBC)

Reintroduction of "Any Other Business" section of agenda

The Council agreed that this should be reintroduced

Local Housing

Cllr Turner reported that The Bradley Trust have rejected the allotments as a potential site for new local housing, and expressed his disappointment with the outcome. Cllr Turner will continue to liaise with Rural Housing, noting that the Almshouse housing took 20 years to bring to fruition. He requires no further input from the PCC at this point.

Enforcement Issues

Finney's pillar on Mitton Road has still not been removed/resolved

Dog Poo Dispensers

Cllr Rossi noted that these need regular maintenance/restocking which he will no longer do (being resigned from the Council). The Council subsequently requires a member to take this on.

Noticeboards

Similarly, it was noted that a new member will need to maintain the noticeboards, including posting PCC items as and when required.

Locum Clerk

The council agreed that Paul should continue to pursue a Locum Clerk during the recruitment process for a new permanent clerk.

Clerk Advert and Job Description

(See Establishment of Staffing Committee)

Next Meeting

15th September 2026