BRADWELL-ON-SEA PARISH COUNCIL

Ms Kelly Andrews, Clerk to the Council
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Minutes of the Bradwell-on-Sea Parish Council Meeting held on Monday 21st September 2026 at 7.30pm in Bradwell-on-Sea Village Hall.

PRESENT: Cllr H Baker (Chair) Cllr M Martin Cllr P Davidson
Cllr D Allen

Members of the public: Four

CHAIRPERSON: Cllr H Baker

26/192 WELCOME to the Bradwell-on-Sea Village Council Meeting of 21st September 2026.

RESOLVED: The Chair reminded everyone in attendance and who will be participating in the meeting that they may be filmed, recorded, photographed, or otherwise reported about. Agreed. Unanimous decision.

26/193 APOLGIES FOR ABSENCE

Cllr M. Hazell – Unwell. Agreed. Unanimous decision.

26/194 MEMBERS DECLARATION OF INTERESTS

RESOLVED: There were no declarations of interests declared.

26/195 DISPENSATIONS

RESOLVED: There were no dispensations received.

26/196 MINUTES OF THE LAST MEETING

RESOLVED: To approve as a correct record, the minutes of the meetings held on 20th July 2026. Agreed. Unanimous decision.

26/197 PUBLIC FORUM

- Roger Scurrell, Chair of the Village Hall Committee, reported that the village hall roof is becoming an urgent matter as the Women's Institute did not have light during their recent meeting due to water getting into the building and tripping the electrics.
  The Chair advised that this item is being discussed during agenda item 26/205.

26/198 COUNCILLOR VACANCY

Following the resignation of Cllr. Neall and Cllr Meehan, Bradwell-on-Sea Parish Council are waiting to fill the casual vacancies by co-option process.

RESOLVED: The Clerk provided an update regarding the casual vacancies on the Council, that following the resignation of Cllr Neall and subsequent resignation of Cllr Meehan on 11th August, Maldon District Council's Returning Officer confirmed that no election had been requested bt electors.

Consequently, the Council could proceed with the co-option process to fill the vacancy left by Cllr Meehan.

The position was duly advertised, and the Council proceeded to conduct the candidate interviews during this evening's meeting.

Each candidate gave a brief presentation outlining their background and reasons for joining the Council. Councillors took turns to asking standard interview questions to the prospective candidates present.

26/199 CO-OPTION OF PARISH COUNCILLORS

RESOLVED: A secret ballot was conducted, and Tim Bevan and David Higby were successfully co-opted onto Bradwell-on-Sea Parish Council. The newly co-opted councillors signed their Declarations

of Acceptance of Office and joined the meeting. The new councillors were reminded that they should complete the Declarations of Interest via the Maldon District Council website within 28 days. Agreed. Unanimous decision.

26/200 FINANCE

a) RESOLVED: To receive the bank reconciliations as at 31st July and 31st August 2026. Agreed. Unanimous decision.
b) RESOLVED: To receive the comparison of Actual to Budgeted for 2026/2027. Agreed. Unanimous decision.
c) RESOLVED: To approve the payment of Accounts for July 2026 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	694.68	115.80	578.88
			Net	**VAT**	**Gross**
BT Group PLC	Village Hall – Broadband	DD	45.28	9.05	54.33
Unity Trust Bank	Bank Charges	DD	7.00		7.00
V Carrigher	Grounds Person Duties	DD	313.50		313.50
T Foulkes	Grounds Person Duties	DD	313.50		313.50
Macintosh Electronics	Email Provider – 2025/2026	DD	102.00	20.40	122.40
Macintosh Electronics	Email Provider – 2026/2027	DD	117.00	23.40	140.40
September			**£**	**£**	**£**
Payee	**Purpose**	**Method**	**Gross**	**PAYE**	**Paid**
Salaries	Month of September	BACS	723.60	144.60	579.00
			Net	**VAT**	**Gross**
BT Group PLC	Village Hall – Broadband	DD	45.28	9.05	54.33
Unity Trust Bank	Bank Charges	DD	7.00		7.00
V Carrigher	Grounds Person Duties	DD	33.00		33.00
T Foulkes	Grounds Person Duties	DD	33.00		33.00
R Scurrell	Lawnmower Fuel	DD	8.79		8.79

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26/201 GRANT AND COMMUNITY FUNDING

a) RESOLVED: The Clerk reported that she had was meeting with various play equipment contractors on Thursday 24th September to gather quotations in order to consider a project and gather grant funding. Councillors Baker and Davidson will also try and meet with the Clerk and contractors. Agreed. Unanimous decision.

26/202 PLANNING

a) The Old gas Works site. The Parish Council raised concerns with Maldon District Council. To receive an update regarding Planning Enforcement investigation (reference 26/00027/OPDEV) at Land next to Downhall Lodge, Downhall road, Bradwell (Former FloGas site) raised with Maldon District Council Planning Officers.

RESOLVED: Following concerns raised at the beginning of the year and reports made to the Maldon District Council's Enforcement Officer and having not received an update, the Council requested that the Clerk contacts Maldon District Council asking why the Council had not received an update regarding any site visits and findings or action to be taken.
The Clerk will also raise concerns with the Enforcement Officer that biodiversity and ecology considerations had not been considered by this breach of planning. Agreed. Unanimous decision.

Applications received from Maldon District Council.
To respond as a consultee.

26/00506/FUL
Construction of two replacement buildings to create 10 Commercial Units (Retrospective) together with demolition and rebuilding of the toilet block and associated car parking and landscaping.
Downhall Yard, Downhall Road, Bradwell-on-Sea.

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

None.

Appeals

None.

Decisions advised by MDC
26/00127/LBC
Partial removal/alterations to two existing timber sole plates between the dining room, bedroom and ensuite, reducing their raised profile so they are flush with adjacent floor finishes.
Down Westwick, Waterside Road, Bradwell-on-Sea
GRANT LISTED BUILDING CONSENT

For Information Only
26/05094/DET Compliance with conditions notification 25/00907/LBC (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.) Condition 3 - Large-scale drawings of new windows and doors.
Baytree House, High Street, Bradwell-on-sea.

26/203 HIGHWAYS & PUBLIC FOOTPATHS

To report any new highways or public footpath defects and to report any repairs or updates on existing defects.
RESOLVED: The Clerk and Cllr Baker will review the list of defects reported to Essex County Council Highways to prioritise the most urgent repairs and send them to County Councillor Wendy Stamp.
Agreed. Unanimous decision.

26/204 VILLAGE HALL & PLAY AREA

a) RESOLVED: There was no report received from the village hall committee.
b) RESOLVED: Cllr Davidson provided a report following the concerns of children removing tiles from the village hall roof, which is now so severe that rainwater is entering the building. The children then use the tiles to damage the exterior wall of the village hall.
The Clerk is meeting with contractors on Thursday 24th October to provide quotations for CCTV installation and roof repairs for the village hall. The Clerk advised that an extraordinary meeting may be required to discuss the quotations as a matter of urgency.
Agreed. Unanimous decision.

26/205 VILLAGE HALL/PARK CHECKLIST & VILLAGE HALL MAINTENANCE SCHEDULE

RESOLVED: Cllr Davidson reported that he will repair the rendering on the exterior of the village hall, damaged by the roof tiles.
R Scurrell and Cllr Davidson will install three posts, each with a metal anchor, as a replacement for the missing posts surrounding the car park. If these are successful, then the remaining posts will be replaced in the same way.
Agreed. Unanimous decision.

26/206 CRICKETERS BUILDING

RESOLVED: The Council noted previous concerns and matters reported regarding the physical deterioration of the property within the parish. Following a brief discussion, it was clarified that the maintenance and condition of the private property fall outside the jurisdiction and control of the Parish Council. The Council has no statutory powers or legal authority to intervene in property upkeep.
This agenda item will be removed from future agendas until there is a further update.
Agreed. Unanimous decision.

26/207 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
UNDERSTANDING CHARITY TRUSTEES AND THE COUNCIL'S ROLE – Tuesday 22nd September – Clerk and Cllr Baker to attend.
COUNCILLOR TRAINING - Upcoming Courses - CouncilWise Training & Support and Training Calendar – Essex Association of Local Councils https://ealc.gov.uk/training-calendar/

26/208 DISTRICT & COUNTY COUNCILLORS REPORT

RESOLVED: The Clerk had emailed District Councillor Matthew Neall to invite him to the Council meetings.
The Clerk had circulated updates provided by County Councillor Wendy Stamp.

26/209 VILLAGE DEFIBRILLATOR

a) RESOLVED: Following the recent First Aid Training course delivered by the Parish Council in the village Hall, the councillors agreed that the event was a huge success and would like to arrange another date to offer to the applicants who could not attend the first date. Agreed. Unanimous decision.
b) RESOLVED: Cllr H Baker will check the defibrillator at St. Cedd's School the next working day and report the findings online. Agreed. Unanimous decision.

26/210 VILLAGE HALL LEASE

RESOLVED: R Scurrell, Chair of the Village Hall Committee, reported that the lease had been circulated to the village hall committee members and they will arrange a meeting to discuss.

26/211 VEHICLE NUISSANCE 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 H Baker will collect the supportive letters from the village shop, and the Clerk will send them to County Councillor Cllr Wendy Stamp for her to take to the next available County meeting. Agreed. Unanimous decision.

26/212 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 advised that she had made further enquiries, and that it was advised that permission is required from Essex County Council Highways to carry out camera surveys on the drainage system. The Clerk will contact Essex County Council Highways to request permission. Agreed. Unanimous decision.

26/213 CHURCH WALL MAINTENANCE AND REPAIR

a) RESOLVED: The Clerk will chase UK Power Networks for an update on the church wall repair following her report of the severe damage caused by UK Power Networks. Agreed. Unanimous decision.
b) RESOLVED: The next stage of the Church Wall repointing is due to take place towards the end of October, weather permitting.

26/214 BIO-DIVERSITY DUTY

RESOLVED: Due to Cllr M. Hazell not being present at this meeting and leading this project, his item will be discussed further at the October ordinary council meeting.
The Clerk was pleased to confirm that she had received confirmation that, following her application to Essex Wildlife Trust, the Council had been successful in being awarded a £1,000 grant towards the biodiversity project and nature plan.

26/215 GREEN SPACE GAMES

The Green Space Games summer session took place on Friday 31st July at Bradwell Marina.
a) RESOLVED: The Clerk read the report provided by Maldon District CVS following the Green Space Games session delivered on Friday 31st July. The report 15 children and 12

adults. The activities played were football, arts & crafts, tennis and making bracelets.
The majority of attendees were from Tillingham, with the remainder from Bradwell and St. Lawrence.
An date for an October session will be arranged with the Village Hall Committee and also the Maldon District CVS. Agreed. Unanimous decision.

26/216 COUNCILLOR EMAILS

Following an email security concern, the Chair reminded everyone that they each have a councillor email and are advised to use these for council correspondence as a government requirement.
The Clerk will ask the email provider to create two new email addresses for the newly appointed councillors. The Clerk will also resend the link to council emails to individual councillors who have not yet activated their council email addresses.

26/217 DATE OF NEXT MEETING

The next meeting will be held on Monday 19th October 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.

26/218 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 9th of October.

- Mary Brown Trust
- Sandy Path – Dog Fouling
- Biodiversity Project

26/219 CLOSURE

To close the meeting having considered and determined all items of business.
There being no further business, the Chair closed this meeting at 9.22 pm.

Signed: Chair:……..
Date:…….