

Bradwell with Pattiswick Parish Council

Minutes of the Parish Council Meeting

held on Monday 13th June 2016 2016 at 7.30pm in Bradwell Village Hall

Present: Councillor John Bedford
Councillor Tony Dunn
Councillor Craig Evans
Councillor Lesley Kinder
Councillor Glenn Locky
Councillor Marie Webb

In attendance: Mrs Christine Marshall (Parish Clerk & Responsible Financial Officer)
District Councillor James Abbott
Two members of the public

16/136 The Chairman opened the meeting and welcomed two members of the public.

Apologies: Councillor Gareth Pritchard

16/137 Pecuniary Declarations of Interest

Item 16/149c Cllr Locky

Non-Pecuniary Declarations of Interest

Item 16/146 Cllrs Webb, Locky and Kinder – Village Hall

16/138 Public participation session

Improvements to roundabouts – a resident raised his concerns with regard to the proposed improvements to Marks Farm and Galleys Corner roundabouts recently approved by Braintree District Council. The Chairman reassured him that the Parish Council remained in close contact with Highways England and will make known all roadworks advised to them which might affect Bradwell and Pattiswick, submitting comments as appropriate.

16/139 District Councillor

Councillor Abbott spoke of the following topics:

- a) Local Highways Panel on 11th July. **IT WAS AGREED** that Cllrs Locky and Bedford will attend to speak on the proposed sign for Pattiswick.

Action: Cllrs Locky and Bedford

- b) Roads – continuing uncertainty with regards to roundabouts, A120, A12 and proposed new retail unit on land between Millennium Way and Cressing Road and the effect these will have on the BDC Local Plan which is to be signed off at a special full Council meeting on 20th June prior to being subject to public consultation between 27th June and 19th August 2016.

- c) Children's Centres – No update available from Essex County Council.

- d) Integrated Waste Management Facility – Environmental Licence likely to be decided by August and this will inform the next phase of the overall application.

- e) School bus service – no movement on decision to reduce service. Serious concerns were raised at this meeting and it was suggested that affected residents should make contact with the ECC Cabinet Member with responsibility for Adults and Children, Cllr Dick Madden.

16/140 Previous Minutes

- a) The Minutes of the Annual Parish Council Meeting held on 9th May 2015 were **AGREED** as a correct record and signed by the Chairman.
Proposed: Cllr Webb, **Seconded:** Cllr Lockey, All in favour
Signed by the Chairman
- b) The Minutes of the Parish Council Meeting held on 9th May 2016 were **AGREED** as a correct record and signed by the Chairman.
Proposed: Cllr Lockey, **Seconded:** Cllr Kinder, All in favour
Signed by the Chairman

16/141 A120

- a) *Replacement of village signs* – The Chairman confirmed he is awaiting response from Highways England with regard to replacement village signs and a directional sign for Bradwell Village Hall along the A120. He has not yet been able to speak to the occupants outside whose house this latter sign will be installed (adjacent to telegraph pole).
- b) *New directional sign for Holy Trinity Church* – The Chairman has written to Pat Bash and the Clerk has written to Barbara Thoires, Church Wardens. Responses awaited.

18/142 Other roads

See minute 16/139b above.

16/143 Chairman's Report

The Chairman's report is included within Agenda items, other than:

- a) Essex Best Kept Churchyard - this will be postponed until a new Management Plan for the Churchyard at Holy Trinity Church is available.
- b) Essex Village of the Year – the Chairman, Clerk and Cllrs Lockey and Pritchard met with the judges. This meeting was positive and the displays covering the Local Plan, events and actions were well received. A decision is awaited.
- c) Gateway A120 network lunch – attended by businesses along the A120 corridor. Speakers included James Cleverly the Braintree MP, Cllr Kevin Bentley ECC Deputy Leader and Cabinet Member for Economic Growth and Partnerships, Cllr Graham Butland Leader of Braintree District Council and George Kieffer Chairman of Haven Gateway Partnership, all of whom agree that improvements are essential for the future. The Consultants Cirrus Land Limited will be attending the Parish Council meeting on 11th July to update the Parish Council and residents and answer any questions that they can.

16/144 Integrated Waste Management Facility

The Chairman has previously distributed his notes of the May IWMF Liaison Group meeting, and the Minutes now published on the Parish Council website.

16/145 Parish Plan

- a) **IT WAS RESOLVED** to adopt Draft v.6 of the Parish Plan, dated May 2016, together with the Action Plan and Topic Groups, as the final version.

Proposed: Cllr Lockey, **Seconded:** Cllr Dunn, All in favour

Action: Clerk to publish on website

- b) **IT WAS AGREED** that a pamphlet should be prepared in summary of the Parish Plan for distribution to every residence in the Parish. At the same time the opportunity will be taken to distribute an update on the Parish Council Manifesto adopted in May 2015.

Action: Chairman to produce pamphlet

Action: Clerk to prepare Manifesto update

Action: Cllr Bedford to print sufficient copies

Action: All – distribution to be completed on 16th July

16/146 Village Hall Representative Report

Cllr Webb reported that Cllr Glenn Lockey had resigned his position as Chairman of the Village Hall Management Committee due to personal and business commitments, but he will remain as a Trustee and involved on the Village Hall Committee. A meeting on 14th June will appoint an Interim Chairman.

All other business of the Village Hall was proceeding well.

Cllr Evans proposed a vote of thanks on behalf of the Parish Council for all the work that Cllr Lockey has undertaken to make the Village Hall so successful.

Proposed: Cllr Evans, **Seconded:** Cllr Dunn, All in favour

16/147 Bradwell Environment

- a) Playing field: Cllr Bedford provided his report and confirmed the graffiti has now been removed. The wooden footbridge on the footpath from the playing field to the A120 was impassable due to vegetation growth. He has now cleared this, but it remains unclear who is responsible for the maintenance of this. Cllr Pritchard to be asked to clarify.

Action: Clerk to pass to Cllr Pritchard

The Clerk advised that the Trustees of the Bradwell Estate will not give permission for a barbeque area being included on the playing field.

- b) Holy Trinity Church pond project: waiting to hear from the Parochial Church Council as to decision.
- c) Orchard – grant application deadline is August 2016, but this is held pending receipt of new lease.

Action: Chairman to chase if lease not received by 20th June

- d) Litter pick – date and arrangements agreed.

Action: Clerk to publish details on website and in Parish Magazine

- e) Flooding – Cllr Webb has written to Tom Palmer at ECC again to chase for the camera inspection and the resident at Tippetts Wade is chasing the Environment Agency weekly. The outflow from the spring in the footpath alongside Cashel and where it flows in front of School House will be alleviated by clearing the

gully. Residents have indicated their willingness to assist the Parish Council in undertaking this work at the end of August.

Action: Clerk to add as Agenda item for July

- f) Neighbourhood Watch – The Clerk reported that following attendance at the AGM and collection of additional information, a scheme will be introduced for Bradwell and Pattiswick and that it will be web-based and notices sent through electronic mail.
- g) Metal seat along Church Road – as this is a Parish asset, **it was AGREED** that J & N Grass Cutting be asked to cut around this area.

Action: Cllr Lockey to contact

16/148 Playing field

Outdoor gym equipment project: The Chairman confirmed that the grant application has been submitted with the outcome expected in August. Depending on the result of this, it may be possible for additional improvements to be made to the playing field, such as a new seat and new football nets.

Action: Cllr Evans to advise Caloo and to keep them informed of progress

16/149 Planning matters

- a) Application 16/00869/FUL – 6 Riverside, Bradwell - Erection of single storey front extension. No comments received from neighbours. Although some Councillors had comments regarding the application, it was proposed that no objection should be raised.
Proposed: Cllr Evans, **Seconded:** Cllr Dunn, All in favour
- b) Ref: 16/00002/ECCDAC – Bradwell Quarry – Consultation on ECC “Discharge of Condition no. 23, appln. 14/00733/MIN, relating to noise monitoring results March 2016. NOTED.
- c) Cllr Lockey left the meeting for this item
Ref: 16/00898/VAR – The Slades, Cut Hedge Lane, Bradwell – date for comment 28th June 2016. Application for variation of Condition 2 of approved application 12/01034/FUL (Erection of agricultural worker's dwelling) - Alteration to roof design, additional rooflight and additional PV panel. No objection or comments from Parish Council.
Cllr Lockey was invited to re-join the meeting.
- d) Application granted - Ref: 16/00100 – application granted to carry out works to tree protected by TPO at 1 Rectory Meadow. NOTED.
- e) Ref: 16/00903/FUL – Hylands House, Church Road, Bradwell – erection of outbuilding. Cllr Evans advised that he has spoken with Braintree District Council to seek clarification on this application to ensure it could not be utilised for residential purposes as the outbuilding proposed appeared to be connecting to the sewer system. This was not the case and consequently there were no objections or comments from Parish Council.

16/150 Clerk's Report

The Clerk's report was noted.

- a) **It was AGREED** to accept the following reviewed policies:

- i. Financial Regulations
- ii. Health & Safety Policy
- iii. Community Engagement and Social Media Policy
- iv. Training Policy
- v. Equality & Diversity Policy

- b) Youth Committee Proposal – **it was AGREED** to adopt this proposal and **it was also AGREED** to put forward £2,000 as a project budget for this Committee.

Action: Clerk to prepare leaflet for distribution within the Parish

Action: Clerk to include Resolution on Agenda for July meeting

16/151 Correspondence received

Essex highways – Salt Bag Partnership 2016/17 season.

It was AGREED to enter into this partnership and seek appropriate location for delivery of salt bags.

Action: Clerk to advise decision to BDC

Action: Clerk to speak with Tom Speakman

16/152 Invitations received

BALC – AGM 14th June. The Clerk will attend this meeting on behalf of the Parish Council and report at the July meeting.

Action: Clerk to include on Agenda for July meeting

16/130 Financial matters

a) Internal Audit

- i. The Annual Return 2015/16 was agreed as a correct representation
- ii. The Responsible Financial Officer and the Chairman signed the Annual Governance Statement
- iii. The Responsible Financial Officer and the Chairman signed the Annual Accounting Statement
- iv. The period for the exercise of public rights was agreed as 27th June to 8th August 2016

- b) Financial statement for May was discussed and noted. There were no queries.

- c) Cheques detailed below were agreed for payment and duly signed:

HMRC PAYE	£59.000
EALC CiLCA training fee	£430.00
C A Marshall salary	£234.92
J & N Grass Cutting (April)	£370.00
J & N Grass Cutting (May)	£815.00

16/154 Next meeting

Confirmed for Monday 11th July 2016 at 7.30pm in the Village Hall, Church Road, Bradwell.

Action: Items for Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Monday 4th July 2016

The meeting closed at 9.00pm