

BRADWELL-ON-SEA PARISH COUNCIL

Minutes of the Bradwell-on-Sea Parish Council Meeting
held on Monday 17 November 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: Five

Chairperson: Cllr H Baker

25/147 WELCOME to the Bradwell-on-Sea Parish Council Meeting of 17 November 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.

25/148 APOLOGIES FOR ABSENCE

Cllr M. Neall (Work Commitments)

Agreed. Unanimous decision.

25/149 MEMBERS DECLARATION OF INTERESTS

Cllr H. Baker disclosed a pecuniary interest in agenda item 25/156, planning application 25/00907 PP-14371158 as her husband will be contracted to carry out the building works if the planning application is approved.

Cllr H. Baker will not take part in the discussion or decision of this planning application.

25/150 DISPENSATIONS

None.

25/151 MINUTES OF THE LAST MEETING

RESOLVED: To approve as a correct record, the minutes of the meetings held on 15th September and 22nd October 2025.

Agreed. Unanimous decision.

25/152 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 in the High Street and East End Road has worsened and vehicles are being parked illegally.

The resident has contacted Essex County Council Highways regarding her concerns but was advised by them that until they have received complaints from residents, they cannot take the problem any further.

Cllr H. Baker advised this will be discussed during agenda item 25/161. However, the issues raised by the resident also link with the ongoing issues of vehicle nuisance and speeding that has been experienced in the village and which the parish council and another resident have been working together to tackle.

Cllr H. Baker suggested that the item is placed on the November agenda but in the meantime, the parish council will contact Maldon District Council for advice.

- A resident also requested an update regarding the progression of circulation the vehicle nuisance and speeding petition.

Cllr H. Baker advised that we will discuss the update at agenda item 25/168

25/153 FINANCE

- a) RESOLVED: To receive the bank reconciliations as at 31st October. 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 November 2025 and to agree a transfer of funds to meet the Parish Council financial requirements. Unanimous decision. Agreed. unanimous decision.

November			£	£	£
Payee	Purpose	Method	Gross	PAYE	Paid
Salaries	Month of November	BACS	693.74	115.80	577.94
			Net	VAT	Gross
St. Thomas' Church PCC	Electricity - Church Floodlights	BACS	250.00		250.00
S. Dewick	Fuel – Lawn Mower	BACS	15.00		15.00
Royal British Legion	Poppy Wreaths x 2	BACS	50.00		50.00

25/154 BUDGET FOR BRADWELL-ON-SEA VILLAGE PRECEPT FOR THE FINANCIAL YEAR 2026/2027

The draft budget and notes have been issued to members for consideration and discussion.

The precept must be agreed at the December meeting to meet Maldon District Council deadlines.

RESOLVED: The budget and precept will be brought forward to the November meeting once the Tax Base has been received from Maldon District Council. Agreed. Unanimous decision.

25/155 PLANNING

Applications received from Maldon District Council.

To respond as a consultee.

25/00907 PP-14371158

Refurbishment of existing 17th Century terraced cottage including replacement of ground floors, plaster and external render, and reconstruction of external walls to the existing rear extensions with internal and external alterations.

Baytree House, High Street, Bradwell-on-sea

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

Agreed. Unanimous decision.

Cllr H. Baker did not take part in the discussion of this planning application.

Appeals

NONE RECEIVED

Decisions advised by MDC

NONE ADVISED

25/156 HIGHWAYS & PUBLIC FOOTPATHS

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

25/157 GROUNDSMAN

The Groundsman reported that all areas had been mowed and kept tidy at the village hall. The recreational field is now becoming very wet. The young trees have been checked and weeds removed from inside tree shelters. The leaves to be cleared in the coming days.

The short area has been repeatedly mowed and paths cleared of leaves at the Churchyard.

There are considerable amounts of firework debris all over the grass, which the Groundsman has cleared as best as possible. He continued that last year the same thing happened at the village hall.

The War Memorial has been tidied and weeded twice before Armistice Day commemoration and the slabs swept clear.

25/158 VILLAGE HALL & PLAY AREA

- a) RESOLVED: To receive an update from the village hall committee. No report has been received.

- b) **RESOLVED:** To receive an update/reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on.
The Clerk will chase the insurance company regarding the replacement of the basketball hoop and stand. Agreed. Unanimous decision.

25/159 VILLAGE HALL/PARK CHECKLIST & VILLAGE HALL MAINTENANCE SCHEDULE

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

Cllr H. Baker reported that the village hall committee had mentioned that the kitchen/parish room Door sticks. The parish council will investigate when a structural survey was carried out.
Agreed. Unanimous decision.

25/160 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.

RESOLVED: Manor Tree Services will carry out the urgent tree works on Friday 21st November.

25/161 SCHOOL PARKING

A resident has raised safety concerns regarding the parking outside St. Cedd's Primary School during drop off and collection times.

RESOLVED: The Clerk will contact Jackie Drummond at Maldon District Council to ask for advice to tackle the concerns raised by the residents.

25/162 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.

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

COUNCILLOR TRAINING - [Training Calendar – Essex Association of Local Councils](https://ealc.gov.uk/training-calendar/)
<https://ealc.gov.uk/training-calendar/>

PARISH COUNCIL FORUM – Thursday 6th November - 2pm till 4pm - Maldon Town Hall – The Clerk reported that she found the forum very informative and had learnt a lot regarding which grant applications were available.

PARISH CLERKS INFORMAL NETWORKING - Thursday 6th November - 1pm till 2pm - Maldon Town Hall – The Clerk reported that she found the networking opportunity very valuable and had enjoyed meeting other clerks.

25/163 REMEMBRANCE DAY – TUESDAY 11th NOVEMBER

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

RESOLVED: Cllr H. Baker reported that she had attended the remembrance service and laid a poppy wreath at the church and also the war memorial.

25/164 DISTRICT & COUNTY COUNCILLORS REPORT

RESOLVED: Cllr M. Neall was not at this meeting.

25/165 VILLAGE DEFIBRILLATOR

- b) **RESOLVED:** The Clerk reported that she had contacted John Cleary, an England Ambulance Service East heart community trainer, who has confirmed that he is able to carry out first aid training free of charge. The training will be advertised by social media, the parish magazine, noticeboards and the village shop.

- a) **RESOLVED:** The Clerk had received a response from The Vine Trust who advised that the Parish Council should ask St. Cedd's School regarding the change in location for the defibrillator. Cllr H. Baker will ask the school.

25/166 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.

25/167 CHURCH WALL REPAIRS

- a) To resolve to consider to receive an update on wall repairs to 1, Caidge Row.
RESOLVED: The church wall repairs to 1, Caidge Row have been completed.

25/168 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 circulation of the petition will be delayed until March, with discussions to progress the speed reduction

25/169 BRADWELL-ON-SEA DRAINAGE SYSTEM

Concerns have been raised regarding the effectiveness of the surface water drainage system in Bradwell-on-Sea.

RESOLVED: The Clerk will obtain three quotations for the clearance of the drains.
Agreed. Unanimous decision.

25/170 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: The Parish Council will look at installing rain gardens at the village hall in the coming months. Agreed. Unanimous decision.

25/171 DATE OF NEXT MEETING

The next meeting will be held on Monday 15th December 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.

25/172 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 5th of November.

25/173 EXCLUSION OF THE PRESS AND THE PUBLIC

RESOLVED: 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 25/174 to 25/175 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

25/174 EMPLOYEE CONTRACTS & DUTIES

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

The Groundsman Task Sheet and maps will be provided to the groundsman in person at their annual review at an agreed date.

The Clerks annual review will be carried out by Cllrs Baker and Meehan at an agreed date.

25/175 VILLAGE HALL LEASE

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

The Clerk will send the proposed lease and Terms of Reference to the RCCE for review and guidance. Agreed. Unanimous decision.

The Clerk will ask the Village Hall Committee for suggested meeting dates in January. Agreed. Unanimous decision.

25/176 CLOSURE

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

There being no further business the meeting closed at 9.20pm

Kelly Andrews Clerk to the Council

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