

Bradwell with Pattiswick Parish Council
Minutes of the Annual Parish Council Meeting
held on Monday 9th May 2022 at 8.00pm in Bradwell Village Hall

Present: Councillor Glenn Lockey – Vice-Chairman
Councillor John Bedford
Councillor Craig Evans
Councillor Michael Turner
Councillor Marie Webb

In attendance: Mrs Christine Marshall (Parish Clerk & Responsible Financial Officer)
County Councillor Ross Playle
District Councillor Sue Wilson (Coggeshall Ward)
Two members of the public

22/065 Welcome and apologies for absence

In the absence of the outgoing Chairman, Cllr Lockey as Vice Chairman opened the meeting and welcomed those present. **It was resolved to** accept the apologies of Cllrs Dunn and Kinder. **Proposed: Cllr Lockey, seconded Cllr Turner**

22/066 Public participation session with respect to items on the agenda for the annual parish council meeting only

No matters were raised.

22/067 Outgoing Chairman's Report

The Vice-Chairman read into the meeting the report of the outgoing Chairman as follows:

- The Parish Council has maintained the Playing Field, Village Orchard and Churchyard. Councillors cut down dead trees in the churchyard and planted new trees and bulbs in the Common Land adjacent to Cut Hedge Lane.
- The Parish Council has provided a defibrillator located at Bradwell Village Hall for use by members of the public as necessary.
- The Parish Council has worked with the Police to reduce dogging activity to the East of the Village.
- The Parish Council supported residents in their concerns to the Solar Farm in Links Road. BDC Planning Committee approved the application. The Parish Council will monitor progress to ensure planning conditions are met and look forward to receiving (promised) compensation payments for the benefit of residents.
- The Parish Council attends the Blackwater Aggregates Liaison Committee meetings and is grateful to Blackwater Aggregates for their financial support in maintaining the Playing Fields and Churchyard.
- Arrangements were made for the Dust Cart to be present outside the Village Hall in November and April. In November, the Parish Council also organised a Litter Pick.
- Following discussions with National Highways, "Village Gates" will be installed at the entrance to the Village on the A120 as part of the National Highways Safety Scheme for the A120.
- The Parish Council has supported the Village Hall Management Committee in their preparations for the Jubilee celebrations
- The Parish Council is still waiting on a decision from Braintree District Council regarding the purchase and installation of additional equipment for the Playing Field

- The Parish Council are grateful to Mrs Lynn Flatt for her work patrolling the footpaths and reporting defects.
- On behalf of the Parish Councillors, the Chairman thanks the Clerk for looking after our finances and maintaining all services throughout the year and for keeping them aware of changing legislation and how it affects parish councils.

22/068 To elect the Chairman of the Parish Council

Cllr Dunn was the only nomination, but in his absence **it was resolved to defer this item to the next meeting on 13th June for his acceptance or otherwise of the post.**

22/069 Chairman's Declaration of Office - Deferred to the meeting on 13th June.

22/070 To elect the Vice-Chairman of the Parish Council

Nominations were requested. Cllr Lockey was **proposed by Cllr Bedford, seconded by Cllr Evans, all in favour.** Cllr Lockey was duly elected as Vice-Chairman of the Parish Council for the current year.

22/071 Vice-Chairman's Declaration of Office

Cllr Lockey signed the Vice-Chairman's Declaration of Office and the Parish Clerk signed as the Proper Officer of the Council.

22/072 Declarations of Acceptance of Office

Councillors Evans, Lockey, Turner and Webb confirmed their agreement to continue in the office of Councillor and signed a Declaration of Acceptance of Office and Declaration to Observe the Code of Conduct. The Parish Clerk signed as the Proper Officer of the Council.

It was resolved that the Parish Clerk should seek the declarations of Councillors Dunn and Kinder at the meeting on 13th June.

Councillor Bedford declined to continue in the office of Councillor and resigned from that office. He will submit the appropriate letter of resignation in due course. In the meantime the Parish Clerk will commence the process for a new Councillor.

22/073 Register of Members' Interests

Councillors Lockey, Evans, Turner and Webb confirmed there were no amendments required to the Register.

It was resolved that the Parish Clerk should obtain the declaration of Registers of Interest of Councillors Dunn and Kinder at the meeting to be held on 13th June.

22/074 Consent Forms

All Member's present signed the Consent Form to receive the Council summons and Agenda electronically.

It was resolved that the Parish Clerk should seek the signatures of Councillors Dunn and Kinder at the meeting to be held on 13th June.

22/075 Bank Mandate

It was AGREED to continue with the Bank Mandate as currently in existence of any two signatories for all outgoing payments or instructions

22/076 Annual Governance and Accountability Report 2021-2022

- a. The Clerk advised the AGAR had not yet been received from the Internal Auditor. Consequently, **it was agreed** for this to be presented and signed at the meeting to be held on 13th June.
- b. The Clerk presented the end of year bank reconciliation. There were no queries.

22/077 Employment Committee

It was agreed that Cllrs Dunn, Evans and Lockey should remain as Employment Committee members. Cllr Dunn was elected Chairman of the Employment Committee. **Proposed: Cllr Turner, seconded Cllr Evans**

22/078 Committees

It was agreed that no other Committees are required to be established. If specialist groups are required these will be presented to Councillors for consideration and implementation as appropriate.

22/079 Village Hall Representative

Cllr Webb was **proposed by Cllr Lockey, seconded by Cllr Evans, all in favour.** Cllr Webb was duly elected as Village Hall Representative for the current year.

22/080 Public Footpaths' Officer

Mrs Lynn Flatt confirmed her willingness to continue as Footpaths' Officer and was **proposed by Cllr Turner, seconded by Cllr Lockey, all in favour.** Mrs Flatt was duly elected as Public Footpaths' Officer for the current year.

22/081 Playing Field Officer

Cllr Kinder was Subject to her acceptance, Cllr Kinder was duly elected as Playing Field Officer for the current year. **Proposed by Cllr Evans, seconded by Cllr Lockey, all in favour.**

22/082 Emergency Planning Co-Ordinator

Cllr Evans was **proposed by Cllr Lockey, seconded by Cllr Turner, all in favour.** Cllr Evans was duly elected to continue as Emergency Planning Co-ordinator.

22/083 External Bodies Representatives

It was agreed representatives of Bradwell with Pattiswick Parish Council at external meetings and events should remain unchanged.:

- a. Rural Community Council – Cllr Dunn
- b. Braintree Association of Local Councils – Cllr Lockey
- c. Integrated Waste Management Site Liaison Group – Cllr Dunn
- d. Bradwell Quarry Liaison Committee – Cllrs Dunn and Turner
- e. A120 Braintree Community Engagement Forum – Cllr Dunn
- f. Highways (Local Highways Panel and Highways Agency) – Cllrs Lockey
- g. Transport – Cllr Lockey
- h. Holy Trinity Church – Cllr Dunn
- i. Flooding – Cllrs Lockey and Kinder

22/084 Close of meeting

The Chairman confirmed the next Annual Parish Council meeting for Monday 8th May 2023 at 7.30pm in the Village Hall, Church Road, Bradwell and declared this meeting closed at 8.30pm

Action: *Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Friday 28th April 2022.*

The meeting closed at 8.15pm