

# BRADWELL-ON-SEA PARISH COUNCIL

Minutes of the are Bradwell-on-Sea Council Meeting  
held on Monday 16 February 2026 at 7.30pm at Bradwell Village Hall.

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

Members of the public: One

Chairperson: Cllr H Baker

## **26/01 WELCOME to the Bradwell-on-Sea Parish Council Meeting of 16 February 2026.**

Resolved: The Chairperson reminded everyone in attendance and who will be participating in the meeting that they may be filmed, recorded, photographed, or otherwise reported about.

## **26/02 APOLOGIES FOR ABSENCE**

Cllr J Meehan (Prior Engagement)  
Agreed. Unanimous decision.

## **26/03 MEMBERS DECLARATION OF INTERESTS**

None.

## **26/04 DISPENSATIONS**

None received.

## **26/05 MINUTES OF THE LAST MEETING**

RESOLVED: To approve as a correct record, the minutes of the meetings held on 15<sup>th</sup> December 2025.

Agreed. Unanimous decision.

## **26/06 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.

- The chairperson of the Village Hall Committee reported that, in the last few days, children had been kicking footballs against the village hall.  
Cllr H Baker will place a post on social media asking parents not to allow children to kick balls against the walls of the village hall as it is damaging the render.  
The Clerk will obtain quotations for signage to be displayed.  
The Village Hall chairperson will renew the notice in the noticeboard.  
Cllr Neall will look back at the CCTV for evidence.
- Cllr P Davidson reported that residents had been questioning the development at the gas yard and that a building has been demolished, a concrete base has been laid and drainage installed. The council will investigate if planning permission has been obtained on the online portal.
- Cllr Neall reported that the removal of the cherry tree at St. Cedd's School was an enforcement action as the school had been removed without permission in a conservation area. Maldon District Council advised that the school purchases a new cherry tree and that the tree should be placed in the village hall recreation grounds for all to enjoy.

## **26/07 FINANCE**

- a) RESOLVED: To receive the bank reconciliations as at 31<sup>st</sup> December 2025 and 31<sup>st</sup> January 2026. 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 February 2026 and to agree a transfer of funds to meet the Parish Council financial requirements. Agreed. Unanimous decision.

February Payee	Purpose	Method	£ Gross	£ PAYE	£ Paid
Salaries	Month of February	BACS	608.52	115.60	492.72
Salaries	Month of January	BACS	667.80	115.80	552..20
			<b>Net</b>	<b>VAT</b>	<b>Gross</b>
RJS Electrical Installations	Defibrillator Installation	BACS	88.20	17.64	105.84
HMRC	PAYE & NI – Mths 7,8&9	BACS	596.43		596.43

### **26/08 REVIEW OF BRADWELL-ON-SEA PARISH COUNCIL FINANCIAL REGULATIONS**

The NALC model financial regulations were adapted and adopted in May 2024. The Clerk has reviewed the financial regulations. These remain up to date.

RESOLVED: To accept the review of the financial regulations. Agreed. Unanimous decision.

### **26/09 REVIEW OF BRADWELL-ON-SEA PARISH COUNCIL STANDING ORDERS**

The NALC model standing orders had been revised in 2025. The Clerk has reviewed the standing orders and confirms that these remain up to date.

RESOLVED: To adopt Bradwell-on-Sea Parish Council Standing Orders for the financial year 2026/2027. Agreed. Unanimous decision.

### **26/010 PLANNING**

**Applications received from Maldon District Council.**

**To respond as a consultee.**

#### **25/01113/FUL**

Erection of two-bedroom annex to provide ancillary accommodation to main property.

Land at Caroline, Maldon Road, Bradwell-on-Sea

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

#### **25/01095/FUL**

Proposed location of beacon structure on land at seaward entrance to marina

Bradwell Marina, Waterside Road, Bradwell-on-Sea.

RESOLVED: This application has already been approved by MDC planning prior to the meeting.

### **Appeals**

**NONE RECEIVED**

### **Decisions advised by MDC**

#### **25/00904/OUT**

Outline application with all matters reserved for the erection of up to 6 dwellings Land Rear Of Ancora South Street Bradwell-On-Sea

**REFUSED**

### **26/011 HIGHWAYS & PUBLIC FOOTPATHS**

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

- Cllr Baker reported that she had raised a report with Essex County Council Highways regarding the footpaths in Trusses Road, Waterside Road, Woodyards Road and Maldon Road. Cllr Baker has reported the defects to Cllr Wendy Stamp and asked that Cllr Neall could send his report to Cllr Stamp again.
- The Clerk reported that she had sent Cllr Wendy Stamp an email regarding the footpath defects and that she had requested a report of the reference numbers of all defects already raised.

### **26/012 GROUNDSMAN**

RESOLVED: The groundsman reported the following:

All areas checked at intervals through the winter. Once again, this year the Village Hall field is waterlogged and cannot be cut.

The Webb lawn mower has not been serviced by the council for several years and is no longer usable as both the drive and the roller have packed up.

The Councillor responsible was previously Cllr Frank Prout. The churchyard in particular is much too rough for a roller type mower, and a four wheeled version would be much more suitable if the mower were replaced.

- Roger Scurrel will ask Trevor to look at the lawnmower.

### **26/013 VILLAGE HALL & PLAY AREA**

- RESOLVED: There has not been a recent village hall committee meeting.
- RESOLVED: Cllrs Davidson and Allen will pressure wash the decking when weather permits. The Clerk will ask the groundsman to replace the missing posts in the car park.

### **26/014 VILLAGE HALL/PARK CHECKLIST & VILLAGE HALL MAINTENANCE SCHEDULE**

RESOLVED: The Clerk to circulate the checklist and Children's Play Area inspection report prior to the next meeting. Agreed. Unanimous decision.

### **26/015 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 had contacted Adrian Rayner who has agreed to send out a couple of officers to carry out spot checks and take out necessary actions as appropriate.

The Clerk will write to the school asking that parents refrain from parking outside of the school in East End road and use the village hall car park. The Clerk will point out that this is also due to a safety issue concerning emergency vehicles and children's safety as well as the consideration of residents. Agreed. Unanimous decision.

### **26/016 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/>

**Dengie Group of Parish Councils** – Tuesday 17<sup>th</sup> February – 7pm - Lawling Park Hall, Mayland – Cllr Neall to attend

**Parish Clerks Informal Networking** – Tuesday 19<sup>th</sup> May - 1pm till 2pm - Maldon Town Hall – Clerk to attend

**Parish/Town Council Forum** – Tuesday 19<sup>th</sup> May – Maldon Town Hall – 2pm till 4pm

**Dengie Climate Action Partnership** – Thursday 26<sup>th</sup> March – Tillingham Village Hall, Tillingham - 7pm till 9pm. – Cllr Baker to attend.

**Councillor Training Days 1 & 2** – Tuesday 3<sup>rd</sup> & 10<sup>th</sup> March – Springfield Parish Centre, Springfield – 10am till 4pm – Cllr M. Hazell to attend.

### **26/017 DISTRICT & COUNTY COUNCILLORS REPORT**

Cllr M Neall reported that there was no further news to report prior to devolution.

### **26/018 VILLAGE DEFIBRILLATOR**

- RESOLVED: To measure interest, the Clerk will place notices in the village shop and parish paper inviting residents to attend a free first aid course organised by the parish council.
- RESOLVED: Despite a first aid emergency in the village, the pads and defibrillator had not been used. The renewal of pads and equipment for the defibrillator will be renewed by the parish council when required.

### **26/019 VILLAGE HALL LEASE**

RESOLVED: A date for a meeting between the village hall committee and the parish council needs to be arranged to finalise the lease. Agreed. Unanimous decision.

**26/020           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: Cllrs Baker, Neall and Meehan, along with the working party representative Mike King had circulated the petition and collected many signatures. The signatures are to be collated.

A draft letter will be circulated for signing by the residents as further support. Agreed. Unanimous decision.

**26/021           BRADWELL-ON-SEA DRAINAGE SYSTEM**

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

RESOLVED: Bradwell-on-Sea Parish Council will wait for dryer weather to monitor the drainage system effectively. Agreed. Unanimous decision.

**26/022           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.

Cllr Baker will attend the Bio-diversity meeting in March. Councillors will look at effective ways to save water and where hedges can be planted.

**26/023           DATE OF NEXT MEETING**

The next meeting will be held on Monday 16<sup>th</sup> March 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.

**26/024           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 6<sup>th</sup> of March.

**26/025           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 26/026 to 26/027 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**26/026           EMPLOYEE CONTRACTS & DUTIES**

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

The Clerk will ask the groundsman for some convenient dates to meet and go through the suggested checklist. Agreed. Unanimous decision.

**26/027           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 request dates from the village hall committee to meet within the next 8 weeks, regarding signing of the lease. Agreed. Unanimous decision.

**26/028           CLOSURE**

To close the meeting having considered and determined all items of business. There being no further business the meeting closed at 8.58pm

**Kelly Andrews Clerk to the Council**

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

