

## Bradwell with Pattiswick Parish Council

**Minutes of the Parish Council Meeting  
held at 7.30pm on Monday 13<sup>th</sup> June 2022  
at Bradwell Village Hall, Church Road, Bradwell**

**Present:** Cllr Tony Dunn - Chairman  
Cllr Glenn Lockey – Vice-Chairman  
Cllr Lesley Kinder  
Cllr Michael Turner  
Cllr Marie Webb

**In attendance:**  
Mrs Christine Marshall – Parish Clerk & Responsible Financial Officer  
Footpaths' Officer, Mrs Lynn Flatt  
Two members of the public

**22/098 WELCOME** – The Chairman welcomed those present to the meeting.  
Apologies for absence had been received and accepted from Cllr Craig Evans.  
**Proposed: Cllr Lockey, seconded: Cllr Webb**  
Apologies had also been received from County Cllr Ross Playle.

**22/099 DECLARATIONS OF INTEREST**  
Members of the council are subject to the Local Authorities Code of Conduct Order 2007 (SI 2007/1159) (The Revised Code) with the additional, non-mandatory, section 12(2), adopted in May 2015. There were no pecuniary or non-pecuniary interests to be recorded

**22/100 PUBLIC PARTICIPATION**  
A resident of Forge Crescent sought the assistance of the Parish Council in her efforts to have a dropped kerb and driveway installed. Discussions have been ongoing with Eastlight for many months and whilst they had agreed to this they are now refusing to proceed. This resident has a disabled son who is about to undergo surgery with the result that it is essential that the vehicle is able to enter the driveway of the property.  
  
Whilst the Parish Council has no legal power to act on their behalf, it was agreed that County Cllr Ross Playle will be asked to intervene. **Action: Clerk**

**22/101 ITEMS BROUGHT FORWARD FROM THE ANNUAL MEETING OF THE PARISH COUNCIL:**

- i. Cllr Tony Dunn was nominated for the position of Chairman of the Parish Council. **Proposed by: Cllr Kinder, seconded by Cllr Lockey.** Cllr Dunn accepted the nomination and was duly elected Chairman.
- ii. The Chairman signed the declaration of office and witnessed by the Proper Officer.
- iii. Declarations of acceptance of office Cllrs Dunn and Kinder, having been unable to attend the Annual meeting in May, now signed their declarations of Office to continue as Councillors for Bradwell with Pattiswick Parish Council.
- iv. Cllrs Dunn and Kinder confirmed there had been no changes to their Register of Interests declarations.
- v. Cllrs Dunn and Kinder signed the consent form to receive Council Summons, Agenda and other documents by e-mail.

**22/102 REPORTS OF COUNTY AND DISTRICT COUNCILLORS**

No District Cllr reports had been received, but County Cllr Playle had forwarded the following:

- **Locality Budget** - £10K has been allocated to each County Cllr, half of this must be focused on ECC's Levelling Up goals and there is an expectation that this will be pooled with other County councillors within the district. Consequently, Cllr Playle will have £5,000 to spend throughout his ward.
- **Pothole Fund** - Each County Councillor will be able to request 36 potholes within their division (which includes a large part of Witham, plus Black and White Notley, Silver End, Terling, Rivenhall, Fairstead, Faulkborne, Bradwell and Pattiswick) to be filled regardless of the usual criteria. These will be done in two tranches of 18 with the first repairs taking place week commencing 8<sup>th</sup> August. Cllrs should advise the Clerk by 24<sup>th</sup> June of any priority repairs required as it is estimated that only two or three can be included in the first tranche.
- **National Grid Pylon proposals** – Bradwell with Pattiswick Parish is largely unaffected by the proposals as they currently stand but Cllrs need to comment by 16<sup>th</sup> June when the consultation comes to an end.
- **Community Initiative Fund** - now open for bids, with a closing date of 19th August 2022. There are 2 grants available: 1. Up to £10,000 for community groups, organisations, Parish Councils etc for schemes that benefit the wider community. 2. Up to £500 for grassroots groups for initiatives that help to reduce social isolation or improve community wellbeing. [www.ealc.gov.uk/community-initiative-fund](http://www.ealc.gov.uk/community-initiative-fund).
- **Verge cutting** - Like last year's pilot, the ECC contract with BDC will be for one cut to rural verges later this summer across the district. This excludes cases where overgrown vegetation may be a visual-impairment risk to pedestrians or vehicles.
- **Braintree Local Highways Panel** - There has been a recent and sudden personnel change to Braintree's LHP. Cllr Playle will be meeting with a senior LHP officer to find out where this leaves the current schemes on the agenda and if there are any updates on these moving forward. There is also a review of the LHP system taking place.
- **Highways work (road closure) signs** – There is an increasing number of complaints about road signs from highway or utility works being left behind long after the work has been completed. If Cllrs are aware of any, please advise Cllr Playle.

**22/103 MINUTES OF THE PREVIOUS MEETING**

**IT WAS RESOLVED** to confirm the minutes of the Annual Parish Council Meeting held on 9<sup>th</sup> May 2022 as a correct record. **Proposed: Cllr Lockey, seconded: Cllr Webb. The Minutes were signed by the Chairman.**

**IT WAS ALSO RESOLVED** to confirm the minutes of the Parish Council Meeting held on 9<sup>th</sup> May 2022 as a correct record. **Proposed: Cllr Lockey, seconded: Cllr Webb. The Minutes were signed by the Chairman.**

**22/104 COUNCILLOR VACANCY**

The Clerk confirmed BDC had received no requests for an election following the advertisement of the vacancy. **It was therefore agreed** to advertise the post with a relatively short closing date to fill the vacancy prior to the July meeting. **Action: Clerk** The Chairman proposed a vote of thanks to ex-Cllr John Bedford for serving on the Parish Council for many years and for his work throughout the parish. **Proposed: Cllr Dunn, seconded; Cllr Kinder, all in favour.**

**22/105 PLAYING FIELD**

The recent RoSPA inspection report carried out by Playsafety Ltd and the summary of findings were discussed. Cllrs called into question the validity of this report as some of the items raised and the accompanying photographs had been rectified following the 2021 report, e.g. the wooden seat was removed last year and the basketball net does not need replacing. Cllr Kinder will take current photographs to match those included within the report and send to the Clerk. The Clerk will then raise these with Playsafety Ltd, but in the meantime will withhold payment of their invoice. Cllr Kinder will also discuss the items raised under the fitness equipment heading with Caloo for repair or service as required.

**Action: Cllr Kinder / Clerk**

The meeting discussed play equipment and agreed that it was appropriate to look at replacement of some, addition of equipment for younger children and equipment suitable for disabled users. **It was agreed** that the Clerk will produce some initial ideas with Mrs Ward and Mrs Flatt for presentation to Cllrs at the July meeting. The Clerk will also seek more information about Community Initiatives' grant and combining this with S.106 monies held by BDC for the parish.

**Action: Clerk**

#### 22/106 FOOTPATHS

The Footpaths' Officer advised that work had been carried out to PROW 37, but it was totally inadequate and probably more dangerous than before the "repair" as the upright boards presented a trip hazard and stepping down on to a muddy slope. The Footpaths' Officer has lodged a complaint, but no response yet. **It was agreed** that Cllr Playle should be contacted and requested to raise this with Essex Highways.

**Action: Clerk**

#### 22/107 PLANNING COMMITTEE MEMBERS' FORUM

The Chairman referred to the Summary of Proposals for Consultation previously sent to Cllrs. There were few comments, but Cllrs considered that these proposals presented an opportunity for developers to produce applications that would be more acceptable to the Planning Committee having been discussed with Members of the Forum and parish councillors prior to submission. **It was agreed** to respond to the document with this comment and confirming that if the proposals move forward, the Chairman and one other Councillor will represent Bradwell with Pattiswick.

**Action: Clerk**

#### 22/108 PLANNING MATTERS

- i. **New Applications:** None advised
- ii. **Applications determined:** None advised
- iii. **Appeals received/determined:** None advised
- iv. **Applications to note (suffix HH):** None advised
- v. **Applications to note for neighbouring parishes:** None advised

#### 22/109 ANNUAL GOVERNANCE & FINANCIAL RETURN 2021-22

- a. The Clerk/RFO reported on the internal audit undertaken on 7<sup>th</sup> June by Lisa West whose report had been previously provided to Cllrs. On behalf of Cllrs, the Chairman congratulated the Clerk on yet another "clean" audit and good report received from the Internal Auditor.
- b. The Clerk/RFO presented the Annual Return for 2021-22, together with the Asset Register, previously provided to Cllrs. There were no queries, and **it was resolved** to authorise the Chairman and Parish Clerk to sign section 1 of the Annual Governance Statement. **Proposed by Cllr Lockey, seconded by Cllr Webb, all in favour.** The documents were signed accordingly.
- c. **It was resolved** to authorise the Chairman and Parish Clerk/RFO to sign sections 1 and 2 Governance and 2 Accounting Statements. The Clerk confirmed that the

Parish Council again qualified to certify as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. **It was agreed** the Clerk/RFO and Chairman should sign the Certificate of Exemption for submission to the external auditor. **Proposed by Cllr Lockey, seconded by Cllr Webb, all in favour.** The Certificate of Exemption was signed. **Action: Clerk**

**22/110 FINANCIAL MATTERS**

- a. The financial statements to 31<sup>st</sup> May 2022 were presented. There were no queries, and the statements were approved. **Proposed: Cllr Dunn, seconded: Cllr Lockey, all in favour.**
- b. As referred to in minute 22/105 above, the payment for £105.00 payable to Playsafety Limited will be held pending satisfactory responses to queries. The Clerk/RFO also withdrew the cheque drawn in favour of Bradwell Village Hall pending provision of an invoice that shows the amount due, which had been omitted from the original invoice and replacement requested. Cllr Webb promised to provide this to the Clerk/RFO without further delay. Other payments for May 2022 were approved. **Proposed: Cllr Dunn, Seconded: Cllr Lockey, all in favour.** Cllrs Dunn and Lockey signed the cheques. **Action: Cllr Webb**

**22/110 INFORMATION EXCHANGE AND ITEMS FOR THE NEXT AGENDA**

- i. Information exchange:  
 The Chairman advised the meeting of a donation of £250 towards the upkeep of the Churchyard received from the family of a recently deceased, long-standing, resident of the Parish. This generous donation made by the Whipps family and Cllrs wished to record their grateful thanks.  
 The Street, adjacent to the entrance to Chapel Rise, overgrown brambles and weeds. Cllr Webb advised Cllrs that a complaint had been received. This is a recurring problem and Cllr Webb was advised to inform the resident who had complained that this needed to be brought to the attention of Essex Highways. In the meantime, the Clerk will advise Cllr Playle. **Action: Cllr Webb / Clerk**
- ii. Items for next Agenda: Co-option of new councillor.

**22/110 CLOSE OF MEETING**

There being no further business to be discussed, the Chairman closed the meeting and confirmed the next meeting of the Parish Council will be held at Bradwell Village Hall on Monday 11<sup>th</sup> July 2022 at 7.30pm.

*Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Friday 1<sup>st</sup> July 2022.*

**The meeting closed at 9.00pm**

PARISH COUNCIL MEETINGS 2022 (2nd Monday monthly)		
AUGUST		No meeting in August
SEPTEMBER	12	7.30pm
OCTOBER	10	7.30pm
NOVEMBER	14	7.30pm
DECEMBER	12	7.30pm