

**Bradwell with Pattiswick Parish Council**  
**Minutes of the Parish Council Meeting**  
**held on Monday 8<sup>th</sup> January 2018 at 7.30pm in Bradwell Village Hall**

**Present:** Councillor Tony Dunn- Chairman  
Councillor John Bedford  
Councillor Craig Evans  
Councillor Gareth Pritchard  
Councillor Marie Webb

**In attendance:** Mrs Christine Marshall (Parish Clerk & Responsible Financial Officer)  
Eight members of the public

**18/001 WELCOME AND APOLOGIES**

The Chairman welcomed those present. Apologies were received from Cllrs Lockey and Kinder. **It was resolved** to accept these apologies.

**Proposed:** Cllr Bedford, **Seconded:** Cllr Webb, all in favour

Apologies were also received from County Councillor James Abbott and District Councillor Lynette Bowers-Flint.

**18/002 DECLARATIONS OF INTEREST**

Councillors Bedford, Evans, Pritchard and Webb declared an interest in item 18/005 Neighbourhood Plan as residents of the Parish.

**18/003 PUBLIC PARTICIPATION SESSION**

The following items were raised:

- i. Lighting outside Mill Cottages along the A120 is too bright and causing distress to residents. This is the responsibility of Highways England and the Parish Council is trying to arrange a meeting with their representatives to discuss this and other issues arising from the works along the A120 during 2017, which are continuing. In the meantime, the Clerk will report the issue.

**Action: Clerk to follow up**

- ii. Pot holes appearing on stretches of A120 in locations that were part of the works referred to in (i) above.

**Action: Clerk to report**

- iii. Drainage works relative to the service station have added to other drainage issues that require pipework to be cleared monthly – *the issues connected with the drainage system have been taken forward by District Councillor Flint-Bowers and as such the Parish Council will liaise with her.*

- iv. Advertising signs at service station. *After the meeting the Clerk has confirmed that advertising is excluded from direct control if the advertisements are displayed on enclosed land and are not illuminated. The service station was granted permission for an illuminated fascia sign for the Automated Teller Machine under ref. no. 16/00902/ADV and for the illuminated canopy and building signs to the Coggeshall Road north and east elevations under ref. no. 12/01586/ADV.*

- v. Hours of use of jet wash facilities at service station. *After the meeting the Clerk has confirmed that the granting of planning permission for the jet wash under ref. no. 11/01713/FUL stipulated that it shall only be operated between the hours of 07.30 and 18.30 unless otherwise agreed in writing by the local planning authority (there is no record of an amendment being requested or granted).*

- vi. Service station lack of “in” or “out” signage causing traffic issues.

**Action: Clerk to contact owners**

- vii. Customers of service station refused use of inside toilet facilities are urinating in view of residents and other road users.

**Action: Clerk to contact owners**

- viii. Drains and manhole covers have water overflowing during rainfall and water seepage in Hollies Road is worsening (during recent cold weather the road was completely iced over, spreading onto and beyond the junction with the A120).

**Action: Clerk to follow up with District & County Councillor Abbott**

- ix. Planting features by village signs along A120 – a local resident's sons have offered sponsorship.

**Action: Clerk to obtain regulations from Highways England and seek permission**

#### **18/004 PREVIOUS MEETING**

**IT WAS RESOLVED** that the Minutes of the Parish Council Meeting held on 11<sup>th</sup> December 2017 were a correct record and were duly signed by the Chairman of the meeting.

**Proposed:** Cllr Webb, **Seconded:** Cllr Dunn, all in favour  
Signed by the Chairman

#### **18/005 NEIGHBOURHOOD PLAN**

- i. The Chairman explained the background to the current draft, the survey undertaken of residents for views on possible development areas using information provided within the Parish Plan. The following was noted:
- a. BDC Local Plan has not yet been approved, but does not include any identified sites within the parish. Although BDC have not disclosed any intent to develop within Bradwell or Pattiswick (subject to any central government directives), any development must create a nucleus for the village to grow. One suggestion was to expand in a westerly direction.
  - b. There are several potential locations for conversion of redundant farm buildings.
  - c. There are several potential locations on open land.
  - d. Whilst some meeting attendees were against any development whatsoever within the parish, there was an acknowledgement that something needed to be done to meet the needs of and enable both young and elderly people to remain within the parish.
  - e. An area of land between Alanvye and The Chaldecott has main services ducting buried underneath and surveys will need to be taken of all suggested sites for similar which may prevent inclusion in the plan.
- ii. Next steps:
- a. Grant application submitted and outcome expected before the end of January.
  - b. Planning Consultant to be engaged to verify evidence collated and review actions taken so far. He will advise on any additional work or information required, policy drafting and preparation of draft for Regulation 14 pre-submission consultation prior to submission to BDC.  
**Action: Cllr Dunn to progress**
  - c. Any sites included in the plan will be subject to planning criteria agreed within the draft plan.
  - d. Regulation 14 stage will be a consultation and referendum of all residents of the parish to approve submission or recommend amendments.

#### **18/006 BUDGET AND PRECEPT 2018-19**

- i. The Clerk/RFO presented draft budget. There was one query in respect of grass cutting charges. *Following the meeting the Clerk/RFO has confirmed revised figures in line with the contract.*
- ii. The Clerk/RFO recommended that the precept should remain at the same level as for 2017-18. The budget projects an income of £12,965 and expenditure of £16,321, resulting in a shortfall of £3,356. There is scope within the expenditure for some savings to be made, together with potential grant funding for some items. Any remaining shortfall will be met from reserves.

The Clerk/RFO recommended a motion for the Parish Council to agree the budget and **it was resolved** that the budget proposal be accepted and the Chairman and Clerk authorised to sign the precept request.

**Proposed: Cllr Dunn, Seconded: Cllr Bedford, all in favour**

**Action: Clerk/RFO to submit to BDC and publish budget on the website**

#### 18/007 FINANCIAL MATTERS

- a. Financial statement to 31<sup>st</sup> December 2017 was agreed. There were no queries.
- b. The Clerk requested that an additional item in respect of printing costs should be added to the list of items for payment. This was agreed.
- c. Cheques were approved and signed by Cllrs Dunn and Pritchard as follows:

Invoice date	Payee	Amount	Cheque no
31/12/2017	C A Marshall salary	283.13	800034
31/12/2017	HMRC	70.60	800035
November 2017	Britlabels	72.00	800036
	Total	<b>£425.73</b>	

#### 18/008 Next meeting

Confirmed for Monday 12<sup>th</sup> February 2018 at 7.30pm in the Village Hall, Church Road, Bradwell.

**Action: Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Monday 5<sup>th</sup> February 2018**

**The meeting closed at 9.05pm**