

GOSFIELD PARISH COUNCIL

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14TH OCTOBER 2025

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING OF GOSFIELD PARISH COUNCIL TO BE HELD ON **MONDAY 20TH OCTOBER 2025** IN THE PAVILION, CHURCH ROAD, GOSFIELD AT **7.15PM** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.

DIANE JACOB

DIANE JACOB
PARISH CLERK

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
25/194	Chairman	Welcome and Apologies for Absence. Members are reminded that the LGA1972, s85 states that apologies must be received prior to a meeting.	Decision
25/195	All Members	Declaration of Interests. To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct.	Decision
25/196	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. The maximum time allowed for the public to participate, as stated in the Gosfield Parish Council Public Participation policy and in accordance with Standing Orders is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
25/197	All Members	County and District Councillors to address the members if present. County Councillor Chris Siddall and District Councillor Peter Schwier	Information
25/198	All Members	Minutes. Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 15 th September 2025. Item 2. To confirm the minutes of the Parish Council meeting held on 15 th September 2025.	Decision
25/199	All Members	Co-option Two Cllr Vacancies. To confirm Gosfield Parish Council co-option policy. Item 1. To consider applicants and to co-opt candidate. Item 2. Co-opted candidate to sign acceptance of office. Item 3. Consent form to receive the Council Summons and agenda electronically. Item 4. Declaration of Interests form to be completed and sent direct to BDC within 28 days.	Decision
25/200	All Members	Planning Matters. Item 1. Planning updates. An appeal has been made to the Secretary of State against an enforcement notice issued by Braintree District Council on 2 September 2024. Petersfield Farm Petersfield Lane Gosfield Essex CO9 1PU. Alleged Breach: Appeal against	Decision

		<p>The unauthorised material change of use of the land for the siting of containers for storage purposes and the construction of an earth bund along the Eastern boundary. Awaiting decision - update.</p> <p>Enforcement Case 20/00117/UBW3: Planning ref: 20/00915/FUL Oaklands Shardlowes Farm. Update by BDC on 17 August 2025. The planning history at this location shows that an enforcement investigation was raised in March 2020 under reference 20/00117/UBW3 in order to investigate a building which had been constructed without the benefit of planning consent. A planning application was subsequently received and refused and an appeal to the planning inspectorate followed, this was dismissed favouring the Council's position. The enforcement history indicates that formal enforcement action was not supported by the Planning Development Manager in this instance, therefore the building has become time barred from enforcement action under section 171b Town & Country Planning Act 1990 rendering it lawful, the enforcement investigation was closed accordingly. Update by District Cllr Schwier</p> <p>BDC Local Plan – Call for sites – Larger sites to be discussed a sub-committee meeting at BDC in September/date etc to be confirmed-Update.</p> <p>Item 2. New applications. Ref: 25/02098/TPOCON Description: Notice of intent to carry out works to trees in a Conservation Area: T1 - Lime - Remove hangers, deadwood clean and aerial inspect T2 - Lime - Uprooting, fell tree. Replacement Lime will be planted T3 - Lime - Remove epicormic growth T5 - Lime - Deadwood remove down to 50mm and remove epicormic growth T10 - Lime - Remove hanger, deadwood down to 50mm and remove epicormic growth T16 - Lime - Crown reduction of up to 5m T17 - Cypress Row - Reduction height to match other row - approx. 5m reduction T18 - Cypress Row - Reduce lateral weight to prevent tear outs T24 - Lime - Deadwood remove down to 50mm and reduce heavy laterals by up to 4m Location: 2 The Lindens Gosfield Halstead Essex CO9 1GW Objection to the application – Parish Council supports the comments made by Stephen Westover. Deadline date to comment was 14th October.</p> <p>Ref: 25/02191/TPOCON Description: Notice of intent to carry out works to trees in a Conservation Area:- Horse Chestnut, Ash & Yew tree to be felled and stumps ground out. Location: Lornecroft 1 Halstead Road Gosfield Essex CO9 1PQ</p> <p>Ref: 25/02224/HH Description: Single storey rear extension. Location: 26 Chestnut Avenue Gosfield Essex CO9 1TD</p> <p>To consider any other applications received in order to be able to meet deadline dates.</p>	
25/201	All Members	<p>Financial Matters. Item 1. To approve accounts for payment. Item 2. To approve the quarterly bank reconciliation.</p>	Decision

		Item 3. To confirm receipt and discuss the external audit report for financial year end 31 st March 2025.	
25/202	All Members	<p>Matters Arising from previous minutes.</p> <p>Item 1. Previous Minute No. 24/268 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, update by Cllr R. Edwards.</p> <p>Item 2. Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – update re Edmund Green.</p> <p>Item 3. Previous minute No. 24/129 Open Space land at the top of Meadway – access gate to knee high fencing (BDC) public rights of way concerns regarding footpath 11, replacement of trees and to discuss the transfer of land.</p> <p>Item 4. Highways – Speed limit relating to Gosfield Road as discussed with Tom Cunningham previous minute number 24/264 update by Cllr Siddall.</p> <p>Item 5. Highways – White Lines. White lines on the edge of the road near the kerb from the Kings head pub down to the Limes. Reported to Highways ref numbers 373559, 3731561 and 2946334 – update by Cllr Siddall.</p> <p>Item 6. Highways – Blocked gully/drains. Ref: 3766624, and Ref: 35321973 What three words: puffed.rival.nurtures - update by Cllr Siddall.</p> <p>Item 7. Highways – 30mph sign down along Braintree Road Ref: 2977068- update by Cllr Siddall.</p> <p>Item 8. Highways – Ref: 3829092 Overgrown vegetation, Hedingham Road – update by Cllr Siddall.</p> <p>Item 9. Highways – Ref: 2991483 Potholes junction at Hall Drive.</p> <p>Item 10. Highways - Ref: 2997676 The Street, outside the school, near Halstead Road junction – What three words: //constants.valid.scouted (Works completed).</p> <p>Item 11. Highways issues raised at September Parish Council meeting blocked drains/gullies throughout the village from Russell Road to Halstead Road 27 are blocked solid and need digging out and near Shardlowes Farm to Petersfield Lane 33 are blocked. Reply from Essex Highways have confirmed that they will be visiting site to assess the gulleys here. If they haven't been cleaned and are full, they will be added to the ad hoc jetting list.</p> <p>Item 12. Neighbourhood Plan – Update.</p> <p>Item 13. Previous minute no. 143 Quality Council Bronze Award – See item 25/204 below. Update.</p> <p>Item 14. Previous minute no. 25/185 item 1 and item 4 – Allotments Improvements to existing water supply and rat treatment – update.</p> <p>Item 14. Car Park – update.</p>	Information
25/203	All Members	<p>Skate Ramp.</p> <p>Item 1. Update.</p> <p>Item 2. To discuss and consider the purchase of fencing around the new skate ramp, size, design etc.</p> <p>Item 3. To discuss and consider the purchase of signs.</p>	Decision
25/204	All Members	<p>To adopt New Council Documents/Policy.</p> <p>Item 1. Financial Regulations 2024 (New version issued by NALC to consider adoption).</p> <p>Item 2. Standing Orders 2025 (New version issued by NALC to consider adoption).</p> <p>Item 3. Anti-fraud & Corruption policy.</p> <p>Item 4. Crime & Disorder policy.</p>	Decision

		Item 5. Training & development policy. Item 6. Training record. Item 7. To consider to sign up to the Civility and Respect Pledge	
25/205	All Members	Street Lights. Previous minute No. 24/251, 24/270, 25/012 and 25/030 To discuss and consider replacing the street lights with LED at a cost of £359.00 each.	Decision
25/206	All Members	Allotments. Previous minute no. 25/033, 25/136, 25/140, 25/163 To discuss and consider granting permission for the allotment holders to set up a constitution for the Gosfield Allotment Gardens Association. To discuss and consider the draft constitution.	Decision
25/207	All Members	Gosfield Nature Reserve. Item 1. Previous minute no. 24/277, 25 /111, 25/139, 25/165 Meeting held with Westover Woodlands – Update by Cllr Strudwick and Cllr R. Edwards. To discuss and consider draft 5-year management plan. Item 2. To review and consider the annual agreement/contract with Westover Woodlands. Item 3. To discuss and confirm if the Parish Council require a sign to be put in place stating, ‘no camping or overnight parking’. Item 4. To discuss a gate to GNR with combination padlock.	Decision
25/208	All Members	Pavilion showers To consider two quotes obtained for replacement of shower valves and repairing basin leak, etc. To consider acceptance of a grant from Gosfield Playing Field Management Committee of £500 Explanatory note-the majority of these works are the final part of the changing room refurb. Gosfield Playing Field Committee, subject to approval, will provide a grant towards these works.	Decision
25/209	All Members	Christmas tree 2025. To confirm giving a donation of £150.00 towards the village Christmas tree to the Social Club.	Decision
25/210	All Members	Internal Audit 2025/2026 To consider appointing Jan Stobart as the Internal Auditor for financial year accounts end 2025/2026.	Decision
25/211	All Members	Parish Calendar 2026/2027. To set the Parish Calendar for 2026/2027. (Annual Parish Assembly to take place from 1 st March – 1 st June 2026).	Decision
25/212	All Members	Finance Working Group. To confirm a date and time to hold a finance working group meeting to discuss the budget for 2026/2027.	Decision
25/213	All Members	To receive reports from outside bodies, training courses, village representative, and Parish Council working groups.	Information
25/214	All Members	Items for next agenda. Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information
25/215	All Members	Date of Next Meeting. Parish Council Meeting Monday 17 th November (7.15pm)	Information