



# Bradwell on Sea Parish Council

Parish Clerk / RFO: Kevin B. Money  
7 Roach Vale Colchester Essex CO4 3YN  
Tel: 07810781509 email [bradwellpc@yahoo.co.uk](mailto:bradwellpc@yahoo.co.uk)  
Website: <https://e-voice.org.uk/bradwellonseaparishcouncil/>

Dear Councillor

Your attendance is required at the forthcoming meeting of Bradwell on Sea Parish Council to be held at the Village Hall on **MONDAY 13<sup>th</sup>. MAY 2024 following the AGM** in the village hall for the purpose of transacting the business ONLY shown on the agenda

*KBMoney* - Kevin B. Money Clerk/RFO to the Council – 7<sup>th</sup>. May 2024

## AGENDA

### 23-24/207 Apologies for Absence

### 23-24/208 Code of Conduct Declaring an Interest/Registration of Councillors' Interests

Councillors to declare an interest in any item on the agenda.

### 23-24/209 Minutes from the previous meetings held to be agreed and signed.

To review and agree the minutes from the Parish Council meetings held on Monday 15<sup>th</sup>. April 2024

### 23-24/210 Public Forum

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

### 23-24/211 PCC & PC meeting update

### 23-24/212 Finance

- a. To receive the Bank reconciliations as at 30<sup>th</sup>. April 2024
- b. To receive the comparison of Actual to Budgeted for 2024/25
- c. To approve the payment of Accounts for May 2024 and to agree a transfer of funds to meet the Parish Council financial requirements

### 23-24/213 Planning Applications

### 23-24/214 Planning Decisions made by ECC / MDC affecting Bradwell on Sea

**RES/MAL/24/00212** - Land At The Old Rectory East End Road Bradwell-On-Sea

Reserved matters application for the approval of all matters on approved planning application 22/01071/OUT (Outline planning application (with all matters of detail reserved) for a detached self **APPROVE** subject to conditions

### 23-24/215 Appeals affecting Bradwell on Sea

### 23-24/216 Highways & public footpaths

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

### 23-24/217 Groundsman

- a) Update from the Groundsman.
- b) Clearance of Churchyard
- c) Cutting of Field

### 23-24/218 Village Hall and play area

- Update from the VH Committee.
- Update/ reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on.

### 23-24/219 Village Hall/Park Check List & Village Hall Maintenance Schedule

- a) Hedge by village hall requires trimming

**23-24/220 Receive and consider reports and minutes of meetings attended or information relating to meetings coming up**

- 1) DHGPC – update from Cllr J. Noble
- 2) Climate Action – Update from Cllr H. Baker

**23-24/221 2023/2024 Annual Return**

- 1) To Receive the Internal Auditors report for 2023/2024
- 2) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2023/2024
- 3) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2023/2024

**23-24/222 Ongoing village projects**

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

**23-24/223 Date of next meetings Monday 17<sup>th</sup>. June 2024 at 7.30pm**

Councillors to note the meeting dates in 2024 - 15.07.24: 16.09.24: 21.10.24: 18.11.24: 16.12.24

**23-24/224 Any items for the next agenda**

**23-24/225 To Close the meeting**

To close the Meeting having considered and determined all items of business



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Website: [www.bradwell-on-sea-parish-council.co.uk](http://www.bradwell-on-sea-parish-council.co.uk)

Minutes of the Parish Council meeting held on Monday 15<sup>th</sup>. April 2024 at 7.30pm in the Village Hall

Present: Cllrs M. Neall (Chairman), D. Allen, H. Baker, P. Davidson, M. Martin, J. Noble and Kevin B. Money Parish Clerk. There were also 2 members of the public present.

**23-24/181 Apologies for Absence** were received from Cllr J. Meehan

**23-24/182 Code of Conduct Declaring an Interest/Registration of Councillors' Interests**  
Councillors to declare an interest in any item on the agenda. **None Declared**

**23-24/183 Minutes from the previous meetings held to be agreed and signed.**  
To review and agree the minutes from the Parish Council meetings held on Monday 18<sup>th</sup>. March 2024  
**All Agreed**

### **23-24/184 Public Forum**

Any members of the public or Councillors wishing to address the Council may do so during this time. A resident spoke about a new telephone application being submitted. Local residents have not been informed of this additional mast.

### **23-24/185 PCC & PC meeting update**

Number of Councillors attended the PCC & PC meeting. Discussion on what Parish Church does. Constructive meeting. Lighting timing being changed and electricity costs. New lighting in by October '24. Better programming for timers for the lights to be operated. Maintenance scheme was set up about 4 years ago both BOSPC and PCC to review maintenance schedule. A further meeting to take place in the future about once a quarter of the year. Maintaining the churchyard is not being maintained to the satisfaction of the PCC and BOSPC. A walk took place around the church and grounds. Future projects to be jointly organised. The groundsman to cut the grass back around the gravestones.

### **23-24/186 Finance**

- a. To receive the Bank reconciliations as at 31<sup>st</sup>. March 2024  
Councillors noted the Bank reconciliations as at 31<sup>st</sup>. March 2024
- b. To receive the comparison of Actual to Budgeted for 2023/24  
Councillors noted the comparison of Actual to Budgeted for 2023/24
- c. To approve the payment of Accounts for April 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

### **23-24/187 Planning**

**24/00252/FUL** - The Othona Community East End Road Bradwell-on-sea  
Installation of two wildlife ponds.

**RESOLVED:** Support this planning application

**24/00166/FUL** - Land Adjacent 9 St Peters Court Bradwell-on-sea Essex  
Construction of a 4 bedroom house with granny annex above triple garage

**RESOLVED:** Support this planning application

### **23-24/188 Planning Decisions made by ECC / MDC affecting Bradwell on Sea**

**TCA/MAL/24/00094** - New Hall High Street Bradwell-on-sea Southminster  
T1 Lime - Crown reduction by 2.5m, removal of deadwood. **ALLOWED TO PROCEED**

**23-24/189 Appeals affecting Bradwell on Sea.** No appeals submitted

### **23-24/190 Highways & public footpaths**

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

Letter to Trusses House to prune the overhanging tree which overhangs the road

### **23-24/191 Groundsman**

- a) Update from the Groundsman. No report was given
- b) Clearance of Churchyard – To remove ivy and brambles from East End Road graves to the right of doors
- c) Cutting of Field – Field has been slightly cut. Mower is broken. Tractor has been removed to find the electrical fault. A member of the public has cut the recreation ground to allow the football teams to play.

Jobs to do: Pressure washer main doors: To remove ivy and brambles from East End Road graves to the right of doors: Remove Plastics tubes where no trees are growing at far end of field:

### **23-24/192 Village Hall and play area**

- Update from the VH Committee.

Meeting last week. Discussed kitchen and a proposal to complete with a covered area. Move cooker and block small room door off. Roger to supply drawings and designs. Moving of Fire Exit doors to be discussed with Fire Brigade Officers. Joint meeting to take place on either 30.05 & 06.06.24

- Update/ reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on. New schedule has been produced

### **23-24/193 Village Hall/Park Check List & Village Hall Maintenance Schedule**

- a) Date of next Litter picking – Saturday and Sunday 20<sup>th</sup>. and 21<sup>st</sup>. April 2024 10am start on both days at the village hall
- b) Update on a new dog bin – Dog bin has been ordered
- c) Hedge by village hall requires trimming – Left until Autumn

### **23-24/194 District & County Councillors report**

To receive a report from the District Councillor. Nothing to report due to election at MDC.

### **23-24/195 Receive and consider reports and minutes of meetings attended or information relating to meetings coming up**

- 1) DHGPC / LCLC – update from Cllr J. Noble

Cllr J. Noble recently attended (27<sup>th</sup> March) the Bradwell Site LCLC (Local Community Liaison Council) virtual meeting. The Site Director, Ian Cuthbert, reported that there had been no significant safety or environmental events since the last meeting. The annual Care & Maintenance inspection is due to commence in September with approximately 250 civil, electrical and mechanical checks and examinations being undertaken.

Nuclear Restoration Services (NRS), formerly Magnox, will be enacting the first step in a revised long-term approach to the maintenance and inspection of specific assets such as voids. and through analysis of data from previous campaigns, will continue to review and optimise, where appropriate, the frequency of some of the inspection activities, e.g. Asbestos.

There was also an update regarding NRS Social-Economic Funding. The Village Hall decking replacement would be likely, if a request was submitted. There was an update from the Environmental Agency (EA) Inspector, with no non-compliance issues, breaches or enforcement notices since the last meeting. A five yearly review of Land and Water quality has been carried out.

Due to the excessive rainfall during December water ingress and flooding is a key concern, but no egress has been found. Gaseous and aqueous discharges showed no variant to previous years.

There was no update from the Nuclear Decommissioning Authority (NDA).

Further decommissioning is scheduled to restart in 2071, with completion planned for 2094.

There was a question regarding sea defences with respect to global rising tides. The response was NRS does not have a sea defence plan and 'Sea Defences' are the responsibility of the Local Authority.

- 2) Climate Action – Update from Cllr H. Baker

Email from Climate Action Group has been circulated to Councillors.

Met Sarah Troop from Maldon and District CVS (Community Voluntary Service) to seek advice on the suitable types of governance structure for a climate action group

Creating a skills and contact / links resource list was mentioned at the first meeting

Our local climate concerns for the Dengie as suggested at our first meeting (November 2023) largely fell into six areas. These were- Biodiversity, Transport, Energy, River pollution, Waste Recycling and Litter, and Community Engagement Publicity for Dengie Climate Action Partnership-

The Burnham and Dengie Focus and Mayland Mayl published features for DCAP in January

### **23-24/196 Ongoing village projects**

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

**23-24/197 Date of next meetings** Monday 13<sup>th</sup>. May 2024 at **7pm** which is the Annual Residents meeting followed by the BOSPC AGM then onto a Full Council meeting

Councillors to note the meeting dates in 2024 - 17.06.24: 15.07.24: 16.09.24: 21.10.24: 18.11.24: 16.12.24

**23-24/198 Any items for the next agenda**

Joint meeting to take place on 30.05 or 06.06.24 update

**23-24/199 To Close the meeting**

To close the Meeting having considered and determined all items of business

The Chairman then closed the meeting at 9.05pm and thanked everyone for attending

Signed

13<sup>th</sup>. May 2024

**M. Neall  
Chairman**

		<b>BANK RECONCILIATION</b>	
Financial year ending 31.03.25			
Bank Balance as at		<b>30.04.24</b>	
Unity Trust Bank - Current a/c		£ 16,732.89	
Unity Trust Bank - EMR		£ -	
	<b>Total</b>	<b>£ 16,732.89</b>	
Less Unpresented cheques		£ -	
Total of unpresented cheques		£ -	
<b>Net Bank Balances as at</b>		<b>£ 16,732.89</b>	
<b>CASH BOOK</b>			
Balance as at 01.04.24		£ 18,054.50	
Plus Receipts		£ -	
<b>Total</b>		<b>£ 18,054.50</b>	
Less Payments		£ 1,321.61	
<b>Grand Total</b>		<b>£ 16,732.89</b>	
Difference		£ -	
<hr/>			
Bank Balance as at			
Unity Trust Bank - Current a/c			
Unity Trust Bank - EMR			
	<b>Total</b>		
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.2			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</b>			
Difference			
<hr/>			
Bank Balance as at			
Unity Trust Bank - Current a/c			
Unity Trust Bank - EMR			
	<b>Total</b>		
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.24			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</b>			
Difference			

# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Kevin Money  
Bradwell On Sea Parish Council  
7 Roach Vale  
Colchester  
CO4 3YN

**Date:** 30/04/2024

**Account Name:** Bradwell On Sea Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20492588

Your arranged overdraft limit is £0.00

Our unauthorised overdraft charges are changing from tracked rate of 25% above base rate to a fixed Nominal rate 25% EAR (Equivalent Annual Rate 28.39%). To find out more read our Overdrafts Key Features document and our Standard Service Tariff available at [www.unity.co.uk](http://www.unity.co.uk)



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](http://FSCS.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](http://unity.co.uk/fscs)

## Contact Us

Call us: **0345 140 1000**

Email us: **[us@unity.co.uk](mailto:us@unity.co.uk)**

Visit us: **[unity.co.uk](http://unity.co.uk)**

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/03/2024		Balance brought forward	£0.00	£0.00	£18,054.50
16/04/2024	Faster Payment Debit	B/P to: Maldon DC	✓ £437.72	£0.00	£17,616.78
16/04/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £647.85	£0.00	£16,968.93
25/04/2024	Faster Payment Debit	B/P to: Stephen Dewick	✓ £236.04	£0.00	✓ £16,732.89

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Statement number 008

**For Businesses.  
For Communities.  
For Good.**

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**BRADWELL ON SEA PC ACTUAL AGAINST BUDGET REPORT**

		Budget 2024/25	Total Income / Spend to May '24	Left In Budget as at May '24
<b>Income</b>	Precept	28840	£ -	
	Grants	0	£ -	
	Interest	75	£ -	
	Other	0	£ -	
	VAT Refund	0	£ 2,296.85	
	<b>TOTAL</b>	<b>28915</b>	<b>£ 2,296.85</b>	
<b>Exp.</b>				
<b>Staff</b>	Clerk Salary	7415	£ 1,295.70	£ 6,119.30
	Groundsman Salary + Expenses	4400	£ 592.25	£ 3,807.75
	Office Allowance	360	£ -	£ 360.00
	<b>TOTAL</b>	<b>12175</b>	<b>£ 1,887.95</b>	<b>£ 10,287.05</b>
<b>Adm.</b>	Admin Expenses	250	£ 60.05	£ 189.95
	Audit Fees	510	£ 214.60	£ 295.40
	<b>TOTAL</b>	<b>760</b>	<b>£ 274.65</b>	<b>£ 485.35</b>
<b>General</b>	Insurance	2400	£ 2,279.31	£ 120.69
	EALC/NALC Subscriptions	575	£ -	£ 575.00
	Training	500	£ -	£ 500.00
	VH Window cleaning	130	£ -	£ 130.00
	Website/Email costs	330	£ -	£ 330.00
	Solicitors	1250	£ -	£ 1,250.00
	Mower Service	300	£ -	£ 300.00
	Contingency	2000	£ -	£ 2,000.00
	BT Broadband	480	£ -	£ 480.00
	Elections	1000	£ -	£ 1,000.00
	Churchyard Electricity	275	£ -	£ 275.00
	Rangers	1750	£ -	£ 1,750.00
	Village Projects	4000	£ 436.38	£ 3,563.62
	MDC - TruCam	800	£ 364.77	£ 435.23
	CCTV Storage of data	120		£ 120.00
	Church Wall repair	0		£ -
	Play Inspection	70	£ -	£ 70.00
	Mary Brown Trust - Hampers	0	£ -	£ -
	Bank Charges	72	£ -	£ 72.00
	<b>TOTAL</b>	<b>16052</b>	<b>£ 3,080.46</b>	<b>£ 12,971.54</b>
	<b>GRAND TOTAL</b>	<b>28987</b>	<b>£ 5,243.06</b>	<b>£ 23,743.94</b>
	Total VAT reclaim		£ 172.24	
	<b>TOTAL in Expenditure account</b>		<b>£ 5,415.30</b>	



<b>BOSPC FINANCE MAY 2024 PAYMENTS</b>						
<b>Income: HMRC VAT Refund £2296.85p:</b>						
<b>Expenditure</b>						
<b>Chq No.</b>	<b>Invoice No.</b>	<b>Payee</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>	<b>BOSPC Ref. No.</b>
BACS	May '24	Kevin B. Money - Clerk salary	£ 647.85	£ -	£ 647.85	4
BACS		Zurich Insurance 2024/2025	£ 2,279.31	£ -	£ 2,279.31	5
BACS		FH Ives Ltd - Decking repair	£ 436.38	£ 87.28	£ 523.66	6
BACS		Kevin B. Money - Expenses	£ 99.65	£ 12.01	£ 111.66	7
BACS		M. Lawson - Internal Audit	£ 175.00	£ -	£ 175.00	8
BACS		S. Dewick - April '24	£ 356.21	£ -	£ 356.21	9
<b>TOTAL:</b>			<b>£ 3,994.40</b>	<b>£ 99.29</b>	<b>£ 4,093.69</b>	

**ONGOING PROJECTS / ACTION LIST**

**AS AT 13.05.24**

DATE STARTED	PROJECT	PROGRESS/ INFO	PERSON DEALING
VILLAGE HALL	CLEAN & RESTAIN ANNES BENCH LEASE	AWAITS COMPLETION THIS HAS BEEN AT THE NEGOTIATION STAGE BETWEEN THE PC AND THE VHMC FOR THE PAST 7+ YEARS. IT IS CURRENTLY WITH THE VHMC FOR THEM TO AGREE THE CONTENTS WITH THEIR SOLICITOR. PC SOLICITOR – GEPP SOLICITORS DETAILS FROM LAST EMAIL FROM GEPP DATED 19 <sup>TH</sup> MAY 2023: <b>Sanjay Makwana</b> Associate Solicitor Gepp Solicitors 01245 493939 5 Springfield Lyons Approach, Chelmsford, Essex, CM2 5LB <a href="#">Solicitors in Chelmsford, Essex - Gepp Solicitors</a>	CLLR NEALL VHMC
	NEW TOP KITCHEN	COMPLETED – AWAITS SUGGESTIONS FROM VHMC THE KITCHEN REFURB WAS RECENTLY COMPLETED. THE PREVIOUS KITCHEN WAS MOULDY AND NOT FIT FOR PURPOSE WITH HALL USERS REFUSING TO USE IT AND BRINGING FLASKS IN . THE VHMC ARE NOT HAPPY WITH THE NEW KITCHEN. THEY HAVE BEEN ASKED TO WRITE A LIST AND COME UP WITH POSSIBLE SOLUTIONS. THERE ARE NO OUTSTANDING INVOICES TO BE PAID TO THE CONTRACTORS. AWAITS COMPLETION	VHMC
March '24	PAINT FRONT DOORS AND FALSE WINDOWS MINI-SERVICE JET WASHER	AWAITS COMPLETION – LOCATE JET WASHER	CLLR NEALL CLLR DAVIDSON CLLR MARTIN
March '24	ADD MESH COVERING TO WATER TAP DRAIN		CLLR BAKER
Nov '23	CHURCH REPAIR WALL	WITHIN 2024/25 BUDGET	PC /M JONES

DATE STARTED	PROJECT	PROGRESS/ INFO	PERSON DEALING
March '24	DECKING	SOME BOARDS ARE SHOWING SIGNS OF ROTTING, THESE WILL REQUIRE REPLACING	CLLR J. NOBLE
March '24	DECKING	SECTIONS OF THE HANDRAIL WILL REQUIRE REPLACING	CLLR J. NOBLE
March '24	DECKING	THE NEW WOOD ON THE RAMP REQUIRES A COAT OF PERSERVATIVE	CLLR J. NOBLE
March '24	DECKING	NEW DECKING AND RAMP QUOTES	CLLR J. NOBLE
March '24	RAMP with Fire Regulations	ROGER SCURRELL TO OBTAIN QUOTATIONS	ROGER SCURRELL
March '24	PICNIC TABLE	PICNIC TABLE -- NEW TOP REQUIRED	SATURDAY TEAM
April '24	DECKING	OBTAIN QUOTES AND DESIGNS	R. SCURRELL

**CLERKS HANDOVER**