

**Bradwell with Pattiswick Parish Council**  
**DRAFT Minutes of the Parish Council Meeting**  
**held on Monday 9<sup>th</sup> October 2017 at 7.30pm in Bradwell Village Hall**

**Present:** Councillor Tony Dunn- Chairman  
 Councillor John Bedford  
 Councillor Craig Edwards  
 Councillor Lesley Kinder  
 Councillor Glenn Lockey

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

**17/192 WELCOME AND APOLOGIES**

The Chairman welcomed those present. Apologies were received from District Councillor Lynette Bowers-Flint who was unable to attend.

**It was resolved** to accept the apologies of Cllrs Pritchard and Webb.

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

**17/193 DECLARATIONS OF INTEREST**

Non-pecuniary interest was declared by Cllr Kinder in respect of item 17/202 Bradwell Village Hall.

**17/194 PUBLIC PARTICIPATION SESSION**

The following items were raised:

- The Forge, The Street – two members of the public raised concern at the number of vehicles parked on this site, together with the vehicle repair works that were taking place late into the evening. The Parish Council was requested to obtain copy documents of planning applications to confirm the number of vehicles permitted on the site at any one time. A further issue was the number of vehicles that were meeting there. The site has always been used for light industrial purposes and it was not felt planning conditions were being broken. The lessee of The Forge had been approached by a close neighbour to raise the issue of vehicles and could confirm that the site was now being used by the lessee's son to undertake vehicle maintenance and had vacated the site by 6.30 every evening. It was agreed that the lessee had tidied the site and had disposed of some of the larger vehicles that had been there. The Clerk confirmed that copies of planning documents had been requested from Braintree District Council's archives and when these are received will be sent to all parties.

**Action:** Clerk

**17/195 DISTRICT & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS**

In the absence of District and County Councillors, there was nothing to report.

**17/196 PREVIOUS MEETING**

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

**Proposed:** Cllr Kinder, **Seconded:** Cllr Lockey, All in favour  
 Signed by the Chairman

**17/197 A120**

As the roadworks through Bradwell had apparently been completed, it was agreed to invite Highways England to a Parish Council meeting to discuss.

**Action:** Clerk

**17/198 OTHER ROADS**

- It was confirmed that repairs to drainage in Hollies Road will not be taking place for some time.
- The drainage repairs in The Street, outside Tippetts Wade, had been commenced and the road would be closed for 3 days.
- It was agreed to invite Essex Highways to a future Parish Council meeting to discuss road safety in the village.

**Action:** Clerk

- The 30mph sign that had been knocked down adjacent to the entrance to the allotments, had been recovered during the litter pick and a request will be submitted for this to be re-erected in its previous position.

**Action:** Clerk

- Following recent electrical works along Church Road, it was noted that small safety barriers had been discarded and needed to be removed.

**Action:** Clerk

**17/199 CHAIRMAN'S REPORT**

- The Chairman thanked the Clerk for organising the Litter Pick on 7<sup>th</sup> October, which had good support from residents.
- The Chairman also congratulated the Clerk on the excellent Newsletter recently distributed. A member of the public was permitted to address the meeting during this item and stated that the Newsletter was interesting and informative and looked forward to receiving future copies.
- The Chairman thanked Cllr Evans for his work in replacing the football and basketball nets on the playing field.

**17/200 INTEGRATED WASTE MANAGEMENT FACILITY**

At a meeting held in Coggeshall on 29<sup>th</sup> September, it was advised that Priti Patel MP would be submitting a request for planning permissions to be called in by the Secretary of State. It was also stated that Braintree District Council had changed their position on the planning applications and would not be objecting in the future. The Clerk was asked to obtain a statement from BDC in this respect.

**17/201 PLANNING MATTERS**

The Bungalow – it is understood that the building work taking place in the garden behind the Village Hall is permissible within development guidelines.

1. The Forge – see item 17/194
2. 17/01682/FUL | Erection of rear extension and garage conversion | Willow Cottage The Street Bradwell Essex CM77 8EH – no comments had been received from residents and Councillors raised no comments.
3. 17/01660/FUL | Conversion of barns into 1 no. 3 bedroom and 1 no. 5 bedroom dwelling with associated covered parking | Woodhouse Compasses Road Pattiswick Bradwell Essex CM77 8BB – no comments had been received from residents and Councillors raised no comments

**17/202 VILLAGE HALL REPRESENTATIVE REPORT**

Cllr Webb did not attend the meeting and no report was available.

**17/203 BRADWELL ENVIRONMENT**

- Holy Trinity Churchyard – the Chairman confirmed the working party had completed erection of the fence around the pond.
- Playing field
  - Replacement nets had been fitted (see 17/199)
  - Bollards were anticipated for delivery shortly and a working party will be formed to install.
- The Chairman reported that when he had visited the orchard to replace some of the supporting tree stakes, these had already been done. Councillors were

not aware of who had done this, but recorded their thanks. The Discovery apple tree had died and the Chairman will replace this shortly.

**Action:** Cllr Dunn

**17/204 PLAYING FIELD**

Cllr Kinder presented her inspection report for September. No remedial actions needed.

**17/205 CLERK'S REPORT**

The Clerk's Report was presented and there were no queries. The Clerk requested Councillors to consider projects for discussion and possible inclusion in the Budget 2018-19, the first draft of which will be presented to them next month.

**Action:** All

The Clerk explained the Assets of Community Value scheme and **it was agreed** the Clerk should prepare nominations in respect of the Playing Field and Allotments.

**Action:** Clerk

**17/206 NEIGHBOURHOOD PLAN**

The Chairman presented his draft outline for planning policies. The housing analysis is currently being worked on and the Chairman will forward a copy of the spreadsheet to Mr Michael Turner who will assist in this process.

**Action:** Chairman

Large scale maps of the parish to be available for the next meeting to assist in housing data gathering.

**Action:** Clerk

Councillors to consider planning policy suggestions and bring comments to November meeting.

**Action:** All

Following discussion, it was agreed that the topic groups will be discussed at forthcoming Parish Council meetings and members of the public who attend will be included in discussions. Consultation will then be carried out via the Newsletter. The next few meetings will focus on planning, followed by road safety. The Clerk will arrange a meeting with Jan Stobart of RCCE to discuss timetable for engagement of consultants.

**Action:** Clerk

**17/207 CORRESPONDENCE RECEIVED**

Finalised Annual Return and Audit. Clean report from external auditors, but deadline for publication of the document had been missed due to the original document not being received. An electronic copy had been provided.

**17/208 INVITATIONS RECEIVED**

Braintree District Funding Fair on 19<sup>th</sup> October – the Clerk will attend in the absence of Councillors.

**17/209 FINANCIAL MATTERS**

- a. Financial statement to 30<sup>th</sup> September 2017 was agreed. There were no queries.
- b. The list of items for payment was approved. **It was agreed** to add a further payment to the list in respect of the Annual Return and External Audit.
- c. Cheques approved and signed by Cllrs Dunn and Lockey as follows:

Invoice date	Payee	Amount	Cheque no
08/09/2017	EALC	45.00	800017
20/09/2017	Brit Labels	25.00	800018
30/09/2017	C A Marshall expenses	173.93	800019
30/09/2017	C A Marshall salary	295.77	800020
30/09/2017	HMRC	73.80	800021
28/09/2017	J & N Grass Cutting	4390.00	800022

04/10/2017	PKF Littlejohn LLP	240.00	800013
<b>Total</b>		<b>£5243.50</b>	

**17/210 Next meeting**

Confirmed for Monday 13<sup>th</sup> November 2017 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 6<sup>th</sup> November 2017.

**The meeting closed at 9.10pm**

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