BRADWELL PARISH COUNCIL

Minutes of the Amenities Committee 26th August 2026
Gallery Room Memorial Hall Bradwell 1930pm

Attendance

Cllr Salvage, Cllr Granger, Cllr Salisbury, Cllr Downing, Cllr Cornish

Vanessa Ball (Clerk)

Public Participation

One member of the public

AC - 01/2026 Apologies for Absence

Apologies from Cllr Harrison

AC- 02/2026 To accept the minutes of the Amenities Committee of 14th May 2025

These minutes were accepted as a true record.

AC- 03/2026 Matters Arising from the minutes of the last Amenities Committee not on the agenda

The following matters arising were discussed:
The terms of reference have been edited, Cllr Salvage to send to the clerk for upload to the website
The plans for a carpark on Gore Lane were discussed, however committee decided it would be a good idea to delay these for now, especially with the Peak Cluster Pipeline in discussion, the committee were unsure that Breedon would agree to the plans.

AC- 04/2026 Review and update the contract for Soft Water Lane Carpark resolve how to proceed.

The Clerk reported that a tenant at Soft Water Lane had given notice on their allocated parking space but had subsequently informed another resident that they could take over the space. The Clerk advised the resident that this was not allowed,

as the car park operates on a waiting-list system to ensure fairness and transparency for all applicants.
Upon reviewing the existing Car Parking Space Licence Agreement, the Clerk noted that the document did not contain an explicit clause regarding non-transferability of licences. To avoid future ambiguity, she recommended that the agreement be updated to include a clear statement confirming that spaces cannot be transferred, assigned, or passed on to third parties. The Committee agreed with this recommendation and accepted the proposed amendments to the contract.

The Committee then discussed the annual licence fee and whether an increase should be considered. It was agreed that the fee should remain unchanged, recognising that the car park is a valued village amenity and that the current rate is appropriate.

AC- 05/2026 Consider the plans for an 'extension on Brook Café and resole how to proceed

The current tenant of Brook Café attended the committee meeting to take part in the discussion about a possible café extension. She presented pictures showing ideas for a conservatory-style design. It was also suggested that solar panels could be installed on the roof.

The proposed extension would be approximately 7–8 feet and would run alongside the building where the service corridor is located, without blocking the entrance. Planning permission may be required. It was agreed that no plans could be decided until Peak Park had been consulted, and Cllr Granger said she would contact them.

It was also agreed that the footprint plans would need to be checked to confirm whether an extension could be built, due to the Severn Trent water pump station on site.
The clerk advised that, because public money would be spent, there would need to be a strong justification that the project would provide a community asset.
The committee also agreed that the rent would need to be increased to help recoup the costs of the project.

AC- 06/2026 Present the new signs for implementation on the playing fields

Cllr Salvage presented the new signs he had designed for the entrances to both playing fields. The proposed signs would measure 700 × 700 mm and include all relevant Public Spaces Protection Order (PSPO) information.
The committee agreed that two signs should be installed at the entrances to each park.
It was also agreed that a private parking sign should be installed on the carpark to prevent unauthorised vehicles entering.

The clerk would speak with Networks about getting the signs made.

AC- 07/2026 Consider a new village map for Town Bottom and resolve how to proceed

This was discussed and it was suggested that a simple OS map should be installed, this was because whilst an artist's depiction would be nice, if anything altered or needed updating then the map would have to be redone. The map was a useful commodity and was regularly looked at. Cllr Downing to come up with some ideas to present back to committee

08/2026- Consider changing the locks on the stores at Town Bottom

Committee agreed that too many people had keys and access to the store, and after items had disappeared it was agreed that the locks should be changed and a list of who had the keys should be compiled of who had a copy.

09/2026- Discuss and decide on remedial repairs required to safety matting on both playing fields

The committee discussed the condition of the safety matting across both playing fields. The matting beneath the basket swing has worn away and requires repair, and several other areas in both parks also need replacement matting.
It was agreed that this work should be treated as an important safety matter. The clerk will obtain quotes for the required repairs and replacement matting.

10/2026- Propose the installation of a new roundabout on Beggars Plot

The committee discussed a recent incident involving the roundabout, in which a child was injured while using the equipment. Committee Members considered whether the roundabout should be removed, replaced, or modified.
It was agreed that no modifications should be made, as doing so could invalidate British Safety Standards. The council agreed that the clerk should seek advice from the playground inspector before any further decision is made.

The clerk reported that one of the cross trainers on Town Bottom had a damaged bearing and was making a loud clunking noise. As the cost of arranging a repair visit was likely to be very expensive, the committee recommended that removal of the equipment may be the more cost-effective option.

The clerk agreed to ask a tree surgeon to prune the large tree at the entrance to the park from Brook Café. She would also arrange for gardening work to be carried out at the Rose Garden and the Town Bottom car park.

11/2026 Timetable for future meetings

It was agreed that the committee should meet again in approximately 6 months.

The meeting closed at 20:37hrs