



BRADWELL-ON-SEA PARISH COUNCIL

Ms Kelly Andrews, Clerk to the Council
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COUNCIL MEETING

Members are summoned to attend the Bradwell-on-Sea Council Meeting to be held on Monday 20 October 2025 at 7.30pm at Bradwell Village Hall to transact the business as shown on the agenda.

K Andrews

Clerk to the Council
14 October 2025

Cllr H Baker (Chairperson)
Cllr J Meehan

Cllr M Neall
Cllr P Davidson

Cllr M Martin
Cllr D Allen

Note to Councillors: If you are unable to attend the meeting, please telephone your apologies to the Clerk on 07903 312394 or email Clerk@bradwellonsea-pc.gov.uk

AGENDA

25/114 WELCOME to the Bradwell-on-Sea Parish Council Meeting of 20 October 2025.

A reminder to everyone in attendance and who will be participating in the meeting that they may be filmed, recorded, photographed, or otherwise reported about.

25/115 APOLOGIES FOR ABSENCE

25/116 MEMBERS DECLARATION OF INTERESTS

Members are invited to declare Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests relating to items on this agenda.

25/117 DISPENSATIONS

To consider member's applications for dispensations.

25/118 MINUTES OF THE LAST MEETING

To approve as a correct record, the minutes of the meetings held on 15th September 2025.

25/119 PUBLIC FORUM

(This session will not exceed 15 minutes – unless otherwise directed by the Chair - no individual to speak for longer than 3 minutes on any one issue) An opportunity for members of the public and press to speak about items on the agenda and to raise other issues.

25/120 FINANCE

- To receive the bank reconciliations as at 30th September.
- To receive the comparison of Actual to Budgeted for 2025/2026
- To resolve to approve the following payments and transactions for October 2025 and to agree a transfer of funds to meet the Parish Council financial requirements.

October Payee	Purpose	Method	£ Gross	£ PAYE	£ Paid
Salaries	Month of October	BACS	850.06	138.40	711.66
			Net	VAT	Gross
EALC	Chairperson's Training Days 1 & 2	BACS	250.00	50.00	300.00
Maldon District Council	Community Engagement Services	BACS	389.16	77.83	466.99
LetchWood	Internal Audit 2024/2025	BACS	140.00		140.00
Mrs Sue Spiers	Village Sign - Repaint	BACS	25.70		25.70
M A Jones	Caidge Row Wall Repair	BACS	840.00		840.00

25/121 UNITY TRUST BANK SIGNATORY

To resolve to consider a third signatory to authorise payments through Unity Trust Bank and any actions required.

25/122 MARY BROWN TRUST

- a) To resolve to transfer the funds required to purchase the Christmas hampers.
- b) To resolve to appoint a representative for the Mary Brown Trust

25/123 PLANNING

Applications received from Maldon District Council.

To respond as a consultee.

25/00856/HOUSE

Proposed new access entrance with the addition of timber gates with timber posts, removal of existing trees

The Old Rectory East End Road Bradwell-on-sea

Appeals

NONE RECEIVED

Decisions advised by MDC

25/00593/FUL PP-14073784

Proposed location of Beacon Structure on land at seaward entrance to marina

Bradwell Marina Waterside Road Bradwell-On-Sea

APPLICATION WITHDRAWN

25/00780/DEMPA

Prior notification for the demolition of prefab house and ancillary outbuildings.

Ashridge Downhall Beach Bradwell-on-sea

PRIOR APPROVAL NOT REQUIRED

25/00820/DD

5 day notice for T25 – Horse Chestnut – Reduce limbs by 2m in length originating at the fork above the east side cavity and T1 – Lime – Pollarded back to trunk, remove limbs.

APPROVED

25/124 THE CRICKETERS PUBLIC HOUSE

A resident raised concerns regarding the condition of the Cricketers Public House building.

To resolve to consider these concerns and any actions required.

25/125 HIGHWAYS & PUBLIC FOOTPATHS

To report any new highways or public footpath defects and to report any repairs or updates on existing defects.

25/126 GROUNDSMAN

Report from the groundsman.

25/127 VILLAGE HALL & PLAY AREA

- a) Resolve to receive an update from the village hall committee
- b) Resolve to receive an update/reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on.
- c) To resolve to discuss the outside tap and the fitting of a water meter in order for the groundsman to be able to carry out his duties successfully.
- d) Children's Play Area Maintenance

25/128 VILLAGE HALL/PARK CHECKLIST & VILLAGE HALL MAINTENANCE SCHEDULE

To resolve to receive an update regarding the routine checklist and maintenance schedule of the village hall.

25/129 TREE SURVEY REPORT

- a) To resolve to receive an update regarding the urgent tree works required following the recent tree survey report carried out by Moore Partners Limited.

25/130 RAF BRADWELL BAY WAR MEMORIAL

Correspondence has been received from an RAF Bradwell Bay representative regarding the names displayed on the war memorial.

To resolve to consider the request and any actions required.

25/131 NOTICES, MEETINGS AND TRAINING COURSES.

Training courses offered by the EALC for councillors can be booked via the Clerk.

To receive and consider reports on and minutes of meetings attended or information relating to meetings coming up.

PARISH COUNCIL FORUM – Thursday 6th November - 2pm till 4pm - Maldon Town Hall – Cllr H. Baker and Clerk to attend

PARISH CLERKS INFORMAL NETWORKING - Thursday 6th November - 1pm till 2pm - Maldon Town Hall – Clerk to attend

BRADWELL LCLC MEETINGS – To be confirmed – Cllr M. Neall to attend

CHAIRPERSONS TRAINING Day 2 – Saturday 20th September Cllr H. Baker to attend

25/132 REMEMBRANCE DAY – TUESDAY 11th NOVEMBER

Remembrance Day will be observed on Sunday 9th November with a service at St. Thomas' Church.

To resolve to consider the purchase of a poppy wreath to lay on behalf of the Bradwell-on-Sea parish Council.

To resolve to agree who will attend the remembrance service and lay the poppy wreath.

25/133 DISTRICT & COUNTY COUNCILLORS REPORT

To receive a report from the District Councillor.

25/134 VILLAGE DEFIBRILLATOR

- a) To resolve to receive an update on first aid training.
- b) To resolve to receive an update on the progress of the installation of the new defibrillators at St. Cedd's School and St. Peter's Chapel.

25/135 VILLAGE HALL LEASE

To resolve to receive an update on the village hall lease and to schedule a meeting between the parish councillors and village hall committee.

25/136 CHURCH WALL REPAIRS

- a) The remainder of the church wall requires repair due to general deterioration.
To resolve to receive an update on the next phase of repair.
- b) To resolve to consider the repairs to 1, Caidge Row

25/137 VEHICLE NUISANCE AND SPEEDING

A resident has expressed concerns that there is excessive speeding and noise throughout Bradwell on Sea Village, particularly groups of visiting vehicles.

To resolve to receive an update following the agreed actions.

25/138 BIO-DIVERSITY DUTY

To resolve to receive an update of what is required of Bradwell on Sea Parish Council to assist with improving local environmental and climate concerns and consider the options.

25/139 DATE OF NEXT MEETING

The next meeting will be held on Monday 17th November 2025 at 7.30pm in the Parish Room of Bradwell Village Hall. However, this may change dependent on planning applications received or other urgent business that may arise.

25/140 NOTICE OF ITEMS TO BE TAKEN INTO CONSIDERATION AT THE NEXT MEETING

If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before Friday the 7th of November.

25/141 EXCLUSION OF THE PRESS AND THE PUBLIC

To resolve that under the Public Bodies (Admission to Meetings) Act 1960 s.1(2), the public and press be excluded from the meeting for agenda items 25/142 to 25/145 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

25/142 EMPLOYEE CONTRACTS & DUTIES

To resolve to review the employee contract for the groundsman and the responsibilities required to maintain the village property and assets.

To resolve to agree a date for staff appraisal and review.

25/143 VILLAGE HALL LEASE

To resolve to review any financial decisions to be made concerning the terms of the latest edition of the Village Hall Lease.

25/144 URGENT TREE WORKS QUOTATIONS

To resolve to consider the quotations received from contractors regarding the urgent tree works.

25/145 YOUTH SHELTER QUOTATIONS

To resolve to consider the quotations received to replace the damaged youth shelter.

25/146 CLOSURE

To close the meeting having considered and determined all items of business.