



Bradwell on Sea Parish Council

Parish Clerk / RFO: Kevin B. Money
7 Roach Vale Colchester Essex CO4 3YN
Tel: 07810781509 email clerk@bradwellonsea-pc.gov.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 15th. JULY 2024 at 7.30pm** 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 – 9th. July 2024

AGENDA

23-24/245 Apologies for Absence

23-24/246 Code of Conduct Declaring an Interest/Registration of Councillors' Interests
Councillors to declare an interest in any item on the agenda.

23-24/247 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 17th. June 2024

23-24/248 Public Forum
Any members of the public or Councillors wishing to address the Council may do so during this time.

23-24/249 Finance
a. To receive the Bank reconciliations as at 30th. June 2024
b. To receive the comparison of Actual to Budgeted for 2024/25
c. To approve the payment of Accounts for July 2024 and to agree a transfer of funds to meet the Parish Council financial requirements

23-24/250 Planning Applications

FUL/MAL/24/00490 - 9 Trusses Road Bradwell-on-sea Southminster Essex
Single storey side and front extension. First floor addition incorporating front and rear dormers. Changes to fenestration.
Documents can be found at
<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00490/FUL>

23-24/251 Planning Decisions made by ECC / MDC affecting Bradwell on Sea

23-24/252 Appeals affecting Bradwell on Sea

23-24/253 Highways & public footpaths

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

23-24/254 Groundsman

- a) Report from the Groundsman.

23-24/255 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.

23-24/256 Village Hall/Park Check List & Village Hall Maintenance Schedule

BRADWELL ON SEA PARISH COUNCIL NEW EMAIL ADDRESS IS
clerk@bradwellonsea-pc.gov.uk

23-24/257 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

23-24/258 Ongoing village projects

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

23-24/259 Date of next meetings Monday 16th. September 2024 at 7.30pm

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

23-24/260 Any items for the next agenda

23-24/261 Exclusion of the Public and Press

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

23-24/262 To Close the meeting

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



Bradwell on Sea Parish Council

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Minutes of the Parish Council meeting held on Monday 17th. June 2024 at 7.30pm in the Village Hall

Present: Cllrs M. Neall (Chair), H. Baker (Vice-Chair), P. Davidson, M. Martin and Kevin B. Money Parish Clerk. There were also 1 member of the public present.

23-24/226 Apologies for Absence were received from Cllrs. J. Noble and D. Allen

23-24/227 Code of Conduct Declaring an Interest/Registration of Councillors' Interests
Councillors to declare an interest in any item on the agenda. **None Declared**

23-24/228 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 13th. May 2024.
All Agreed

23-24/229 Public Forum

Any members of the public or Councillors wishing to address the Council may do so during this time.
A Councillor raised the issue of the MDC planning notice for 24/00304 as to why no official notice is on MDC website. Send 2025 meeting dates for BOSPC to Roger

23-24/230 PCC & PC meeting update

The new LED lights have been installed on the Church. Can a councillor be a link between the BOSPC and the Church. Review the schedule between PCC and BOSPC.

23-24/231 Finance

- a. To receive the Bank reconciliations as at 31st. May 2024
Councillors noted the Bank reconciliations as at 31st. May 2024
- b. To receive the comparison of Actual to Budgeted for 2024/25
Councillors noted the comparison of Actual to Budgeted for 2024/25
- c. To approve the payment of Accounts for June 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

23-24/232 Planning Applications

24/00463/HOUSE - The Cloisters High Street Bradwell-on-sea Southminster
Single storey rear and side extension
RESOLVED: No objections to this planning application

23-24/233 Planning Decisions made by ECC / MDC affecting Bradwell on Sea
FUL/MAL/24/00252 - The Othona Community East End Road Bradwell-on-sea Southminster
Installation of two wildlife ponds. **APPROVE** subject to conditions

VARM/MAL/24/00003 - Bradwell Power Station Downhall Beach Bradwell-on-sea Southminster
Variation of condition 1 on approved planning permission 20/00180/FUL (Retention of on-site cabins and containers. (retrospective) **APPROVE** subject to conditions

FUL/MAL/24/00024 - Bacons Farm Barn Bacons Chase Bradwell-On-Sea Essex
Works associated with conversion of barn to dwelling. Alterations to existing garage
APPROVE subject to the applicants and all interested parties first entering into an Agreement pursuant to S106 of the Town and Country Planning Act 1990 relating to the following matters and subject to the following conditions

LBC/MAL/24/00025 - Bacons Farm Barn Bacons Chase Bradwell-On-Sea Essex
Works associated with conversion of barn to dwelling. Alterations to existing garage.
GRANT LISTED BUILDING CONSENT subject to conditions

23-24/234 Appeals affecting Bradwell on Sea

23/00861/FUL - Land At 2 East Hall Cottages East End Road Bradwell-On-Sea
Demolition of existing structures and construction of a detached bungalow with associated access
Appeal Ref: APP/X1545/W/24/3340341. Appeal Start Date: 10th. May 2024

23/01110/OUT - Land Rear Of Ancora South Street Bradwell-On-Sea Essex
Erection of 9 retirement bungalows with all matters reserved
APP/X1545/W/24/3341856 – Appeal Start Date 29th. May 2024

23-24/235 Highways & public footpaths

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

Cllr M. Neall has received an email from Cllr T. Cunningham who has refused to attend a meeting with Cllr M. Neall. Cllr W. Stamp is still pushing for a face-to-face meeting with Cllr T. Cunningham.

23-24/236 Groundsman

a) Update from the Groundsman. The groundsman submitted a report prior to the meeting. It read **Village Hall**. The field has been cut regularly with tractor mower and lawn mower. Unusually fast growth due to the wet weather. Playground cut with lawn mower and strimmer. All areas kept clear of litter.

Water Pump. Path and surroundings strimmed; litter removed

War Memorial. Dead rose heads removed; site tidied.

St. Thomas Churchyard. Grass cut repeatedly. Again, growth very fast. Trimmed back the low branches on lime trees to ensure easy access along path and on to the grass. Strimmed around gravestones and perimeter and edges of paths.

23-24/237 Village Hall and play area

- Update from the VH Committee.

The Village Hall AGM has taken place. Not very well attended. Going ahead with the Fire & Electrical inspections of the hall.

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

23-24/238 Village Hall/Park Check List & Village Hall Maintenance Schedule

Councillors noted the Village Hall/Park Check List & Village Hall Maintenance Schedule

23-24/239 Receive and consider reports and minutes of meetings attended or information relating to meetings coming up

- 1) DHGPC – update from Cllr J. Noble. The scheduled meeting has been cancelled
- 2) Climate Action – Update from Cllr H. Baker. No update

23-24/240 Ongoing village projects

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

23-24/241 Date of next meetings Monday 15th. July 2024 at 7.30pm

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

23-24/242 Any items for the next agenda

Councillor be a link between the BOSPC and the Church: Review of schedule between PCC and BOSPC
Appointment onto the Village Hall Trustee committee: ROSPA report

23-24/243 Exclusion of the Public and Press

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Cllr M. Neall proposed to exclude the public and press from the meeting. Cllr H. Baker seconded. **All Agreed**

23-24/244 To Close the meeting

To close the Meeting having considered and determined all items of business
The Chairman then closed the meeting at 8.35pm and thanked everyone for attending

Signed

M.Neall - Chairman

15th. July 2024

	BANK RECONCILITION			
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	
Unity Trust Bank - Current a/c	£ 16,732.89	£ 14,660.20	£ 13,540.83	
Unity Trust Bank - EMR	£ -	£ -	£ -	
Total	£ 16,732.89	£ 14,660.20	£ 13,540.83	
Less Unpresented cheques	£ -	£ -	£ -	
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 16,732.89	£ 14,660.20	£ 13,540.83	
CASH BOOK				
Balance as at 01.04.24	£ 18,054.50	£ 18,054.50	£ 18,054.50	
Plus Receipts	£ -	£ 2,296.85	£ 2,296.85	
Total	£ 18,054.50	£ 20,351.35	£ 20,351.35	
Less Payments	£ 1,321.61	£ 5,691.15	£ 6,810.52	
Grand Total	£ 16,732.89	£ 14,660.20	£ 13,540.83	
Difference	£ -	£ 0.00	£ 0.00	
Bank Balance as at				
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR				
Total				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.2				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				
Bank Balance as at				
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR				
Total				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.24				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				



Bradwell On Sea Parish Council

Current T1

60-83-01 • 20492588

Balance

£ 41,756.08

Available

£ 41,756.08

Balances are correct as of 09:14 on 10 Jul 2024.

↓ Date	Description	Paid in	Paid out	Balance
09/07/24	BRAD PC GEN 1 • ACCOUNT CLOSURE	27,715.25		41,756.08
03/07/24	BRAD PC GEN4A/C • SR0307242976093	500.00		14,040.83
30/06/24	Service Charge		-18.00	13,540.83
18/06/24	B/P to: Kevin B. Money • CLERK SALARY		-647.85	13,558.83
18/06/24	B/P to: Stephen Dewick • MAY '24 PAYMENT		-375.40	14,206.68
18/06/24	B/P to: Maldon DC • BRA00990698		-78.12	14,582.08
14/05/24	B/P to: Kevin B. Money • CLERK SALARY		-647.85	14,660.20
14/05/24	B/P to: Zurich Insurance • 3699623		-2,279.31	15,308.05
14/05/24	B/P to: Peter Davidson • WICKS SUPPLIES		-11.47	17,587.36
14/05/24	B/P to: Roger Scurrrell • DECKING SUPPLIES		-788.04	17,598.83
14/05/24	B/P to: Kevin B. Money • CLERK EXPENSES		-111.66	18,386.87
14/05/24	B/P to: M. Lawson • INTERNAL AUDIT		-175.00	18,498.53
14/05/24	B/P to: Stephen Dewick • APRIL '24 PAYMENT		-356.21	18,673.53
10/05/24	HMRC VTR • XEV126000102603	2,296.85		19,029.74
25/04/24	B/P to: Stephen Dewick • MARCH WORK PAYMENT		-236.04	16,732.89
16/04/24	B/P to: Kevin B. Money • CLERK SALARY		-647.85	16,968.93
16/04/24	B/P to: Maldon DC • BRA03690352		-437.72	17,616.78

BRADWELL ON SEA PC ACTUAL AGAINST BUDGET REPORT

		Budget 2024/25	Total Income / Spend to July '24	Left In Budget as at July '24
Income	Precept	28840	£ 28,840.00	
	Grants	0	£ -	
	Interest	75	£ -	
	Other	0	£ 500.00	
	VAT Refund	0	£ 2,296.85	
	TOTAL	28915	£ 31,636.85	
Exp.				
Staff	Clerk Salary	7415	£ 2,591.40	£ 4,823.60
	Groundsman Salary + Expenses	4400	£ 1,311.51	£ 3,088.49
	Office Allowance	360	£ -	£ 360.00
	TOTAL	12175	£ 3,902.91	£ 8,272.09
Adm.	Admin Expenses	250	£ 68.00	£ 182.00
	Audit Fees	510	£ 214.60	£ 295.40
	TOTAL	760	£ 282.60	£ 477.40
General	Insurance	2400	£ 2,279.31	£ 120.69
	EALC/NALC Subscriptions	575	£ 287.92	£ 287.08
	Training	500	£ -	£ 500.00
	VH Window cleaning	130	£ -	£ 130.00
	Website/Email costs	330	£ -	£ 330.00
	Solicitors	1250	£ -	£ 1,250.00
	Mower Service	300	£ 862.34	-£ 562.34
	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	£ 666.26	£ 3,333.74
	MDC - TruCam	800	£ 364.77	£ 435.23
	CCTV Storage of data	120		£ 120.00
	Church Wall repair	0		£ -
	Play Inspection	70	£ 65.10	£ 4.90
	Mary Brown Trust - Hampers	0	£ -	£ -
	Bank Charges	72	£ 18.00	£ 54.00
	TOTAL	16052	£ 4,543.70	£ 11,508.30
	GRAND TOTAL	28987	£ 8,729.21	£ 20,257.79
	Total VAT reclaim		£ 403.70	
	TOTAL in Expenditure account		£ 9,132.91	

BOSPC FINANCE JULY 2024 PAYMENTS						
Income:						
Expenditure						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	BOSPC Ref. No.
FEE		UTB - Service Charge	£ 18.00	£ -	£ 18.00	14
BACS	July '24	Kevin B. Money - Clerk salary	£ 647.85	£ -	£ 647.85	15
BACS	June '24	S. Dewick - Groundsman wages	£ 343.86	£ -	£ 343.86	16
BACS	17562	EALC - 2024/25 subscription	£ 287.92	£ -	£ 287.92	17
BACS		K. B. Money - Postage	£ 7.95	£ -	£ 7.95	18
BACS	105170	Upson - Mower service	£ 862.34	£ 172.47	£ 1,034.81	19
TOTAL:			£ 2,167.92	£ 172.47	£ 2,340.39	

Groundsman's Report for June 2024

Village Hall

Exceptionally fast grass growth throughout the month with field and playground cut several times. Strimmed and tidied as necessary with the hedges at the main entrance and along the route into the field trimmed back to ensure safe and easy access.

Water Pump

Paths strimmed and site kept tidy.

Churchyard

Mowing and strimming as required. Littering continues to be a bigger problem than in most years.

War memorial

Several visits to dead head roses. Again, littering worse this year than in previous years.

ONGOING PROJECTS / ACTION LIST

AS AT 15.07.24

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 TH MAY 2023: Sanjay Makwana Associate Solicitor Gepp Solicitors 01245 493939 5 Springfield Lyons Approach, Chelmsford, Essex, CM2 5LB Solicitors in Chelmsford, Essex - Gepp Solicitors	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.	VHMC
	PAINT FRONT DOORS AND FALSE WINDOWS	AWAITS COMPLETION	CLLR NEALL CLLR DAVIDSON
March '24	MINI-SERVICE JET WASHER	AWAITS COMPLETION – LOCATE JET WASHER	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

Village Hall & Park Check – Action List

Last updated 16.05.24	Action
<p>Village Hall The paint on the black false windows and original front door is peeling, showing bare wood and will require repainting again soon – JA/JM/JN /17:4:23</p> <p>Park side (south facing) roof: Some tiles have moved, and few are broken. One to watch, it is not worth getting the roofer out yet – JN/17:4:23 & 26:4:24 There are a number of tiles that are either damaged, slipped or just not there. This should be looked at by a professional that can advise if work is required - MN/20:4:24</p> <p>COMPLETED JN, PD, Roger Scurrall/7:5:24 Note: All of the yellow Anti-Slip strips have been removed to facilitate the replacement of the decking and addition of preservative. These will be replaced after the second coat of preservative. Sections of the handrail will require replacing and/or mastic added. Some of the wood is showing signs of rotting – JN /17:4:23 & 26:4:24</p> <p>Underneath the decking requires clearing of twigs, leaves, branches, weeds and wood – JN/17:4:23 & 24:4:24</p> <p>Car park side (north facing) roof: Some tiles have moved, and few are broken. One to watch, it is not worth getting the roofer out yet – MN/21:11:22 & JN/26:4:24 There are a number of tiles that are either damaged, slipped or just not there. This should be looked at by a professional that can advise if work is required - MN/20:4:24</p> <p>Boiler House: There is damage to the corrugated roof; it is turned up along one side – MN/21:11:22</p> <p>Boiler House: The rendering on the wall is slightly blown and has a hole in it. Requires addressing – MN/7:3:23</p> <p>Village Hall: The rendering on the south wall is slightly blown (pebble dashing/stones missing). Requires addressing – JN/16:3:23</p> <p>CCTV: I have got 3 of the 5 running. The one pointing from the front across the car park will require a manual reset. COMPLETED JN, PD/7:5:24</p> <p>The ones that we have working are at the Car Park Entrance and, Rear Car Park (which covers the majority of car park) and Play area Remove redundant CCTV cameras – JN/26:4:24 Leaves and weeds at the front of the Village Hall require removing. Looks untidy – JN/26:4:24 Weeds at the car park (north) side of the Village Hall require removing. Looks untidy – JN/26:4:24 Window sill Park side (south facing) is damaged. Roger aware – JN/26:4:24 Ladies toilet window is broken/damaged and required fixing or replacing. Roger aware – JN/26:4:24</p> <p>Front kitchen drain cover damaged (external) where the waste wipe enters the gully – JN/26:4:24 Window sill Car park side (north facing), between the security door and the top kitchen entrance is damaged. Roger aware – JN/26:4:24</p> <p>==</p>	

Garage

There is fascia missing from the rear of the garage roof – JN/17:4:23

The ends of front fascia on the garage are beginning to rot and will require replacing soon – JN/17:4:23

A section of the corrugated iron roof on the front of garage is bent upwards - Roger is aware – JN/17:4:23.

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Park

Red Notice Board in Park: There are a number of old items in the notice board that require updating.. Does anyone know who has the key? – MN/20:4:24

The missing/damaged bushes at the road (east) end, by Blossoms require replacing.

Potential safety hazard and an eyesore – JN/26:4:24

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Field

The new game tabletop is damaged. Not to be replaced at present - PC decision

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Picnic Shelter: The bottom of the roof has become delaminated and will require repair/replacing – MN/7:3:23

The roof needs to be cleaned and the concrete base requires pressure washing as it's fairly green – MN/20:4:24

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Field Access - There is a chain with padlock to stop people accessing the field. The end that is secured to the post is held on by link that screws into itself. This is very loose and can be removed by hand; therefore the padlock might as well not be on there as you can open the chain without needing a key. A more secure locking process needs to be looked at – MN/20:4:24

Dead Tree: There is a dead tree on the far side of the park that needs to be removed. This may have to be done when the hedge dies back in the winter – MN/20:4:24

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Bench near hedge in field:: The first bar of the bench has been broken and should be repaired – MN/20:4:24

Broken Post by Car Park: We now have 2 broken posts on the access to the field that could be an issue as, potentially; you could drive a small car through the gap – MN/20:4:24

Bench at car park entrance on the pavement has one wooden slat that requires replacing.

Not unsafe – JN/26:4:24

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Cllr. P.
Davidson