

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 28th APRIL 2025
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

Present:

Cllr Tricia Edwards (Chairman)
Cllr Richard Edwards also (RFO)
Cllr Carol Hough
Cllr Maggi Pawsey
Cllr Tony Strudwick
Cllr Bob Waters
Cllr John Willis
Mrs Diane Jacob (Parish Clerk)

Two members of the public.

25/054 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Jo Colyer (due to holiday).

25/055 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.

None.

25/056 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public reported to the Parish Council residents' concerns relating to the access out of Kings Head Field onto The Street, turning left or right as the site line is obstructed by encroaching hedging and vegetation. Could the Parish Council ask landowners to cut these back to enable better visibility.

25/057 County and District Councillors to address the members if present.

Not present.

25/058 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 17th March 2025.

Proposed by Cllr Pawsey, seconded by Cllr Hough, all in favour resolution passed.

Item 2. To confirm the minutes of the Parish Council meeting held on 17th March 2025.

Proposed by Cllr Pawsey seconded by Cllr Waters, all in favour resolution passed.

Item 3. To confirm the receipt of the draft minutes of the Annual Parish Assembly meeting held on 31st March 2025.

Proposed by Cllr Pawsey, seconded by Cllr Waters, all in favour resolution passed.

Item 4. To confirm the minutes of the Annual Parish Assembly meeting held on 31st March 2025.

Proposed by Cllr Hough, seconded by Cllr Pawsey, all in favour resolution passed.

25/059 Co-option.

The Chairman read out and confirmed 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

No candidates to consider therefore item to be on the next agenda.

25/060 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 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 notification of decision.

Item 2. New applications.

Ref: 25/00778/TPO

Description: Notice of intent to carry out works to tree protected by Tree Preservation Order 23/82- Oak (T1), Oak (T2) and Oak (T3) a maximum of a 3m reduction to provide sufficient clearance to the property.

Location: 12 Greenways Gosfield Essex CO9 1TW

Objection

As these are only young trees they should be left to establish.

Proposed by Cllr Hough, seconded by Cllr Pawsey, all in favour resolution passed.

Ref: 25/00717/PLD

Description: Application for Certificate of Lawfulness for a proposed development - Loft conversion with rear dormer and front facing rooflights.

Location: 6 Greenways Gosfield Essex CO9 1TW

(For information only due to the type of application no comments required)

25/061 Financial Matters.

Item 1. Gosfield Parish Council approved accounts for payment, see separate page.

Proposed by Cllr Willis, seconded by Cllr Hough, all in favour resolution passed.

Item 2. Gosfield Parish Council approved the quarterly bank reconciliation, see separate page.

Proposed by Cllr Hough, seconded by Cllr Waters, all in favour resolution passed.

25/062 Matters Arising from previous minutes.

Item 1. Previous Minute No. 24/268 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, Cllr R. Edwards is contacting the current landowners, ongoing.

Item 2. Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – Further clarification requested from Clarion, no update, it was noted that the property is back on the open market.

Item 3. Previous minute No. 24/129 Open Space land at the top of Meadway – access gate to knee high fencing, still needs to be put in place – (ECC) public rights of way concerns regarding footpath 11, replacement of trees and to discuss the transfer of land. No update from BDC.

Item 4. 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 – no update by Cllr Siddall – ongoing.

Item 5. Highways – Blocked gully/drains. Ref: 3766624, and 35321973 What three words: puffed.rival.nurtures – no update by Cllr Siddall - ongoing.

Item 6. Car Park – It was confirmed that an application for financial assistance of £30,000.00 has been made to the National lottery and an application for £20,000.00 will be made to the Asda community fund. As all funding needs to be in place before works can commence.

Item 7. Skate Ramp previous minute 24/279 – The Parish Council confirmed that they require a concrete skate ramp approx.£60,000.00 and that we have now a photo of the design that we can place on the Crowdfunder website. All funding needs to be in place before works can commence.

Item 8. Gosfield Nature Reserve previous minute no. 24/277- Update 5 Year Plan will be on the next agenda, an item has been placed in the Grapevine asking for residents to submit their views and comments about the nature reserve local school Children will be writing letters to the Parish Council with suggestions and comments, a copy of the plan is on our website. Parish Council agreed that the Fairy trail should be included in the 5-year management plan.

Item 9. Public Footpaths 15 and 22 – E-mail received from Essex County Council Public Rights of Way, Parish Council not happy with content and tone of the e-mail so Cllr Siddall to follow up, no update from Cllr Siddall item still ongoing.

Item 10. Gosfield Wood – BDC are monitoring the situation, item to be removed from future agendas, proposed by Cllr T. Edwards, seconded by Cllr Hough all in favour resolution passed.

Item 11. Fairy Trail in Gosfield Nature Reserve, update by Cllr Strudwick that this will be open from Saturday 3rd May, maps and grand opening still to be arranged, item to be on the next agenda.

Item 12. Previous minute No. 24/146 The Beacon – new one due to be installed on Thursday 1st May ready for VE Day event.

Item 13. VE Day Event 8th May 2025 – update work is progressing and events planned, party in the park, BBQ on the playing field, grants received for this, VE Day flag purchased for the Church and the new beacon will be lit.

Item 14. Allotments. The previous agreed polycarbonate greenhouse would be too small, therefore a special motion to be on the next agenda to revisit and revote on this item.

Item 15. Neighbourhood Plan – update by Cllr Willis, that the plan has been submitted to BDC with the changes and maps as per agreed, awaiting BDC to comment.

25/063 To adopt New Council Document/Policy.

Item 1. Financial Regulations 2024 (New version issued by NALC to consider adoption) ongoing – item to be on the next agenda.

Item 2. Standing Orders 2025 (New version issued by NALC to consider adoption) ongoing – item to be on the next agenda.

25/064 Street Lights.

Previous minute No. 24/251, 24/270, 25/012

To discuss and consider replacing the street lights with LED at a cost of £359.00 each ongoing – item to be on the next agenda.

25/065 Sign for pétanque court/pitch.

It was agreed that a sign could be purchased by the Parish Council at a total cost of £45.00 for the pétanque court. Proposed by Cllr Hough, seconded by Cllr Willis, all in favour resolution passed.

A request has been received for a bench adjacent to the pétanque court. It was felt that the proposed bench was not in keeping with the other benches on the playing field and it was suggested that two benches without backs, brown recycled material, would be acceptable. The benches should be installed on a concrete base and fixed down. Proposed by Cllr T. Edwards, seconded by Cllr Willis, all in favour resolution passed.

25/066 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported on Wethersfield and the ground contamination, another report to be drafted, Parish Council to note as this could impact on Bournebrook.

Maurice Rowson Village Hall accounts have been published and have had a profitable year.

25/067 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.

New items to be sent to the Clerk.

25/068 Date of Next Meeting.

Parish Annual Meeting followed by Parish Council Meeting 19th May (7.00pm).

Meeting closed at **8.50pm**

Gosfield Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Payroll Bureau	30/04/2025		Barclays Current Acc	1	Payroll processing	Richard Edwards Group	S	93.18	18.64	111.82
2 VE Day May 2025	30/04/2025		Barclays Current Acc	2	VE Day Expenses	Amazon EU	S	27.05	5.40	32.45
3 VE Day May 2025	30/04/2025		Barclays Current Acc	3	VE Day Expenses	We can source it	S	23.95	4.79	28.74
4 VE Day May 2025	30/04/2025		Barclays Current Acc	4	VE Day Expenses	Faria Medical Healthcare Ltd	S	12.49	2.50	14.99
5 Payroll Bureau	30/04/2025		Barclays Current Acc	5	Payroll processing	Richard Edwards Group	S	93.18	18.64	111.82
6 Streetlight Maintenance	30/04/2025		Barclays Current Acc	6	Streetlight repairs	A & J Lighting Solutions Ltd	S	198.00	39.60	237.60
7 Printing Costs	30/04/2025		Barclays Current Acc	7	Grapevine printing	Eden Print	Z	576.00		576.00
8 Grasscutting	30/04/2025		Barclays Current Acc	8	Grass cutting	MD Landscapes (Anglia) Ltd	S	418.00	83.60	501.60
8 Grass Cutting -CPA	30/04/2025		Barclays Current Acc	8	Grass cutting	MD Landscapes (Anglia) Ltd	S	60.00	12.00	72.00
9 Play Equipment Repairs	04/04/2025		Barclays Current Acc	9	Play area repairs	Barry Deal	Z	150.00		150.00
10 VE Day May 2025	30/04/2025		Barclays Current Acc	10	VE Day Expenses	Heddingham School	Z	21.53		21.53
11 Distribution Costs	27/04/2025		Barclays Current Acc	11	Grapevine postage	Gosfield Community Shop Ltd	Z	13.60		13.60
13 Neighbourhood Plan	30/04/2025		Barclays Current Acc	13	Neighbourhood Plan websites	GoDaddy	S	155.88	31.18	187.06
14 Stationery & Office Supplies	30/04/2025		Barclays Current Acc	14	Clerk's expenses	Jacob Mrs D	X	15.03		15.03
14 Telephone & Broadband	30/04/2025		Barclays Current Acc	14	Clerk's expenses	Jacob Mrs D	X	8.68		8.68
14 Telephone & Broadband	30/04/2025		Barclays Current Acc	14	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
14 Car Mileage Allowance	30/04/2025		Barclays Current Acc	14	Clerk's expenses	Jacob Mrs D	X	27.90		27.90
15 Subscriptions	30/04/2025		Barclays Current Acc	15	Clerk's computer installation	Trend Capital Ltd	S	100.00	20.00	120.00
16 Software Licences	30/04/2025		Barclays Current Acc	16	Subscription	Microsoft	S	115.20	23.04	138.24
17 VE Day May 2025	30/04/2025		Barclays Current Acc	17	VE Day Expenses	Vinyl Banners Printing	Z	56.17		56.17
18 Councillor Training	30/04/2025		Barclays Current Acc	19	Credit	Essex Association of Local	S	-80.00	-16.00	-96.00
19 Pavilion Electricity	17/04/2025		Barclays Current Acc	20	Pavilion electricity	E-ON UK plc	S	25.00	5.00	30.00
19 Pavilion Electricity	17/04/2025		Barclays Current Acc	20	Pavilion electricity	E-ON UK plc	X	247.80		247.80
20 Toilet Sundries	30/04/2025		Barclays Current Acc	21	Toilet products	Tesco Stores Ltd	S	24.45	4.89	29.34
21 Subscriptions	30/04/2025		Barclays Current Acc	18	EALC/NALC affiliation fees	Essex Association of Local	Z	474.91		474.91
22 Grasscutting	30/04/2025		Barclays Current Acc	22	Grass cutting	MD Landscapes (Anglia) Ltd	S	418.00	83.60	501.60
22 Grass Cutting -CPA	30/04/2025		Barclays Current Acc	22	Grass cutting	MD Landscapes (Anglia) Ltd	S	60.00	12.00	72.00
Total								3,342.34	348.88	3,691.22

25 April 2025 (2024-2025)

Gosfield Parish Council

BANK ACCOUNTS

Barclays Current Account	£19,812.03
Barclays Reserve Account	£7,454.80
Cambridge & Counties Bank	
Cambridge & Counties 95 day notic	£25,000.00
Cambridge and Counties 2 year bor	£20,000.00
Total in Banks	72,266.83
Cash	
GRAND TOTAL (Banks and Cash)	£72,266.83