

# Bradwell with Pattiswick Parish Council

<b>Chairman</b>	<b>Parish Clerk &amp; Responsible Finance Officer:</b>
Cllr Tony Dunn Tel: 01376 331409	Mrs Christine Marshall Mill Cottage Church Road Bradwell Braintree Essex CM77 8EP Tel: 07736 509716  E-Mail: clerktobjcpc@gmail.com

Date Issued: 1<sup>st</sup> February 2016

Dear Councillor

I hereby give notice that you are summoned to attend the forthcoming Parish council meeting of the Bradwell & Pattiswick Parish Council which will take place on **Monday 8<sup>th</sup> February 2016 in the Village Hall, Church Road, Bradwell at 7.30pm** for the purpose of transacting the business shown in the Agenda. The public and press are welcome to be present.

*Christine Marshall*

**Christine Marshall**  
**PARISH CLERK & RESPONSIBLE FINANCE OFFICER**

**AGENDA**  
**For the Parish Council meeting of Bradwell with Pattiswick Parish Council**  
**On Monday 8<sup>th</sup> February 2016 in the Village Hall, Church Road, Bradwell at 7.30pm**

<b>ITEM</b>	<b>PRESENTER</b>	<b>SUBJECT</b>	<b>STATUS</b>
16/026	CHAIRMAN	WELCOME AND APOLOGIES FOR ABSENCE	INFORMATION
16/027	ALL MEMBERS	<b>DECLARATION OF INTERESTS</b> To receive any discloseable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2015.	DECISION
16/028	CHAIRMAN	<b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</b> Councillors are no longer permitted to make representation in the Public Forum if they have discloseable pecuniary interests and/or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Bradwell with Pattiswick Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	INFORMATION
16/029	CHAIRMAN	DISCUSSION WITH COUNCILLOR LADY PATRICIA NEWTON, BRAINTREE DISTRICT COUNCIL	
16/030	DISTRICT COUNCILLORS	DISTRICT COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT	INFORMATION
16/031	ALL MEMBERS	<b>TO CONFIRM:</b> The minutes of the parish council meeting held on 11 <sup>th</sup> January 2016.	DECISION
16/032	CHAIRMAN	CHAIRMAN'S REPORT	INFORMATION
16/033	CHAIRMAN	<b>EMPLOYMENT COMMITTEE REPORT</b> a. Meeting 12 <sup>th</sup> January 2016 b. Clerk/RFO first appraisal	INFORMATION
16/034	CLERK	<b>ADOPTION OF REVIEWED POLICIES:</b> 1. Standing Orders 2. Freedom of information and Publication Scheme 3. Data Protection 4. Data Retention	DECISION DECISION DECISION DECISION
16/035	CHAIRMAN	INTEGRATED WASTE MANAGEMENT FACILITY	
16/036	CHAIRMAN	<b>PARISH PLAN</b> a. BDC New Local plan 2033 b. Bradwell with Pattiswick Local Plan - Questionnaire c. Distribution	INFORMATION DECISION DECISION
16/037	CLLR WEBB	VILLAGE HALL REPRESENTATIVE REPORT	
16/038	CLERK	RESILIENCE PLAN	

		a. Update	INFORMATION																																								
16/039	CLLR BEDFORD CLLR LOCKEY CHAIRMAN CLLRS PRITCHARD and BEDFORD	<b>BRADWELL ENVIRONMENT</b> a. Playing-field inspection reports – December and January b. Holy Trinity Church pond project c. Trees for orchard d. Bus Shelter	INFORMATION UPDATE UPDATE UPDATE																																								
16/040	CLLR EVANS CLLR BEDFORD	<b>PLAYING FIELD</b> a. Outdoor gym equipment project b. Paving to dog waste bin area	UPDATE UPDATE																																								
16/041	CLERK CLLR WEBB CLLRS LOCKEY and BEDFORD	<b>ROADS</b> a. A120 b. Road and water outside Tippets Wade c. Speeding in Pattiswick	UPDATE UPDATE UPDATE																																								
16/042	CLERK	<b>PLANNING MATTERS</b> None advised at time of issuing agenda																																									
16/043	CLERK	<b>CLERK'S REPORT</b> a. Distribution list for approval and allocation b. Newsletter – final draft to be approved	DECISION DECISION																																								
16/044	CLERK	<b>CONTRACTS</b> a. Ground maintenance b. Payroll	UPDATE INFORMATION																																								
16/045	CLERK	<b>CORRESPONDENCE RECEIVED</b> a. Barclays Bank b. Telefonica (O <sup>2</sup> ) c. Information Commissioners office d. Lower Thames Cross Route Consultation – closing date for comments 24 <sup>th</sup> March 2016 e. Braintree District Council “Age Well” f. NHS Services	INFORMATION INFORMATION INFORMATION ACTION  INFORMATION INFORMATION																																								
16/046	CLERK	<b>INVITATIONS RECEIVED</b> a. A120 Community Forum – Chairman attending 8 <sup>th</sup> February b. UK Power Networks stakeholder workshop 2 <sup>nd</sup> , 3 <sup>rd</sup> or 5 <sup>th</sup> Feb c. Transport Representative Meeting (Area bus review) – 25 <sup>th</sup> Feb d. Highways Panel – Chairman attending 24 <sup>th</sup> March																																									
16/047		<b>FINANCIAL MATTERS</b> a. Financial statement for January 2016 b. Adoption of Budget 2016/17 c. Precept to be signed d. Cheques for signature  <table border="0"> <thead> <tr> <th>Invoice date</th> <th></th> <th>Amount</th> <th>VAT</th> <th>Cheque no</th> </tr> </thead> <tbody> <tr> <td>14/01/2016</td> <td>HMRC – PAYE 3 months</td> <td>191.40</td> <td></td> <td>101000</td> </tr> <tr> <td>31/01/2016</td> <td>Mrs C A Marshall - Salary</td> <td>191.59</td> <td></td> <td>101001</td> </tr> <tr> <td>31/01/2016</td> <td>Mrs C A Marshall - Office Expenses</td> <td>20.00</td> <td></td> <td>101002</td> </tr> <tr> <td>24/12/2015</td> <td>Richard Edwards Group – Payroll</td> <td>58.80</td> <td>9.80</td> <td>101003</td> </tr> <tr> <td>22/01/2016</td> <td>Bureau services</td> <td>35.00</td> <td></td> <td>101004</td> </tr> <tr> <td>07/01/2016</td> <td>Information Commissioner – Data protection registration</td> <td>80.00</td> <td></td> <td>101005</td> </tr> <tr> <td>01/01/2016</td> <td>E-ALC – Parish Clerk training</td> <td>72.23</td> <td></td> <td>D/D</td> </tr> </tbody> </table>	Invoice date		Amount	VAT	Cheque no	14/01/2016	HMRC – PAYE 3 months	191.40		101000	31/01/2016	Mrs C A Marshall - Salary	191.59		101001	31/01/2016	Mrs C A Marshall - Office Expenses	20.00		101002	24/12/2015	Richard Edwards Group – Payroll	58.80	9.80	101003	22/01/2016	Bureau services	35.00		101004	07/01/2016	Information Commissioner – Data protection registration	80.00		101005	01/01/2016	E-ALC – Parish Clerk training	72.23		D/D	INFORMATION DECISION ACTION ACTION
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<b>16/048</b>	<b>ALL MEMBERS</b>	<b>NEXT PARISH COUNCIL MEETING</b> <b>14<sup>TH</sup> March at 7.30pm in the Village Hall, Church Road, Bradwell</b>  <b>Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Monday 7<sup>th</sup> March 2016.</b>	<b>INFORMATION</b>
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THIS NOTICE WAS ISSUED on 1<sup>st</sup> February 2016, by:

Mrs Christine Marshall

Parish Clerk & Responsible Financial Officer

BRADWELL with PATTISWICK PARISH COUNCIL

Mill Cottage, Church Road, Bradwell, Braintree, CM77 8EP

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