

e-mail: Bradwellpc@yahoo.co.uk

Website: <http://www.bradwell-on-sea-parish-council.co.uk>

31st March 2023

Dear Councillor,

You are summoned to attend the **BRADWELL ON SEA PARISH COUNCIL EXTRA-ORDINARY MEETING** to be held at **BRADWELL ON SEA VILLAGE HALL COMMITTEE ROOM** on **WEDNESDAY 5TH APRIL 2023** commencing at **7.30 p.m.** when the following business is proposed to be transacted.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Yours Sincerely,

Emma Smith,

Parish Clerk/RFO

Councillors: Cllrs Matthew Neall, John Noble, Jean Allen, Frank Prout, Mike Martin & Jeanne Meehan

22-23/188. Apologies for Absence

22-23/189. Code of Conduct Declaring an Interest/Registration of Councillors' Interests

Councillors will declare an interest in any item on the agenda. In accordance with the Council's Code of Conduct (and Section 106 of the Local Government Finance Act).

Councillors are reminded that if their interests have changed then they have an obligation to update their form at the District Council within 28 days of that change.

22-23/190. Minutes from the previous meetings held to be agreed and signed.

To review and agree the minutes from the following meetings and date and sign as a true account of the meeting:

- a) Parish Council meeting held on Monday 20th February 2023
- b) Extra Ordinary Parish Council meeting held on Monday 9th January 2023
- c) Parish Council meeting held on Monday 21st December 2022
- d) Reports EES1, EES2 & EES3

22-23/191. Public Forum.

Any members of the public or Councillors wishing to address the Council may do so during this time. Comments will be recorded as part of the meeting.

22-23/192. Finance.

- a) To receive financial statements from February and approve payments for March.
- b) To agree Essex Playing Field Assoc. Membership & competition.

22-23/193. Planning.

LBC/MAL/23/00294 – RAMBLE HOUSE, 9 HIGH STREET – REPLACEMENT WINDOWS

FUL/MAL/23/00294 & LBC/MAL/23/00295 – BACONS FARM – BARN TO DWELLING CONVERSION

Application, Appeal & Decision lists e-mailed since last meeting: 07/08/09/10/11/12/13

22-23/194. Highways & public footpaths.

- a) To report any new highways or public footpath defects & to report any repairs or updates on existing defects.

22-23/195. Groundsman

Update from the Groundsman.

22-23/196. Village Hall and play area.

- a) Update from the VH Committee.
- b) Update/ reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on.
- c) To agree on a quote for the zip wire. The Clerk will then apply for funding.
- d) Update on the boundary line with neighbouring property and to decide on any action necessary.
- e) To discuss & agree possible Bee Good plot within VH grounds.

22-23/197. Policies and procedures.

To review the following policies and agree that they are still fit for purpose:

- a) Standing Orders
- b) Code of Conduct
- c) Financial Policy
- d) Debit card policy
- e) Risk Assessment

22-23/198. 2023-24 Schedule of meetings.

To agree the 2023-24 meeting schedule.

22-23/199. Churchyard.

To agree on a quote to repair the Churchyard fence.

To discuss & agree the payment for the Churchyard floodlight electricity.

22-23/200. Community Engagement Service Contract.

To agree to continue to use the Community Engagement service, how many hours for per month and to sign and return the contract.

22-23/201. Maintenance schedule & planner.

To agree the maintenance schedule and planner.

22-23/202. Litter Pick.

To arrange a date and details for a village litter pick.

22-23/203. District Councillors report.

To receive a report from the District Councillor.

22-23/204. Receive and consider reports and minutes of meetings attended or information relating to meetings coming up.

22-23/205. Ongoing village projects.

To note and update as necessary, the ongoing village projects list.

22-23/206. Date of next meeting.

Monday 17th April 2023 at 7.30pm

22-23/207. Any items for the next agenda.

22-23/208. Pass a motion to exclude members of the public during item 209 of this agenda.

To agree to pass a motion to exclude members of the public during item 209 to progress a confidential staffing matter. Information about an individual member of staff is confidential. Under the Data Protection Act 1998, a council has obligations as to how it uses such information.

22-23/209. Confidential staffing matter.

To progress staffing issues referenced in report dated 05/04/2023 referenced EES4.