

BRADWELL-ON-SEA PARISH COUNCIL

**Minutes of the Bradwell-on-Sea Parish Council Meeting
held on Monday 20 October 2025 at 7.30pm at Bradwell Village Hall.
to transact the business as shown on the agenda.**

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

Members of the public: Three

Chairperson: Cllr H Baker

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

Cllr M. Martin (Holiday)
Cllr M. Hazell (Working)
Agreed. Unanimous decision.

25/116 MEMBERS DECLARATION OF INTERESTS

None.

25/117 DISPENSATIONS

None.

25/118 MINUTES OF THE LAST MEETING

RESOLVED: To approve as a correct record, the minutes of the meetings held on 15th September 2025. The minutes will be carried forward for approval to the November meeting. Agreed. Unanimous decision.

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.

- A resident reported that the parking and speeding in East End Road has become dangerous again, particularly in the last few weeks and with the parked cars the visibility is very poor. Cllr H. Baker thanked the resident for her thoughts and advised that the speeding through the village is being discussed during agenda item 25/137. The resident also asked if the TruCam speed officers could carry out their speed checks in South Street and East End Road. Cllr M. Neall advised that unfortunately the roads are not authorised areas and that the authorised areas are Mill Road and Maldon Road. Cllr H. Baker advised the resident that her concerns will be added to the matters being collated for ECC Highways and Essex Police's attention.

25/120 FINANCE

- a) RESOLVED: To receive the bank reconciliations as at 30th September. Agreed. Unanimous decision.
- b) RESOLVED: To receive the comparison of Actual to Budgeted for 2025/2026. Agreed. Unanimous decision.
- c) RESOLVED: To approve the following payments and transactions for October 2025 and to agree a transfer of funds to meet the Parish Council financial requirements. Unanimous decision. Agreed. unanimous decision.

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.

RESOLVED: That Cllr P. Davidson is appointed as the third signatory for authorisation. Agreed. Unanimous decision.

25/122 MARY BROWN TRUST

- a) RESOLVED: To transfer the funds of £1,155.00, required to purchase the Christmas hampers. Agreed. Unanimous decision.
- b) RESOLVED: To appoint Cllr H. Baker as a representative for the Mary Brown Trust. However, all councillors will assist with putting the hampers together and distributing them. Agreed. Unanimous decision.

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.

RESOLVED: Cllr M. Neall reported that he had raised an enforcement notice for the enforcement officer to check the property and residents, which they have checked and raised no issues. The changes that were raised at the last council meeting by a resident were over 10 years old, therefore, enforcement officers are unable to action and have closed the case.

25/125 HIGHWAYS & PUBLIC FOOTPATHS

- Cllr M. Neall advised that the burst water main outside of St. Cedd's school is undergoing repairs on Tuesday 21st October.
- The Clerk advised that she had received one quotation from Roe Environmental for the clearing of the main drains in the village.
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25/126 GROUNDSMAN

The groundsman reported that Mowing and strimming had continued as usual, growth slow due to dry weather. All areas kept tidy but problems once again with broken glass near the youth shelter and playground fence.

The grass in churchyard has been mowed and the leaves cleared from path. There is a very prolonged leaf fall this year.

The path has been cut around the water pump and the area tidied.

The roses at the war memorial have been weeded and dead headed but a very disappointing display this year.

25/127 VILLAGE HALL & PLAY AREA

- a) RESOLVED: To receive an update from the village hall committee. There was no update provided by the Village Hall Committee.
- b) RESOLVED: To receive an update/reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on.
RESOLVED: Cllr M. Neall is still waiting for Roger Scurrrell to return the camera for the CCTV.
- c) RESOLVED: 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.
A water metre cannot be fitted at this time due to a different water board supplying the water. A key has not been supplied to access the water at this time, although the supply of a key has been agreed. The key is to stay on site.
- d) Children's Play Area Maintenance.
A grant application is being completed for the renewal of the youth shelter.

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.

RESOLVED: Cllr J. Meehan reported a broken windowsill, blocked drains and leaves dropping into the drains.

25/129 RAF BRADWELL BAY WAR MEMORIAL

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

RESOLVED: The Clerk will write to Eric Simonelli to confirm that Bradwell-on-Sea Parish Council agree to support the research into making corrections of names on the war memorial. Agreed. Unanimous decision.

25/130 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 – Cllr M. Neall attended this meeting on Wednesday 24th September and is waiting for the minutes of that meeting to be circulated.

CHAIRPERSONS TRAINING Day 2 – Saturday 20th September Cllr H. Baker reported that she had learnt a lot from the training and that she will be incorporating some changes to the running of the council meetings and advise councillors in the way that they may carry out council matters outside of the meetings.

25/131 REMEMBRANCE DAY – TUESDAY 11th NOVEMBER

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

RESOLVED: To purchase two poppy wreaths to lay on behalf of the Bradwell-on-Sea parish Council. Agreed. Unanimous decision.

RESOLVED: Cllr H. Baker will attend the remembrance service and lay the poppy wreaths. Agreed. Unanimous decision.

25/132 DISTRICT & COUNTY COUNCILLORS REPORT

Cllr M. Neall reported that he did not have anything to report.

25/133 VILLAGE DEFIBRILLATOR

- a) To resolve to receive an update on first aid training.

RESOLVED: Bradwell-on-Sea Parish Council will ask if the Dengie First Responders will deliver a first aid training course for councillors and possibly residents. Agreed. Unanimous decision.

- 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.

RESOLVED: The Clerk had not received any response from her correspondence to both the Vine Trust and Mr Fisher. Cllr H. Baker will speak to the school secretary again. The clerk will send a further email to Mr Fisher.

25/134 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.

RESOLVED: Roger Scurrall, Village Hall Committee representative, had advised that due to Essex Heritage Trust talks that the majority of the Village Hall Committee would not be available for the agreed date of 4th November.

The Clerk will ask Mr Scurrall for more suggestions of meeting dates. Agreed. Unanimous decision.

The Clerk has circulated the discrepancies regarding the Village Hall lease renewal and the key policy.

25/135 CHURCH WALL REPAIRS

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

RESOLVED: Phases 1, 2 and 3 had already been agreed previously. Repairs to the next phase will be carried out when weather conditions permit.

- b) RESOLVED: To consider the repairs to 1, Caidge Row at a cost of £840. Agreed. Unanimous decision.

25/136 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: Cllr M. Neall advised that he had added the appropriate GDPR to the petition to now be circulated to residents and available to sign in the village shop. Cllr M. Neall will send the petition to the resident representative, Mike King, for him to display in the shop.

25/137 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.

RESOLVED: Actions will be considered further once the groundsman duties have been agreed.

25/138 URGENT TREE WORKS QUOTATIONS

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

RESOLVED: The Clerk will instruct Manor Tree Services to carry out the urgent tree works at a total cost of £170. Agreed. Unanimous decision.

25/139 YOUTH SHELTER QUOTATIONS

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

RESOLVED: The Clerk will apply for grant funding from Essex County Council towards the purchase

and installation of the youth shelter from Yates Playgrounds Ltd. At a cost of £9,995.00. Agreed. Unanimous decision.

25/140 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.

25/141 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.

- Parking outside of St. Cedd's School

25/142 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 25/143 and 25/144 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

25/143 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: Councillors to review the suggested Groundsman Task Sheet prior to the next council meeting.

RESOLVED: To agree staff appraisal personnel members to carry out the reviews.

25/144 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 discrepancies regarding the Village Hall Lease renewal, raised by Mr R Scurrrell, had been circulated to council members prior to this meeting.

Councillors will consider the discrepancies raised and discuss at the Parish Council/Village Hall Committee meeting once a date has been arranged. Agreed. Unanimous decision.

25/145 CLOSURE

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

There being no further business the meeting closed at 8.50pm

Kelly Andrews Clerk to the Council

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