

# BRADWELL-ON-SEA PARISH COUNCIL

Minutes of the Bradwell-on-Sea Parish Council Meeting  
held on Monday 15 September 2025 at 7.30pm at Bradwell Village Hall.

PRESENT: Cllr H Baker (Chairperson) Cllr M Neall Cllr M Martin  
Cllr J Meehan Cllr P Davidson Cllr D Allen

Members of the public: Ten

Chairperson: Cllr H Baker

## **25/86 WELCOME to the Bradwell-on-Sea Parish Council Meeting of 15 September 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.

## **25/87 APOLOGIES FOR ABSENCE**

None.

## **25/88 COUNCILLOR VACANCY CO-OPTION**

A selection interview had been held prior to this meeting for the councillor vacancy. Two candidates were interviewed.

RESOLVED: Councillors voted by anonymous ballot. The result was a split vote.

Cllr H. Baker had the casting vote. to co-opt Michelle Hazell as a councillor for Bradwell-on-Sea.

Michelle Hazell joined the meeting as councillor.

Cllr H. Baker thanked the other candidate for his time and explained that should a vacancy occur in the future the Clerk will contact him.

## **25/89 MEMBERS DECLARATION OF INTERESTS**

None.

## **25/90 DISPENSATIONS**

None.

## **25/91 MINUTES OF THE LAST MEETING**

RESOLVED: To approve as a correct record, the minutes of the meetings held on 21<sup>st</sup> July 2025.

Agreed. Unanimous decision.

## **25/92 PUBLIC FORUM**

- Further to the complaints from residents regarding the vehicle nuisance and speeding in the village, a resident explained that he had contacted John Whittingdale and he was waiting for a response from Roger Hirst, the Police, Fire, and Crime Commissioner for Essex.  
The resident continued to report that he had also enquired about the siting of cameras on the 60mph of Waterside Road but had been advised that due to the safety of the police officers, mobile speed cameras would not be placed on a 60mph road. In answer to this the resident questioned the safety of the residents.  
The resident had been advised to dial 999 if the speeding does become a nuisance, which he felt was a waste of resources.  
The resident had received an email from James Freeman, the inspector from North Roads police unit, who explained that he is constrained by the available resources where only two to three police vehicles are available at any one time, covering everything from Bishops Stortford to Frinton and then down to Chelmsford, Maldon, Bradwell-on-Sea and Latchingdon. The resident sent this email to John Whittingdale and is waiting for a reply.  
Cllr M. Neall explained that he is currently working on a proposal to the village regarding the proposed speed limits throughout the village, replacing the 60mph to 40mph. Extending the 30mph to St. Peters Chapel. Cllr M. Neall has produced some petitions to be circulated and proposes that email addresses of signatories are obtained to keep them updated with the progress of the project.  
Once collated, the results will be sent to Essex County Council Highways and Essex Police.

Cllr P. Davidson queried if a request was being made to make the speed limit of the main village was going to be changed to 20mph.

Cllr M. Neall proposed that the request could be that the current restricted times for 20mph were extended.

- Cllr J. Meehan wished to report the appalling deterioration of the former Cricketers Public House building.

Cllr D. Allen notified the councillors that a member of the public forum, had further information regarding this concern. He invited the member of public to speak.

The member of the public forum advised the councillors that the building had been listed as a asset of community value since the pub closed and therefore for five years the building has to stay as a pub. He further explained that there is a person living there and under planning laws there should not be anyone residing in the building if it is no longer a public house.

- A resident of 1, Caidge Row reported that he has a damp problem in the wall of his house, which is also part of the church wall.

The resident had asked for a quote to repoint the wall and when he asked David Thorpe for permission, David explained that the wall belongs to the church and that Bradwell-on-Sea Parish Council would need to meet the expenses for this repair.

- A resident of East End Road reported that his listed external wall on the border of his property had also been damaged, which was due to the flood water from the drain outside of the school. He felt that he should not be liable for that damage.

Cllr M. Neall advised to report the damage to ECC Highways.

Cllr M. Martin explained that he had investigated the drainage in East End Road and explained that it is a 150mm clay drain which runs along East End Road, meeting with drain that runs along the High Street and then finishes at the pumping station. The soak aways are not listed on the map, but it is assumed that there would be a sump at the bottom and a pipe that goes into this drain, which is blocked. Would Bradwell-on-Sea Parish Council consider obtaining quotations from contractors to carry out the clearance of the drains instead of repeatedly asking Essex County Council Highways.

- A resident reported that the Maldon/Bradwell Road was suffering from subsidence and as a result, has huge dips in the road.

Cllr H. Baker advised the resident to report the defect to ECC Highways.

## 25/93 FINANCE

- RESOLVED: To receive the bank reconciliations as at 31<sup>st</sup> July and 31<sup>st</sup> August 2025. Agreed. Unanimous decision.
- RESOLVED: To receive the comparison of Actual to Budgeted for 2025/2026. Agreed. Unanimous decision.
- RESOLVED: To approve the following payments and transactions for September 2025 and to agree a transfer of funds to meet the Parish Council financial requirements. Agreed. Unanimous decision.

August			£	£	£
Payee	Purpose	Method	Gross	PAYE	Paid
Salaries	Month of August	BACS	711.64	110.80	600.84
			<b>Net</b>	<b>VAT</b>	<b>Gross</b>
Upson Mowers Limited	Mower Servicing	BACS	275.40	55.08	330.48
Maldon District Council	Playground Inspection	BACS	65.10	13.02	78.12
London Hearts	Defibrillator - St. Peter's Chapel	BACS	1159.20		1159.20
Moore Partners Ltd	Tree Survey	BACS	770.00		770.00
Glasdon UK Limited	2 x Benches	BACS	1170.00	234.00	1404.00
HMRC	PAYE & NI	BACS	166.33		166.33
BT	Broadband	DD	39.44	7.89	47.33
Unity Trust Bank Plc	Bank Charges	DD	6.00		6.00

September			Gross	PAYE	Paid
Payee	Purpose	Method	Gross	PAYE	Paid
Salaries	Month of August	BACS	1465.94	217.54	1248.40
			<b>Net</b>	<b>VAT</b>	<b>Gross</b>
BT	Broadband	DD	39.44	7.89	47.33
Unity Trust Bank Plc	Bank Charges	DD	6.00		6.00

S. Dewick	Fuel Reimbursed	BACS	36.20		36.20
P. Davidson	Bench Fittings - Reimbursed	BACS	29.35	5.87	35.23

**25/94 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25 PART 3 (AGAR)  
ANNUAL INTERNAL AUDIT REPORT 2024/25**

RESOLVED: To receive the Internal Auditors annual written report and completion of page 3 of the AGAR.

Agreed. Unanimous decision.

**25/95 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25 PART 3 (AGAR)  
Section 1 – ANNUAL GOVERNANCE STATEMENT 2024/25**

Members had been issued with a copy of the AGAR.

RESOLVED: To approve the Annual Governance Statement. Agreed. Unanimous decision.

**25/96 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25 PART 3 (AGAR)  
Section 2 – ACCOUNTING STATEMENTS 2024/25**

Members had been issued with a copy of the AGAR

RESOLVED: That members considered the Accounting Statements at the meeting. Agreed. Unanimous decision.

RESOLVED: That the Accounting Statements be approved. Agreed. Unanimous decision.

RESOLVED: To ensure that the Accounting Statements are signed and dated by the Chairperson. Agreed. Unanimous decision.

**25/97 PLANNING**

**Applications received from Maldon District Council.**

**To respond as a consultee.**

**25/00780/DEMPA**

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

Ashridge Downhall Beach Bradwell-on-sea

RESOLVED: Bradwell-on-Sea Parish Council supported this application. Agreed. Unanimous decision.

**25/00719/FUL**

Proposed demolition of existing dwelling, double garage and stable and construction 5 new chalet bungalows

RESOLVED: Bradwell-on-Sea Parish Council did not support this planning application. Agreed. Unanimous decision.

**Appeals**

**NONE RECEIVED**

**Decisions advised by MDC**

**25/00638/HOUSE**

Construction of outdoor swimming pool

Well Cottage High Street Bradwell-on-sea

**APPROVED**

**25/00769/ESS**

Proposed installation of new heating plant (Air Source Heat Pump) and extension to existing plant room

Bradwell Outdoor Centre Bradwell Field Studies And Sailing Centre Waterside Road Bradwell-On-Sea.

**APPROVED**

**25/00565/TCA**

T1 – Robinia Pseudoacacia – Fel

New Hall, High Street, Bradwell-on-Sea.

## **ALLOWED TO PROCEED**

### **25/98 HIGHWAYS & PUBLIC FOOTPATHS**

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

Cllr D. Allen advised that there is a hole that has appeared opposite The Green Man Public House and that this has been reported to Highways. Cllr D. Allen will send the Clerk the What3Words and the picture that was taken of the defect.

Cllr D. Allen also reported that the white finger post at the junction of Woodyards/Waterside Road is damaged. Cllr M. Neall will investigate who owns this finger post and inform the Clerk.

Cllr D. Allen reported that the vegetation was encroaching on the footpaths coming into the village outside of the properties of, Ancora on South Street and the property on the junction of Woodyards and Waterside Road. The Clerk will write a letter to the residents.

The drainage system of Bradwell village is an ongoing issue. The Clerk to obtain quotations from private drainage companies to clear the drains.

### **25/99 GROUNDSMAN**

RESOLVED: No report provided for this month.

### **25/100 VILLAGE HALL & PLAY AREA**

- a) RESOLVED: To review the Play Area Inspection Report and to discuss any actions required. The moderate risk items reported were:
- Basketball Hoop
  - Youth Shelter
  - Grounding chains of climbing play equipment.
- The Basketball Hoop is being replaced by an insurance claim.
- Cllr M. Neall suggested that the youth shelter is replaced by a new structure and grant funding is obtained for a new structure.
- Cllr P. Davidson repaired the chains and then they were further vandalised. He will repair again.
- b) Update from the village hall committee. No update has been provided.
- c) Update/reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on. RESOLVED: The CCTV camera and solar panel need refitting. Cllr M. Neall is waiting for the camera and solar panel to be returned from Roger Scurrall.
- d) RESOLVED: To discuss the outside tap and the fitting of a water meter for the groundsman to be able to carry out his duties successfully.

### **25/101 VILLAGE HALL/PARK CHECKLIST & VILLAGE HALL MAINTENANCE SCHEDULE**

RESOLVED: To receive an update regarding the routine checklist and maintenance schedule of the village hall.

### **25/102 TREE SURVEY REPORT**

- a) RESOLVED: To review the Tree Survey Report carried out by Moore Partners Ltd.
- b) RESOLVED: To discuss the actions required regarding the urgent tree works found in the Tree Survey Report. David Thorpe is applying to the Diocese of the church for permission and Maldon District Council have approved the request for urgent tree works.

### **25/103 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.

**CHAIRPERSONS TRAINING Day 2** – Saturday 20<sup>th</sup> September Cllr H. Baker to attend

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

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

**BRADWELL LCLC MEETINGS** – Wednesday 24<sup>th</sup> September – Cllr M. Neall to attend.

**CHAIRPERSONS TRAINING Day 1** - Saturday 13<sup>th</sup> September – Cllr H. Baker reported that she found the course very informative and encouraged other members to sign up to councillor training. Cllr H. Baker was looking forward to attending Day 2 of the Chairpersons Training.

#### **25/104 DISTRICT & COUNTY COUNCILLORS REPORT**

District Councillor, Matthew Neall reported that the largest item to report was the local government reorganisation and that within the next two years a mayor of Essex will be in position and district councils will disappear. There will be a number of unitary authorities, which may consist of three, four or five unitary authorities but Essex County Council are favourable for three unitary authorities.

If three unitary authorities are approved, then this will consist of Maldon, Chelmsford, Brentwood, Epping Forest and Harlow.

The government will make the final decision regarding the unitary authorities.

District Councillor Matthew Neall also reported that the Dengie Wind Farm Project has a follow up meeting scheduled for the 1<sup>st</sup> of October.

#### **25/105 VILLAGE DEFIBRILLATOR**

- a) RESOLVED: To receive an update on first aid training. No first aid training has been booked at the time of the meeting. The parish councillors are waiting on suggested dates from Roger Scurrrell.
- b) RESOLVED: To consider that the parish council funds the first aid training. This will be arranged once dates for the first aid training has been arranged.
- c) RESOLVED: To receive an update on the progress of the installation of the new defibrillators at St. Cedd's School and St. Peter's Chapel.  
The Clerk to send correspondence to The Vine Trust requesting permission to relocate the defibrillator to the other side of the reception doors of St. Cedd's school.  
The Clerk to request permission from the landowner of St. Peter's Chapel car park to request permission to site a second defibrillator in the car park. Agreed. Unanimous decision.

#### **25/106 VILLAGE HALL LEASE**

RESOLVED: There is no update on the village hall lease at the time of this meeting and the Clerk is waiting for suggested dates from the Village Hall Committee.

#### **25/107 CHURCH WALL REPAIRS**

The remainder of the church wall requires repair due to general deterioration.

RESOLVED: The Clerk will write to David Thorpe and inform him of the next stages of the wall repairs. Agreed. Unanimous decision.

RESOLVED: To agree the emergency repairs to the wall of 1, Caidge Row and St. Thomas' Church. Agreed. Unanimous decision.

#### **25/108 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.

RESOLVED: The petition will be circulated to residents of Bradwell-on-Sea and results collated and reported to ECC Highways and Essex Police. Agreed. Unanimous decision.

#### **25/109 BIO-DIVERSITY DUTY**

RESOLVED: 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.

A biodiversity plan will be developed once the groundsman's schedule has been finalised. Agreed. Unanimous decision.

#### **25/110 DATE OF NEXT MEETING**

The next meeting will be held on Monday 20<sup>th</sup> October 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.

#### **25/111 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 5<sup>th</sup> of October.

**25/112                    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 25/113 and 25/114 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**25/113                    EMPLOYEE CONTRACTS & DUTIES**

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

RESOLVED: Cllr H. Baker and the Clerk are compiling a work schedule detailing tasks for the groundsman to use as a timesheet. Once agreed this will be presented to the groundsman. Agreed. Unanimous decision.

**25/114                    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.

RESOLVED: The Clerk is waiting suggested dates from the village Hall Committee for a meeting between the Village Hall Committee and Bradwell-on-Sea Parish Council to discuss the terms of the lease renewal. No dates had been suggested at the time of this meeting.

**25/115                    CLOSURE**

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

There being no further business the meeting closed at 9.23pm

**Kelly Andrews Clerk to the Council**

**Signed: Chairperson.....Date.....**