

# Bradwell with Pattiswick Parish Council

## Minutes of the Parish Council Meeting

held on 14<sup>th</sup> September 2015 at 7.30pm in Bradwell Village Hall

**15/181 Present:** Councillor T Dunn – Chairman  
Councillor G Lockey  
Councillor J Bedford  
Councillor C Evans  
Councillor M Webb

**In attendance:** Mrs C Marshall (Clerk & Responsible Finance Officer)  
Two members of the public

**Apologies:** Councillor G Pritchard

The Chairman opened the meeting and welcomed those present. Apologies had been received from Cllr Pritchard and were accepted. The Chairman confirmed he had received an update from Cllr Pritchard on agenda items for which he had actions and these would be reported under the individual agenda items.

The Chairman announced that he had received a letter of resignation from Cllr Barbara Coutts, effective immediately. Cllrs wished to express their thanks to Mrs Coutts for her previous service.

**15/182 Declarations of Interest**  
Item 15/192 Cllrs Lockey and Webb  
Item 15/190d Cllr Webb

**15/183 Public Participation with respect of items on the agenda and other matters of mutual interest**

A resident of Bradwell advised that she has almost completed a First Aid course and is being trained to use a defibrillator. She confirmed that she is agreeable to being included within the list of trained personnel in the Resilience Plan for emergency purposes. Information regarding the purchase of a defibrillator, which includes training for up to 10 people, was handed to the Chairman for consideration.

**Action:** Clerk to check insurance position and add to October agenda for consideration.

**15/184 District Councillors**

No District Councillor was present, but the Chairman reported on item a) and Cllr Evans on item b):

- a) Repairs to Hollies Road have now been completed.
- b) School transport – This issue has been raised with Essex County Council, but there is no indication that ECC will change their position. It was agreed that the Chairman should invite Lady Patricia Newton to attend the next Parish Council meeting to enable full discussion.

**Action:** Chairman to issue invite to Lady Newton

**15/185 Previous Minutes**

The minutes of the meeting held on 13<sup>th</sup> July were agreed as a correct record. These had not been placed on the notice boards by the previous Clerk, but they had appeared in the Parish Magazine.

**Proposed** Cllr Webb,  
**seconded** Cllr Lockey, all in favour,  
**signed** by the Chairman

**15/186 Chairman's Report**

The Chairman welcomed the new Parish Clerk & Responsible Finance Officer, and this was supported by the Councillors.

The Chairman advised that although the previous Clerk had returned equipment and files, it was felt that a lot of information was missing. The new Clerk was instructed to write formally to the previous Clerk and previous Chairman asking them to return all documents and any items or information that may be in their possession relating to Bradwell with Pattiswick Parish Council within 2 weeks.

**Action:** Clerk to write to Mrs Jacob and Mr Harden

**15/187 Bradwell Environment**

- a) Playing field – Cllr Bedford presented his inspection report and was pleased to report that all aspects of safety and cleanliness were satisfactory. The loose nuts to the climbing frame have been checked and tightened in line with the RoSPA recommendations.

**ACTION** - The Clerk was instructed to prepare a list of ROSPA recommendations included within their recent inspection together with details of what will be required to fulfil these.

- b) Cllr Bedford also confirmed that he would accept responsibility to undertake monthly inspections.
- c) Playing field lease- the Chairman advised that this was not available in documentation received. If it is not within those items mentioned in 15/186, a copy will be requested from Strutt & Parker, which may involve a cost.
- d) Public Footpath 16 – to await 15/186
- e) Definitive plan of public footpaths – to await 15/186
- f) Notice boards – The clerk will monitor any further damage to these.

**ACTION:** Clerk to obtain costs for replacement locks

- g) Response awaited from Braintree District Council

**ACTION** – Clerk to chase

**15/188 Memorial**

- a) The Chairman confirmed that Mrs Biggs had collected the plaque
- b) Cllr Evans confirmed that he is awaiting final details for positioning the memorial seat for Mrs Hill in the Churchyard from Mr Hill. There appears to be some confusion regarding paperwork that may be required before this can be completed. In the meantime the seat is held safely by Barlow Tyrie.

**ACTION** – Cllr Evans to clarify with the Church Warden

**15/189 Parish Plan**

To be referred to the Working Party.

**15/190 Roads**

- a) A120 –
- i) Cllr Evans will look at the planning conditions imposed when the petrol station was constructed and speak with both the site manager and BP if necessary.

**ACTION** - Cllr Evans to update at next meeting

- ii) Cllr Webb confirmed that the Highways Authority undertook an inspection and have rectified. Cllr Webb thanked for her speedy action.
- b) Flooding to Church Road (by Holy Trinity Church) – it appears that an application will need to be submitted to alter the water course.

**ACTION** – To be referred to the Working Party

**ACTION** – Clerk to ascertain legal position and report back to the Working Party

- c) Speeding in Pattiswick – an application for positioning equipment has been submitted.
- d) Tippets Wade – Cllr Webb was asked to obtain copies of any correspondence or drainage plans that may be available from the resident. The matter will then be referred back to the Parish Council for further action that may be required to rectify.

**ACTION** - Cllr Webb to update by next meeting

- e) Verge at junction of The Street and Chapel Rise – initially Cllr Bedford will speak with the resident/s on whose land this is included to determine what needs to be done.

**ACTION** – Cllr Bedford to update by next meeting

#### 15/191 **Planning**

ESS34/15/BTE – Parish Councillors were concerned that yet another variation had been submitted, and particularly the effects of output (atmosphere, toxins and water leaching), mix of substances being incinerated and increased volume of heavy vehicles.

**ACTION** – Chairman to draft response for comment by Cllrs and submission by Clerk on 16<sup>th</sup> September

Cllr Lockey drew attention to the Facebook account of “Bradwell and Stisted on-line community” which has a lot of comment and information regarding this planning matter.

No comments regarding planning applications:

15/00993/FUL

15/00883/FUL

15/00749/FUL

#### 15/192 **Village Hall Representative’s report**

Cllr Webb advised that the improvements to the Village Hall had been very favourably received by all who had visited.

#### 15/193 **Clerk’s Report**

Received by Chairman and Vice-Chairman. Contents noted.

**ACTION** – Clerk to forward to all Cllrs

Haven Gateway Partnership – it was agreed that Cllr Bedford will attend.

**ACTION** - Clerk to pass paperwork to Cllr Bedford and to confirm attendance to HGP

#### 15/194 **EALC AGM**

Unfortunately no Councillors available to attend.

#### 15/196 **Grant Applications**

- a) Churchyard improvements £340.00 -

**Proposed** Cllr Lockey,

**seconded** Cllr Webb, all in favour

**ACTION** – Clerk to confirm to The Rev. Davey and arrange payment upon receipt of formal invoice

**ACTION** - The Chairman to speak to Patrick Wigg (Blackwater Aggregates) to advise

- b) Essex Air Ambulance – donation of £50.00 (section 137 expenditure), especially as this service has attended in the Parish three times in the last few months.

**ACTION** – Clerk to prepare payment and covering letter

Cllr Evans left the meeting

15/196	<p><b>Financial matters</b></p> <p>a) RCCE - expenditure necessary to join the Parish Plan Networking Group at £40.00 plus VAT (total £48.00) <b>Approved.</b></p> <p>b) Draft Financial Statement for August/September 2015 issued, subject to receipt of bank statements.</p> <p>c) Expenditure for Clerk's training prior to registering for the CiLCA <b>approved:</b></p> <table data-bbox="432 394 991 495"> <tr> <td>Council finance</td> <td>£47.00</td> </tr> <tr> <td>FOI &amp; Data Protection</td> <td>£47.00</td> </tr> <tr> <td>New Clerks' Information Briefing</td> <td>£47.00</td> </tr> </table> <p>d) purchase of Local Council Administration by Charles-Arnold-Baker 9th Edition at £55.00 plus delivery</p> <p>e) Expenditure for Clerk's training to attend EALC courses <b>approved:</b></p> <p>f) Cheques for signature</p> <p style="text-align: right;"><b>ACTION</b> - Clerk to action all points as appropriate  <b>ACTION</b> - grass cutting tenders for 2016 to be added to October agenda items</p>	Council finance	£47.00	FOI & Data Protection	£47.00	New Clerks' Information Briefing	£47.00
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15/197	<p><b>Next meeting</b></p> <p>Confirmed for 12<sup>th</sup> October 2015 at 7.30pm in the Village Hall, Church Road, Bradwell.</p> <p style="text-align: right;"><b>ACTION</b> - Items for agenda to be sent to Parish Clerk by 12 noon, Monday 5<sup>th</sup> October</p>						
	<p><b>The meeting closed at 9.15 pm.</b></p>						