**Bradwell with Pattiswick Parish Council**

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| **Chairman** | **Parish Clerk & Responsible** **Finance Officer**:  |
| Cllr Tony DunnTel: 01376 331409 | Mrs Christine Marshall Mill Cottage Church RoadBradwellBraintree Essex CM77 8EPTel: 07736 509716 E-Mail: clerktobjcpc@gmail.com  |

Date Issued: 2nd November 2015

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 9th November 2015 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.

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**Christine Marshall**

# **PARISH CLERK & RESPONSIBLE FINANCE OFFICER**

| **AGENDA****For the Parish Council meeting of Bradwell with Pattiswick Parish Council****On Monday 9th November 2015 in the Village Hall, Church Road, Bradwell at 7.30pm** |
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| **ITEM**  | **PRESENTER**  | **SUBJECT**  | **STATUS**  |
| **15/217** | **CHAIRMAN**  | **WELCOME AND APOLOGIES FOR ABSENCE**  | INFORMATION  |
| **15/218** | **CHAIRMAN** | **CO-OPTION OF NEW COUNCILLOR** | DECISION |
| **15/219** | **CLERK** | **NEW COUNCILLOR DECLARATIONS** | ACTION |
| **15/220** | **ALL MEMBERS**  | **DECLARATION OF INTERESTS**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  |
| **15/221** | **CHAIRMAN**  | **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST** 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  |
| **15/222** | **CHAIRMAN** | **DISCUSSION WITH COUNCILLOR LADY PATRICIA NEWTON, BRAINTREE DISTRICT COUNCIL** |  |
| **15/223** | **DISTRICT COUNCILLORS**  | **DISTRICT COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT**.  | INFORMATION  |
| **15/224** | **ALL MEMBERS**  | **TO CONFIRM:**The minutes of the parish council meeting held on 12TH October 2015.  | DECISION  |
| **15/225** | **CHAIRMAN**  | **CHAIRMAN’S REPORT**  | INFORMATION  |
| **15/226** | **CLERK** | **ADOPTION OF NEW POLICIES:**1. Expenses Policy for employees and councillors
2. Standing orders Review
3. Data Retention Policy
 | DECISIONDECISIONDECISION |
| **15/227** | **CHAIRMAN** | **INTEGRATED WASTE MANAGEMENT FACILITY** |  |
| **15/228** | **CHAIRMAN** | **PARISH PLAN** |  |
| **15/229** | **CLLR WEBB** | **VILLAGE HALL REPRESENTATIVE REPORT** |  |
| **15/230** | **CLERK** | **RESILIENCE PLAN**1. Update
2. To agree responsibility for actions
 | INFORMATIONDECISION |
| **15/231** | **CLLR BEDFORD****CHAIRMAN****CLLR EVANS****CLLR PRITCHARD****CLLR LOCKEY****CLERK****CLERK****CHAIRMAN** | **BRADWELL ENVIRONMENT** 1. Playing-field inspection reports – October
2. Playing field lease update
3. Playing field outdoor gym equipment
4. Definitive map of footpaths within the Parishes – update
5. Notice Boards – update on repairs needed
6. Request for additional dog bin at junction of FP18 (opposite The Old School House) and Glazenwood Road
7. Invitation to Tender – grass cutting/ground maintenance*The Parish Council is requested to approve the draft ITT for submission to interested parties.*
8. Trees for orchard
 | INFORMATIONINFORMATIONINFORMATIONINFORMATIONINFORMATION & DECISIONINFORMATIONDECISIONDECISION |
| **15/232** | **CHAIRMAN** | **HAVEN GATEWAY**Update from meeting on 15th October. | INFORMATION |
| **15/233** | **CLLR PRITCHARD****CLLR LOCKEY****CHAIRMAN****CLLR WEBB****CLLR EVANS** | **ROADS**1. A120 Kerb drainage
2. Flooding to Church Road (by Holy Trinity Church) – Project Proposal to be presented and approved
3. Speeding in Pattiswick
4. Road and water outside Tippets Wade
5. Verge at junction of The Street and Chapel Rise
 | UPDATEINFORMATION & DECISIONUPDATEUPDATEUPDATE |
| **15/234** | **CLERK** | **PLANNING MATTERS** There are no new planning applications to report.The following decision has been made by Braintree District Council:15/1069/FUL – Woodhouse, Compasses Road, Pattiswick: [Erection of timber porch and veranda to existing summer house, rebuild existing modern extension to summerhouse, change existing summerhouse windows to traditional timber casements](https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NTC56RBF07J00) | INFORMATIONINFORMATION |
| **15/235** | **CLERK** | **CLERK’S REPORT**1. Expenses Policy*The Parish Council is requested to approve adoption of the new policy*
2. Parish Calendar*The Parish Council is requested to approve the dates for 2016*
 | DECISIONDECISION |
| **15/236** | **CLERK** | **CORRESPONDENCE RECEIVED**1. **O2**are unable to transfer contract unless request submitted through previous Clerk.*The Parish Council is requested to approve a new contract be entered into under the title of the Parish Council*
2. Barclays Bank
3. Essex Air Ambulance – “thank you” for donation
4. Citizen’s Advice Bureau – “thank you” for donation
 | DECISIONINFORMATIONINFORMATIONINFORMATION |
| **15/237** | **CLERK** | **INVITATIONS RECEIVED**1. Cause Campaign – Visions for Growth Campaign: Cllrs Dunn and Pritchard attending
2. RCCE - Neighbourhood Planning Networking Event: Cllr Dunn only confirmed to attend so far
3. LCPAS – Rights of Way & Byways’ Course: attendees to be confirmed
4. Braintree District Council – Local Highways Panel: attendees to be confirmed for meetings on 18th January 2016 and 24th March 2016
 | INFORMATIONINFORMATIONDECISIONDECISION |
| **15/238** |  | **FINANCIAL MATTERS**1. Financial statement for October 2015
2. Draft Budget 2016/17
3. Cheques for signature

Invoice date  Amount VAT Cheque14/10/2015 A & J Lighting 129.60 21.60 10098831/10/2015 Clerk’s expenses 56.08 9.35 10098921/10/2015 Clerk’s salary (2 months) 383.18 0.00 10099029/10/2015 Bradwell Village Hall 40.00 0.00 1009911. Approval of training as follows:
	1. Rights of Way – Friday 29th November @ £25 per person
	2. Understanding Planning – date tba @£120 full PC
 | INFORMATIONDISCUSSIONACTIONDECISIONDECISION |
| **15/239** | **ALL MEMBERS**  | **NEXT PARISH COUNCIL MEETING** **14TH December 2015** **at 7.30pm in the Village Hall, Church Road, Bradwell****Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Monday 7th December.** | INFORMATION |

THIS NOTICE WAS ISSUED on 2nd November 2015, by:

Mrs Christine Marshall

Parish Clerk & Responsible Financial Officer

BRADWELL with PATTISWICK PARISH COUNCIL

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2nd November 2015