



## 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](mailto: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 16<sup>th</sup>. SEPTEMBER 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 – 10<sup>th</sup>. September 2024

### AGENDA

#### 23-24/263 Apologies for Absence

##### 23-24/264

- a) Cllr M. Neall Chairmans announcement
- b) To accept the resignation of the Parish Clerk last day being 30<sup>th</sup>. September 2024

23-24/265 To elect a new Chair, if necessary, for the remainder of the financial year

23-24/266 To elect a Vice-Chair, if necessary, for the remainder of the financial year

#### 23-24/267 Code of Conduct Declaring an Interest/Registration of Councillors' Interests

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

#### 23-24/268 Minutes from the previous meetings held to be agreed and signed.

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

#### 23-24/269 Public Forum

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

#### 23-24/270 Finance

- a. To receive the Bank reconciliations as at 31<sup>st</sup>. August 2024
- b. To receive the comparison of Actual to Budgeted for 2024/25
- c. To approve the payment of Accounts for August & September 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d. To discuss a grant application from The Vine Schools Trust

#### 23-24/271 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>

**24/00657/TCA** - St Cedds Church Of England Voluntary Aided Primary School East End Road Bradwell-on-sea Southminster

T1-Wild Cherry - Fell, T2-Prunus Avium - Fell.

Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00657/TCA>

**24/00355** - Workshop Formerly A Smithy With 2 Attached Cast Iron Advertisement Plaques High Street Bradwell-On-Sea Essex

Minor adjustment to the south end of the buildings north roof, recreating the original form of this roof. Amendment to the form and finishes of the previously approved rear (east) roof slopes. Repositioning and reduction in the number of previously approved rooflights. Addition of solar panels to south roof slopes Documents can be found at

<https://cdp.maldon.gov.uk/planning/planning-documents?SDescription=24/00355/LBC>

**23-24/272 Planning Decisions made by ECC / MDC affecting Bradwell on Sea**

**HOUSE/MAL/24/00463** - The Cloisters High Street Bradwell-on-sea Southminster

Single storey rear and side extension. **APPROVE** subject to conditions

**23-24/273 Appeals affecting Bradwell on Sea**

**23-24/274 Highways & public footpaths**

- a) To report any new highways or public footpath defects & to report any repairs or updates on existing defects.
- b) Councillors to discuss Maintaining the footpaths by volunteers
- c) Councillors to discuss arranging a further litter pick in early 2025

**23-24/275 Groundsman**

- a) Report from the Groundsman.

**23-24/276 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.

**23-24/277 Village Hall/Park Check List & Village Hall Maintenance Schedule**

**23-24/278 Receive and consider reports and minutes of meetings attended or information relating to meetings coming up**

- 1) DHGPC – update from Cllr J. Noble

**23-24/279 District & County Councillors report**

To receive a report from the District Councillor.

**23-24/280 Ongoing village projects**

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

**23-24/281 Date of next meetings** Monday 21<sup>st</sup>. October 2024 at 7.30pm

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

**23-24/282 Councillors to agree 2025 meeting dates as follows**

17.02.25: 17.03.25: 28.04.25: 19.05.25: 16.05.25: 21.07.25: 15.09.25: 20.10.25: 17.11.25: 15.12.25

**23-24/283 Any items for the next agenda**

**23-24/284 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.

**23-24/285 To Close the meeting**

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



# 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](mailto:clerk@bradwellonsea-pc.gov.uk)  
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>. July 2024 at 7.30pm in the Village Hall

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

**23-24/245 Apologies for Absence** were received from Cllrs D. Allen, P. Davidson and J. Noble

**23-24/246 Code of Conduct Declaring an Interest/Registration of Councillors' Interests**  
Councillors to declare an interest in any item on the agenda. **None Declared**

**23-24/247 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 17<sup>th</sup>. June 2024.

**All Agreed**

## **23-24/248 Public Forum**

Any members of the public or Councillors wishing to address the Council may do so during this time.  
Insurance renewal on the village hall has been received. Copy of BOSPC Insurance to be sent to R. Scurrill.  
The phone mast generator is a common feature in rural areas. Was the generator in the original documents?  
Cllr M. Neall to investigate  
The basketball pole replacement needs chasing up.

## **23-24/249 Finance**

- a. To receive the Bank reconciliations as at 30<sup>th</sup>. June 2024  
Councillors noted the Bank reconciliations as at 30<sup>th</sup>. June 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 July 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

## **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.

**RESOLVED:** No objection to this application

**23-24/251 Planning Decisions made by ECC / MDC affecting Bradwell on Sea. None made by MDC**

**23-24/252 Appeals affecting Bradwell on Sea. No appeals received**

## **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. The hole at High Street is getting bigger. A few holes have opened up outside the Water Pump.

## **23-24/254 Groundsman**

- a) Report from the Groundsman. 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.

### **23-24/255 Village Hall and play area**

- Update from the VH Committee. Village Hall meeting is scheduled for 16<sup>th</sup>. July
- Update/ reports on any findings on Councillors weekly checks of the hall. Any immediate repairs to be decided on. Councillors have undertaken the weekly checks

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

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

### **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

Councillors were asked to attend the meeting on 17<sup>th</sup>. July at St. Lawrence village hall

- 2) Climate Action – Update from Cllr H. Baker. No meeting has been scheduled.

Take this off future agenda items

### **23-24/258 Ongoing village projects**

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

Councillors noted and updated the Ongoing village project list

### **23-24/259 Date of next meetings Monday 16<sup>th</sup>. 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**

Grant application from Vine Trust academy

Maintaining the footpaths by volunteers

Date for litter picking – 7<sup>th</sup>. & 8<sup>th</sup>. September + beach clean

BOSPC Meeting dates for 2025

### **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.

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

### **23-24/262 To Close the meeting**

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

The Chair then closed the meeting at 8.35pm and thanked everyone for attending

Signed

16<sup>th</sup>. September 2024

**M. Neall - Chair**

	<b>BANK RECONCILITION</b>			
Financial year ending 31.03.25				
Bank Balance as at	<b>30.04.24</b>	<b>31.05.24</b>	<b>30.06.24</b>	<b>31.07.24</b>
Unity Trust Bank - Current a/c	£ 16,732.89	£ 14,660.20	£ 13,540.83	£ 39,433.69
Unity Trust Bank - EMR	£ -	£ -	£ -	£ -
<b>Total</b>	<b>£ 16,732.89</b>	<b>£ 14,660.20</b>	<b>£ 13,540.83</b>	<b>£ 39,433.69</b>
Less Unpresented cheques	£ -	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 16,732.89</b>	<b>£ 14,660.20</b>	<b>£ 13,540.83</b>	<b>£ 39,433.69</b>
<b>CASH BOOK</b>				
Balance as at 01.04.24	£ 18,054.50	£ 18,054.50	£ 18,054.50	£ 18,054.50
Plus Receipts	£ -	£ 2,296.85	£ 2,296.85	£ 31,636.85
<b>Total</b>	<b>£ 18,054.50</b>	<b>£ 20,351.35</b>	<b>£ 20,351.35</b>	<b>£ 49,691.35</b>
Less Payments	£ 1,321.61	£ 5,691.15	£ 6,810.52	£ 10,257.66
<b>Grand Total</b>	<b>£ 16,732.89</b>	<b>£ 14,660.20</b>	<b>£ 13,540.83</b>	<b>£ 39,433.69</b>
Difference	£ -	£ 0.00	£ 0.00	£ -
<hr/>				
Bank Balance as at	<b>31.08.24</b>			
Unity Trust Bank - Current a/c	£ 39,433.69			
Unity Trust Bank - EMR	£ -			
<b>Total</b>	<b>£ 39,433.69</b>			
Less Unpresented cheques	£ -			
Total of unpresented cheques	£ -			
<b>Net Bank Balances as at</b>	<b>£ 39,433.69</b>			
<b>CASH BOOK</b>				
Balance as at 01.04.2	£ 18,054.50			
Plus Receipts	£ 31,636.85			
<b>Total</b>	<b>£ 49,691.35</b>			
Less Payments	£ 10,257.66			
<b>Grand Total</b>	<b>£ 39,433.69</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:** 31/08/2024

**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
31/07/2024		Balance brought forward	£0.00	£0.00	£39,433.69

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Statement number 013

For Businesses.  
For Communities.  
For Good.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

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We invest in people Gold



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

		Budget 2024/25	Total Income / Spend to Sept '24	Left In Budget as at Sept '24
<b>Income</b>	Precept	28840	£ 28,840.00	
	Grants	0	£ -	
	Interest	75	£ -	
	Other	0	£ 500.00	
	VAT Refund	0	£ 2,296.85	
	<b>TOTAL</b>	<b>28915</b>	<b>£ 31,636.85</b>	
<b>Exp.</b>				
Staff	Clerk Salary	7415	£ 3,887.10	£ 3,527.90
	Groundsman Salary + Expenses	4400	£ 1,766.96	£ 2,633.04
	Office Allowance	360	£ -	£ 360.00
	<b>TOTAL</b>	<b>12175</b>	<b>£ 5,654.06</b>	<b>£ 6,520.94</b>
Adm.	Admin Expenses	250	£ 68.00	£ 182.00
	Audit Fees	510	£ 214.60	£ 295.40
	<b>TOTAL</b>	<b>760</b>	<b>£ 282.60</b>	<b>£ 477.40</b>
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	£ 301.00	£ 29.00
	Solicitors	1250	£ -	£ 1,250.00
	Mower Service	300	£ 862.34	<b>-£ 562.34</b>
	Contingency	2000	£ 1,124.75	£ 875.25
	BT Broadband	480	£ 134.26	£ 345.74
	Elections	1000	£ -	£ 1,000.00
	Churchyard Electricity	275	£ -	£ 275.00
	Rangers	1750	£ -	£ 1,750.00
	Village Projects	4000	£ 807.82	£ 3,192.18
	MDC - TruCam	800	£ 747.00	£ 53.00
	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
	<b>TOTAL</b>	<b>16052</b>	<b>£ 6,627.50</b>	<b>£ 9,424.50</b>
	<b>GRAND TOTAL</b>	<b>28987</b>	<b>£ 12,564.16</b>	<b>£ 16,422.84</b>
	Total VAT reclaim		£ 575.37	
	<b>TOTAL in Expenditure account</b>		<b>£ 13,139.53</b>	

**BOSPC FINANCE AUGUST & SEPTEMBER 2024 PAYMENTS****Income:****Expenditure**

<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		BT - VH Broadband	£ 134.26	£ 6.71	£ 140.97	20
BACS	Aug & Sept	S. Dewick - Groundsman wages	£ 455.45	£ -	£ 455.45	21
BACS	Aug '24	Kevin B. Money - Clerk salary	£ 647.85	£ -	£ 647.85	22
BACS	Sept '24	Kevin B. Money - Clerk salary	£ 647.85	£ -	£ 647.85	23
BACS	3690952	MDC - TruCam services	£ 382.23	£ 76.45	£ 458.68	24
BACS	20085	Macintosh Electronics - .gov.uk email and website	£ 301.00	£ 60.20	£ 361.20	25
BACS		R. Scurrrell - VH Supplies	£ 141.56	£ 28.31	£ 169.87	26
<b>TOTAL:</b>			<b>£ 2,710.20</b>	<b>£ 171.67</b>	<b>£ 2,881.87</b>	



11<sup>th</sup> July 2024

Cllr Neall  
Bradwell-On-Sea Parish Council  
bradwellpc@yahoo.co.uk

Dear Cllr Neall,

**Subject: Request for Support in Funding School Counselling Services**

I am writing to you as the concerned Executive Headteacher of 4 Dengie Schools and a strong advocate for the mental health and well-being of our young people. As you may be aware, the demand for school counselling services has significantly increased in recent years, reflecting the growing mental health challenges faced by students.

School counsellors play a crucial role in providing emotional support, guidance, and intervention for students dealing with a range of issues, from personal and family problems to academic stress. Unfortunately, as like many schools, the Dengie Schools are struggling to meet this demand due to limited funding and resources. An initial appointment for a child to be seen by CAHMS (Child and Adolescent Mental Health Services) can be up to 18 weeks from referral. The Children's Commissioner has recently reported (15 Mar 2024) that 270,300 children are waiting for support from mental health services whilst 372,800 had their referral closed before accessing support.

The British Association for Counselling and Psychotherapy states that 'access to free, timely and accessible counselling interventions for children and young people can play a critical role in responding to presenting mental health issues or psychological distress. Speaking to a counsellor can be a transformative experience for children and young people. It can help them cope with the difficult circumstances they face in their lives – and to go on and flourish in the future... the longer-term effects of school-based counselling, in primary school settings, found significant improvements in children's mental health two years after the counselling intervention took place (Finning, et al, 2021).'

I am reaching out to you to request your support in funding school counselling services. We would like to contract an appropriately qualified child therapist/counsellor to work with all 4 Vine Trust Schools. We anticipate that this will cost in the region of £20,000 -£25,000 per annum. Your contribution can make a significant difference in the lives of our students by ensuring they have access to the early help they need to thrive socially, emotionally and ultimately academically. We can ensure that our most vulnerable children can be seen quickly, in an understanding and supportive environment. By investing in school counselling, you will be investing in the future of our community.

There are several ways you can support this initiative:

53 New Street  
Chelmsford  
Essex  
CM1 1AT  
<http://www.vineschoolstrust.co.uk>  
email: [admin@dcvst.org](mailto:admin@dcvst.org)



1. **Financial Donations:** Direct contributions to help fund a school counselling professional or resources. We are hopeful that a collaboration of donors will be able to support this essential provision. Any level of financial donation will be gratefully received.
2. **Advocacy:** Using your platform to raise awareness about the importance of school counselling and encouraging others to contribute.

Your support will not only help individual students but also contribute to a healthier, more resilient community. I would be happy to discuss this further and explore how we can work together to support our schools. To make an appointment, please email me [becky.fairhead@dcvst.org](mailto:becky.fairhead@dcvst.org), copying in our Finance Partner, Gemma Singleton, [gemma.singleton@dcvst.org](mailto:gemma.singleton@dcvst.org). In return for support, we would publicly thank you via the school's Newsletters and websites.

Thank you for considering this request. I look forward to the possibility of collaborating with you to make a positive impact on the lives of our young people.

Yours ,



**Becky Fairhead**  
Executive Headteacher & Trust School Improvement Lead  
Latchingdon, Southminster, St Cedd's and St Nicholas C of E Primary Schools.

## Groundsman's Report July /August

Village Hall – Grass cutting and strimming continued as required with growth rate greatly reduced now. The hedges were trimmed back just before the flower show to allow easy access on to the field and litter has been kept clear. Also ragwort plants removed before seeding took place.

Churchyard – Grass cutting and strimming have continued. Litter still a problem but not as bad as earlier in the year.

Water pump – Path strimmed and area around pump kept tidy

War memorial – Dead heading of the roses and general weeding has continued as required. Also strimmed around site.

## Village Hall & Park Check – Action List

Last updated 8.05.84	Action
<p>Village Hall  <del>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</del></p>	Complete
<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            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>	Complete
<p>COMPLETED JN, PD, Roger Scurrall/7:5:24  <del>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 &amp; 26:4:24</del></p>	Groundsman
<p><del>Decking requires sweeping off, this is a continuing issue. JN/8:8:24.</del></p> <p><del>Underneath the decking requires clearing of twigs, leaves, branches, weeds and wood – JN/17:4:23</del></p>	Groundsman
<p><del>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            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</del></p>	
<p><del>Park side (south facing) wall:            Wall sprayed with plastic 'silly" string, requires washing off or repainting</del></p>	
<p><del>Boiler House: There is damage to the corrugated roof, it is turned up along one side            MN/21:11:22</del></p>	
<p><del>Boiler House: The rendering on the wall is slightly blown and has a hole in it. Requires addressing – MN/7:3:23</del></p>	
<p><del>Village Hall: The rendering on the south wall is slightly blown (pebble dashing/stones missing). Requires addressing – JN/16:3:23</del></p>	Complete
<p><del>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</del></p>	Complete
<p><del>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</del></p>	Complete
<p><del>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</del></p>	Complete

<p><b>Garage</b>  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</p> <p>A section of the corrugated iron roof on the front of garage is bent upwards - Roger is aware – JN/17:4:23.</p>	
<p><b>Park</b>  <del>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</del>  The missing/damaged bushes at the road (east) end, by Blossoms require replacing.  Potential safety hazard and an eyesore – JN/26:4:24</p>	Complete
<p><b>Both yellow pedestrian gates do not close, the spring closure mechanism requires adjusting- JN/8:8:24.</b></p>	Cllr Noble
<p><b>Field</b>  <del>The new game tabletop is damaged. Not to be replaced at present – PC decision</del></p>	Complete
<p><b>Picnic Shelter:</b> 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</p>	
<p><del>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</del></p>	Complete
<p><b>Dead Tree:</b> 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</p>	
<p><b>Bench near hedge in field::</b> The first bar of the bench has been broken and should be repaired – MN/20:4:24</p>	
<p><del>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</del>  One post has been replaced and a scaffold pole has been secured in place of the other one.</p>	Complete
<p><del>Bench at car park entrance on the pavement has one wooden slat that requires replacing. Not unsafe – JN/26:4:24</del></p>	Complete

All outstanding actions, not previously dated, have been reset to 17<sup>th</sup> April 2023

Updated By Councillor Noble: 8th August 2024









**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 <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.	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 2025/26 BUDGET	PC /M JONES

