



BRADWELL-ON-SEA PARISH COUNCIL

Ms Kelly Andrews, Clerk to the Council
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<https://e-voice.org.uk/bradwellonseaparishcouncil>



COUNCIL MEETING

Members are summoned to attend the Bradwell-on-Sea Annual Parish Council Meeting to be held on Monday 18 May 2026 at 7.30pm at Bradwell Village Hall to transact the business as shown on the agenda.

K Andrews

Clerk to the Council
12 May 2026

Cllr H Baker (Chair)
Cllr J Meehan

Cllr M Martin
Cllr D Allen

Cllr P Davidson
Cllr M Hazell

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

26/99 ELECTION OF THE CHAIR

To resolve to elect the Chair of the Village Council for 2026/2027 and to receive the Chairpersons Declaration of Acceptance of Office.

26/100 ELECTION OF VICE CHAIR

To resolve to elect the Vice Chair of the Village Council for 2026/2027.

26/101 WELCOME to the Bradwell-on-Sea Village Council Annual Parish Meeting of 18 May 2026.

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.

26/102 APOLOGIES FOR ABSENCE

26/103 TO RE-APOPT ALL COUNCIL POLICIES

Documents can be found at <https://e-voice.org.uk/bradwellonseaparishcouncil/policies-procedures/>

26/104 MINUTES OF THE LAST MEETING

To approve as a correct record, the minutes of the meetings held on 20th April 2026.

26/105 PUBLIC FORUM

Any members of the public or Councillors wishing to address the Council may do so during this time.

26/106 COUNCILLOR VACANCY

Following the resignation of Cllr. Neall, Bradwell-on-Sea Parish Council are waiting to fill the casual vacancies by co-option process. The Clerk to update the council of the process and resolve to continue with the next stage of co-option.

26/107 FINANCE

- a) To receive the bank reconciliations as at 30th April 2026
- b) To receive the comparison of Actual to Budgeted for 2026/2027
- c) To approve the payment of Accounts for May 2026 and to agree a transfer of funds to meet the Parish Council financial requirements.

| May Payee | Purpose | Method | £ Gross | £ PAYE | £ Paid |
|-------------------------|-------------------------------|--------|------------|------------|--------------|
| Salaries | Month of May | BACS | 578.88 | 115.80 | 463.08 |
| | | | Net | VAT | Gross |
| Maldon District Council | Community Engagement Services | BACS | 389.16 | 77.83 | 466.99 |
| PKF Littlejohn LLP | External Audit 2024/2025 | BACS | 370.00 | 80.00 | 428.00 |
| BT Group PLC | Village Hall – Broadband | DD | 45.28 | 9.05 | 54.33 |
| Unity Trust Bank | Bank Charges | DD | 7.00 | | 7.00 |

26/108 CLERK & COUNCILLOR TRAINING PROVIDER

To review, consider and approve the annual membership for subscription to a training provider for the financial year 2026/2027.

26/109 GRANT AND COMMUNITY FUNDING

- a) To resolve to consider projects in the community eligible for grant funding and consider any actions required.

26/110 PLANNING

Applications received from Maldon District Council.

To respond as a consultee.

26/00209/FUL

Construction of new dwelling to replace house destroyed by fire.

New Dwelling at Woodlands, East End Road, Bradwell-on-Sea.

[26/00209/FUL | Construction of new dwelling to replace house destroyed by fire | New Dwelling At Woodlands East End Road Bradwell-on-sea Essex](#)

Appeals

NONE RECEIVED

Decisions advised by MDC

26/00124/LBC

Internal alterations, fenestration alterations including the addition of a velux roof light and full height glazed screen and back door.

Baytree House High Street Bradwell-on-sea

GRANT LISTED BUILDING CONSENT

26/111 HIGHWAYS & PUBLIC FOOTPATHS

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

26/112 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.

26/113 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.

26/114 CRICKETERS BUILDING

To resolve to discuss the building of the former Cricketers Public House and any consider actions required.

26/115 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 Davidson to attend

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

Parish Clerks Informal Networking – Monday 18th May - 1pm till 2pm - Maldon Town Hall

Parish/Town Council Forum – Tuesday 18th May – Maldon Town Hall – 2pm till 4pm

Dengie Climate Action Partnership – Thursday 28th May – Tillingham Village Hall, Tillingham - 7pm till 9pm.

Internal/External Audit – Thursday 23rd April – Clerk to report.

Creating a Local nature plan for your Parish - Wednesday 6th May - 9.30am to 1.30pm - Hatfield Peverel Village Hall – Cllrs Baker, Meehan and Hazell to report.

26/116 DISTRICT & COUNTY COUNCILLORS REPORT

To receive a report from the District Councillor.

26/117 VILLAGE DEFIBRILLATOR

- a) To resolve to receive an update on first aid training.
- b) To resolve to receive an update on the monthly check of the defibrillator at St. Cedd's School.

26/118 VILLAGE HALL LEASE

To resolve to receive an update on the village hall lease and any actions required.

26/119 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.

26/120 BRADWELL-ON-SEA DRAINAGE SYSTEM

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

To resolve to consider the options and any actions required.

26/121 CHURCH WALL MAINTENANCE AND REPAIR

- a) The church wall requires repair due to severe damage caused by UK Power Networks.
To resolve to receive an update on the progress of this repair.
- b) To resolve to discuss the next stages of the repointing of the church wall and any actions required.

26/122 FLOWER SHOW – SELLING OF ALCOHOL

A local publican has enquired about the selling of alcoholic beverages from a mobile unit at the annual Bradwell-on-Sea Flower Show.

To resolve to consider this request and any actions required.

26/123 PRETTY VILLAGE, ESSEX VILLAGE OF THE YEAR & RURAL COMMUNITY AWARDS 2026

- a) A resident questioned if households and businesses could be encouraged to plant flowers in tubs and hanging baskets for a Pretty Village competition.
To resolve to discuss this request.
- b) The Essex Village Of The Year and Rural Community Awards is being held at the RCCE Annual General Meeting on Wednesday 8th July. The competition will also incorporate the Playing Field and Playground Award, formerly run by the Essex Playing Fields Association. The deadline for

entering the competition is Friday 5th of June.
To resolve to consider entering the competition and any actions required.

26/124 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.

26/125 DATE OF NEXT MEETING

The next meeting will be held on Monday 15th June 2026 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.

26/126 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 8th of May.

26/127 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 26/128 to 26/131 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

26/128 STAFFING MATTERS

To resolve to receive an update regarding staffing matters and to agree any actions required.

26/129 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.

26/130 QUOTATIONS – GROUND & MAINTENANCE WORK

Following the resignation of the grounds person a contractor is required to be appointed to carry out the necessary village ground and maintenance duties.

To resolve to consider the quotations received.

26/131 QUOTATIONS – CLERK OFFICE EQUIPMENT

To resolve to consider the quotations received for replacement office equipment for the Clerk.

26/132 CLOSURE

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