

# Bradwell with Pattiswick Parish Council

Minutes of the Parish Council Meeting  
Held on 8<sup>th</sup> June 2015 7:30pm

**Present:** Councillors Cllr. T. Dunn  
Cllr. G. Lockey  
Cllr. M. Webb  
Cllr. G Pritchard  
Cllr. C. Evans  
Cllr. J. Bedford

**Also in attendance** Diane Jacob (Clerk)  
Sixteen Members of Public

- 15/122 Welcome and Apologies for Absence.**  
The Chairman Cllr T. Dunn welcomed everyone.  
Apologies for absence received and accepted from Cllr.B.Coutts.
- 15/123 Declaration of Interests**  
Received from Cllr. M. Webb, Cllr. G. Lockey, Cllr. J.Bedford regarding items 15/128 and 15/148. Cllrs to send declarations direct to Braintree District Council.
- 15/124 Public Participation session with respect of items on the agenda and other matters that are of mutual interest.**  
Members of the public spoke regarding the following;
- Grass cutting in the church yard
  - Picture history of Bradwell
  - Braintree & Witham items article regarding A120 Committee formation, very misleading.
  - Revisiting Standing Orders without conferring Cllr Dunn responded the member of the public objected.
  - A member of the public raised issues regarding the Chairman.
- 15/125 District And County Councillors to address the Members if present.**  
None present
- 15/126 Vote to Suspend Standing Order 9 (b)**  
To revisit Council Policies item 15/102 Item A - Standing Orders  
(REVISITED SPECIAL MOTION)  
Also to Suspend Standing Order to revisit item 14/111 minutes date 10th March **2014**.  
Proposed by Cllr. M. Webb, seconded by Cllr. T. Dunn, all in favour, resolution passed.
- 15/127 Standing Orders**  
We resolve to revert Model Standing Orders published by NALC.  
Proposed by Cllr.M.Webb, seconded Cllr,G.Lockey, all in favour resolution passed.
- 15/128 Custodian Trustee for Bradwell Village**  
We resolve to be a responsible custodian trustee for the village hall and to act in accordance with the public trustees act 1906 s4 2d which states "The custodian trustee shall concur in and perform all acts necessary to enable the managing trustees to exercise their powers of management.  
The Chairman decided to call an extraordinary meeting at a later date when the requisite number of eligible members would be present.

- 15/129 To confirm the minutes of the Annual Meeting held on 18<sup>th</sup> May 2015**  
Proposed by Cllr. G. Lockey, seconded by C.Evans, all in favour resolution passed  
**To confirm the minutes of the Parish Council Meeting held on 18<sup>th</sup> May 2015.**  
Proposed by Cllr.G.Pritchard, seconded by Cllr. C.Evans, all in favour resolution passed
- 15/130 Chairman's Report**  
Chairman outlined the Councils powers with respect to resolutions 15/135, 15/136. 15/137 and 15/144.
- 15/131 Declaration of Acceptance of Office**  
To be signed by Cllr. B.Coutts  
Clerk confirmed that Declaration of Acceptance of Office had been signed and received.
- 15/132 Policies to be reviewed.**  
**Item 1.** The Community Resilience Plan (Emergency Plan) - To elect community emergency co-ordinator. Clerk to update plan for adoption, to be on next agenda.  
Policy to be re-adopted.  
Cllr.C.Evans was elected Emergency Plan Co-Ordinator  
Proposed by Cllr.G.Lockey, seconded by Cllr.G.Pritchard, all in favour  
**Item 2.** LGPS(Local Government Pension Scheme) Discretions Policy Statement  
Deferred to July meeting – Councillors asked for more time to read the documentation.
- 15/133 Training**  
Day or Evening training available from EALC at £265.00 proposed by Cllr.T.Duun, seconded by Cllr.G.Lockey, all in favour  
Clerk to contact EALC to obtain available dates for evening training.
- 15/134 To elect a Bradwell Pit Liaison Representative**  
To attend Bradwell Pit Liaison Meetings and report back to Parish Council  
It was proposed to elect Cllr.M.Webb, proposed by Cllr.T.Dunn, seconded by Cllr.C.Evans, all in favour, resolution passed.
- 15/135 Proposed Speed Reduction in Pattiswick**  
We resolve to support the petition from the residents of Pattiswick to a 30mph speed limit on Doghouse Lane and will negotiate with the relevant Highways Authority accordingly.  
Proposed by Cllr.T.Dunn, seconded by Cllr. G.Lockey, all in favour, resolution passed
- 15/136 Pond In Church Yard**  
We resolve to petition the relevant Highway Authority to ensure that rainwater flowing off Church Road at a point outside the Church Gate does not damage recent graves.  
Proposed by Cllr.T.Dunn, seconded by Cllr. G.Lockey, all in favour, resolution passed
- 15/137 A120 Drains.**  
We resolve to support the petition from a member of the public regarding noisy/loose/broken drain covers along the A120 and will negotiate with the relevant Highways Authority accordingly  
Proposed by Cllr.T.Dunn, seconded by Cllr. G.Lockey, all in favour, resolution passed  
Working Party to contact Highways to arrange a site meeting.
- 15/138 Winter Salt Bag Partnership Scheme**  
To confirm if Bradwell Parish Council would like to take part in this scheme.  
This item to be deferred until July – Clerk to investigate how much salt the Parish Council already retains.
- 15/139 BRADWELL ENVIRONMENT**  
**ITEM 1.** Playing-field (Verbal report by Cllr. J. Bedford).

No report given, as no inspection has taken place this month by Cllr. J.Bedford

**ITEM 2.** Public Footpaths (Verbal report by Cllr. Pritchard)

Footpath Number 7 still needs clearing and footpath number 53 between Cut Hedge Lane to Sheepcotes Lane very overgrown.

**15/140**

**Planning Matters**

No applications to consider.

**15/141**

**Financial Matters:**

1) FINANCIAL STATEMENT FOR MAY 2015.

(ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE).

	Cheque No.	Total
Village Hall Hire Inv.No.13 (for 6/5/2015)	100956	20.00
Essex Pension Fund for May	100957	57.01
D. Jacob (Salary for May)	100958	242.47
D. Jacob (Expenses for May)	100959	22.56
02 Mobile Phone (For June)	DD	17.62
Aon Uk Limited (Insurance)	100960	207.59

Proposed by Cllr. T.Dunn, seconded by Cllr.J.Bedford, all in favour, resolution passed.

Monthly Budget Statement was issued by the Clerk.

**15/142**

**Village Hall Representative Report**

Nothing to report

**15/143**

**Clerks Report**

Received and noted

**15/144**

**Grass Cutting**

The Parish Council does have the relevant powers and permission to cut the grass in the church yard and playingfield. The Parish Council does not have any powers to cut the grass on land it does not own without permission of the landowner.

We resolve that those elements of the grass cutting "Contract" for which the Parish Council does not have the relevant permissions are declared void and the clerk to advise the contractor accordingly. Clerk to write letter to contractors.

Cllr M.Webb delegated to contact the contractor regarding grass cutting in the church yard.

Proposed by Cllr.M.Webb, seconded by Cllr.G.Lockey, all in favour, resolution passed.

**15/145**

**Memorial**

Item 1. Memorial Tree for ex Cllr. B. Biggs – Progress report from the Clerk on request to Highways Authority to site the tree. Clerk confirm permission has been granted.

Item 2. Memorial Plaque for ex Cllr. Biggs. Report from the Clerk on the cost of a plaque previous minute number 15/032. Clerk to obtain two further quotes.

Item 3. Memorial Seat for Mrs J. Hill Progress report by Cllr Evans on negotiations with the Church authorities. Cllr.Evans reported that a meeting had taken place, the Parish Council can site a Memorial seat in the church yard free of charge.

- 15/146 Storage of Parish Council Documents**  
**Item 1.** To consider archiving general correspondence, etc files with Essex Records Office  
Clerk to contact Essex Records Office.  
Proposed by Cllr. T.Dunn, seconded by Cllr. G.Lockey, all in favour resolution passed  
**Item 2.** To ask permission from the Village Hall Management Committee whether they would be agreeable to storing a large storage/filing unit 1880h x 800w x450d for the storage of Parish Council Papers which are confidential and not yet ready to be stored at the Essex Records Office and which do require frequent access.  
Clerk to write a letter to Village Hall Management Committee to make a request.  
Proposed by Cllr.T.Dunn, seconded by Cllr. G.Pritchard, all in favour, resolution passed.

**15/147 CONFIDENTIALITY NOTICE**

This transmission is intended solely for the addressee(s) and may be confidential. If you are not the named addressee, or if the message has been addressed to you in error, you must not read, disclose, reproduce, distribute or use this transmission.

Delivery of this message to any person other than the named addressee is not intended in any way to waive confidentiality. If you have received this transmission in error please contact the sender or delete the message.

Thank you.

The contents and any files transmitted with it are private and confidential and intended solely for the use of the individual or entity to whom it is addressed.

This footnote also confirms that it has been scanned for viruses but you must ensure that onwards transmission, opening or use of this e-mail message and any attachments will not adversely affect your system. No responsibility shall be accepted by the sender.

Proposed to adopt the above statement to be placed on e-mails.

Proposed by Cllr. T. Dunn, seconded by Cllr.J.Bedford, all in favour, resolution passed

- 15/148 Grant**  
To consider a request for a grant, received from the Village Hall Management Committee for £9,500.00.  
As the meeting would not be quorate if this item were taken, it was decided not to take this item but to call an extraordinary meeting at a later date when the requisite number of eligible members would be present.

**Not an agenda item - Vote to Suspend Standing Orders**

Proposed by Cllr. T. Dunn, seconded by Cllr. J. Bedford, all in favour.

- 15/149 Complaint received by a member of the Public**  
We never got to dealing with the member of public's complaint as she indicated that she had attempted to pervert the course of the Council's proceedings.  
An e-mail intended for the Clerk was read out.  
The member of public who had sent the e-mail confirmed that she had sent the e-mail and that it was intended for the Clerk.  
The content of the e-mail required an Employment Committee Meeting to be arranged as soon as possible to allow the Clerk to comment in confidence.

- 15/150 Date of Next Meeting**  
**Monday 13<sup>th</sup> July 2015**

Meeting closed at 8.55pm.

Signed .....

Date: 13<sup>th</sup> July 2015

Page 4

John Bedford had resigned from the Village Hall Committee and had informed the District Monitoring Officer.

A member of the public had previously asked whether a sign to the "Village Hall" could be placed on the A120. Chairman to speak to the Highway Agency.

Amendment proposed by Cllr. Lockey, seconded by Cllr. Evans, all in favour.