

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 20th April 2026
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

Present:

Cllr Tricia Edwards (Chairman)
Cllr Bob Waters (Vice-Chairman)
Cllr Richard Edwards also (RFO)
Cllr Jo Colyer
Cllr Carol Hough
Cllr Maggi Pawsey
Cllr Tony Strudwick
Mrs Diane Jacob (Parish Clerk)

Three members of the public.

26/065 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from County Cllr C. Siddall and District Cllr P. Schwier (due to work commitments).

26/066 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. A pecuniary interest was received and accepted from Cllr Strudwick relating to item 26/071 ref: 26/00712/TPOCON & PP-14819240.

26/067 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public spoke relating to item 26/077 item 1. The path along the right-hand edge of the field is not used, Children come from the school through the top entrance and head in all directions, so a new path would not be used very much, the existing surface is safe. A director of Millington Place Management Ltd spoke about the existing grass cutting contractors' contract ending on 30th April etc relating to the open space land at the top of Meadway, the developer has not fulfilled and met their obligations, they will need to rectify all outstanding issues before the land can be transferred eg replace dead trees etc, Millington Place Management and Gosfield Parish Council to work together with the scope of works. A member of the public said that there are not enough benches and picnic tables in the play area which is very busy and well used see item 26/077 on the agenda, she confirmed that she is referring to the Play Area and not on the Playing Field.

26/068 County and District Councillors to address the members if present.

County Councillor Chris Siddall – not present but continues to send regular updates.
District Councillor Peter Schwier – no present but continues to send regular updates.

26/069 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 16th March 2026.

Proposed by Cllr R. Edwards, seconded by Cllr Colyer, all in favour resolution passed.

Item 2. To confirm the minutes of the Parish Council meeting held on 16th March 2026. Chairman then signed the minutes as a true and accurate record.

Proposed by Cllr T. Edwards, seconded by Cllr Waters, Cllr Colyer, Cllr R. Edwards and Cllr Strudwick in favour, Cllr Hough and Cllr Pawsey abstained (as not present at meeting) resolution passed.

Item 3. To confirm receipt of the draft minutes for the Annual Parish Assembly meeting held on 23rd March 2026.

Proposed by Cllr Colyer, seconded by Cllr Strudwick, all in favour resolution passed.

Item 4. To confirm the minutes of the Annual Parish Assembly meeting held on 23rd March 2026. Chairman then signed the minutes as a true and accurate record.

Proposed by Cllr Colyer, seconded by Cllr T. Edwards, Cllr Strudwick in favour resolution passed and it was noted that Cllr R. Edwards, Cllr Hough and Cllr Pawsey and Cllr Waters did not attend the Annual Parish Assembly.

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Signed.....

Chairman of the Parish Council

Date: 11th May 2026

26/070 Co-option Two Cllr Vacancies.

It was noted that Gosfield Parish Council now has two Cllr vacancies, no applications received. Item to continue to be advertised in the Grapevine magazine, website and noticeboard and to be on the next agenda.

26/071 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 decision.

Item 2. New applications.

Ref: 26/00570/HH

Description: Proposed single-storey rear/side extension, new chimney to replace existing, roof windows to existing roof, new roof finishes, and proposed porch.

Location: 53 Halstead Road Gosfield Essex CO9 1PG

No objection.

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

Ref: 26/00527/LBC

Description: Demolition of existing single storey rear extension.

Location: Byford Cottage Church Road Gosfield Essex CO9 1TL

No objection.

Proposed by Cllr T. Edwards seconded by Cllr R. Edwards all in favour resolution passed

Ref: 26/00586/VAR

Description: Variation of Condition 2 (Approved plans) of approved application 23/00830/HH granted 15.05.23 for: Single storey rear extension Variation would allow: -Alterations to fenestration.

Location: Church Cottage Church Road Gosfield CO9 1UD

No objection.

Proposed by Cllr T. Edwards seconded by Cllr Pawsey all in favour resolution passed

Cllr Strudwick left the meeting.

Ref: 26/00712/TPOCON & PP-14819240

Description: Notice of intent to carry out works to trees in a Conservation Area. 3 Oak trees to be reduced to previous points which is approx. 2-3m as they are getting too close to the house. Cut down dying conifer in rear garden.

Location: Broom Cottage The Street Gosfield Essex CO9 1TP

No objection.

Proposed by Cllr T. Edwards seconded by Cllr Pawsey all in favour resolution passed

Cllr Strudwick returned to the meeting.

26/072 Financial Matters.

Item 1. Accounts for payment were approved see separate page

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

Item 2. To approve the quarterly bank reconciliation.

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

The RFO confirmed the amount held in the bank and suggested that when the first half of the precept is received that it is invested into the Barclay Reserve account.

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

26/073 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 gave an update that he had attended a meeting with the family the matter is still ongoing.
- Item 2.** Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – update re Edmund Green. Cllr R. Edwards to draft a letter.
- Item 3.** Highways – 30mph/40mph sign down, (propped up in the hedge) along Braintree Road Ref: 2977068 ongoing.
- Item 4.** Highways – Ref: 3829092 Overgrown vegetation, Hedingham Road – update by Cllr Siddall – ongoing.
- Item 5.** Highways Noisy manhole surface/cover has been reported on 6th January to Essex County Council Highways ref: 4011284 The Street. No update – Cllr Siddall to chase.
- Item 6.** Highways - previously reported pothole, gully (noisy) surface broken up ref: 4015244 Outside Tye Beams, in The Street opposite the Limes still causing problems Cllr Siddall to chase.
Cllr Pawsey said that the manhole covers in the footpath are uneven and for the Clerk to contact Anglian Water.
- Item 7.** Highways - previously reported ref: 3602795 Blocked gully Halstead Road – ongoing.
- Item 8.** Highways – Cllr Siddall to advise cost of a new zebra crossing if paid for by the Parish Council.
Information received from Essex County Council Highways - The Local Highway Panel would not be involved, even in the event that the parish chose to fund a scheme. Unfortunately, they have not been informed of any Essex County Council process through which such a proposal could be submitted independently.
Regarding the cost of a zebra crossing, each scheme is assessed and costed individually based on its specific characteristics and supporting data.
If the Local Highway Panel has rejected the installation of a crossing, it is likely because the available evidence did not satisfy the required criteria. Proceeding contrary to this assessment could introduce potential safety risks.”
This reply from Highways to be placed in the Grapevine magazine to inform residents and to see if residents want to take this up this issue further.
- Item 9.** Highway – road surface broken up near the war memorial reported 9/3/2026 ref: 4028882 – no update.
- Item 10.** Neighbourhood Plan – ongoing with Braintree District Council.
- Item 11.** Previous minute no. 143 Quality Council Bronze Award – ongoing work in progress.
- Item 12.** Meadway Development, Land West of Hedingham Road Community Land. Update relating to the transfer of the land as per the S106 agreement, awaiting reply from Braintree District Council.
- Item 13.** Previous minute no. 25/185 item 1 and item 4 – Allotments Improvements to existing water supply and rat treatment – The area would need to be cleared of debris before works can commence. Only 2 of the 3 covert rat manhole covers have been located. To arrange a site meeting early in May with allotment tenants and Cllr Strudwick and Cllr R. Edwards (allotment officers) to discuss how to proceed forward.
- Item 14.** Playing Field Drainage – To confirm that the S106 application has been sent to Braintree District Council, and they have confirmed receipt and acceptance of the S106 application. Works to commence and due to safety, the entrances to playing field will need to be closed for approx. 2 weeks only the main shop entrance will be accessible.
Proposed by Cllr T. Edwards seconded by Cllr Pawsey, Cllr Hough, Cllr Waters and Cllr R. Edwards, Cllr Colyer in favour, Cllr Strudwick against, resolution passed.
- Item 15.** Previous minute Nos. 24/251, 24/270, 25/012, 25/030 26,052 Street Lights – ongoing.
- Item 16.** Previous minute no. 26/057 Access to The Lindens from The Limes – ongoing.
- Item 17.** Previous minute no. 26/058 Registering the Kings Head Pub as a community asset- further information required before registering the application
- Item 18.** Public Rights of Way, footpath 11 and 14 at the top of Meadway – update that new waymark discs have been installed on posts and that they will install metal Flags on each side of road Dec 26 - Jan 27 ref number 4024326.

26/074 To adopt New Council Documents/Policy.

- Item 1.** Financial Regulations 2024 (New version issued by NALC to consider adoption). Item deferred and to be on the next agenda.

26/075 Gosfield Nature reserve.

Item 1. A new no overnight parking or camping sign will be installed shortly.

Item 2. To discuss installing an access gate (Halstead Road) entrance. Quote required and to obtain permission and discuss exact location with the landowner, item to be on the next agenda.

26/076 Car Park.

The tree works quote for £250.00 was discussed and accepted.

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

26/077 Playing Field. (Playing Field Management Committee).

Item 1. Bonded gravel path along right hand edge (from the Spinney down to the access at the bottom). Previous minute No. 26/045 and to confirm the existing grass reinforcement mesh is safe.

This item was discussed and it was agreed that it would not be cost effective – and that people would not use it to walk down the edge of the field (see also item 26/067 above). It was confirmed that the existing grass reinforcement mesh is safe.

Proposed by Cllr Pawsey, seconded by Cllr Hough, resolution passed.

Item 2. To discuss and consider picnic tables and benches. (see also item 26/067 above) it was agreed to purchase a picnic bench to be installed in the Play area. Expenditure to be taken from the Fairy trail and general reserves budget.

Proposed by Cllr Hough, seconded by Cllr Colyer, Cllr T. Edwards, Cllr Waters, Cllr R. Edwards and Cllr Strudwick in favour, Cllr Pawsey abstained, resolution passed.

26/078 To review membership and agree renewal of the following bodies: -

EALC (Essex Association of Local Councils) agreed to renew membership.

NALC (National Association of Local Councils) agreed to renew membership.

(BALC) Braintree Association of Local Councils, to elect a representative to attend meetings. Agreed to renew membership.

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

26/079 To receive reports from outside bodies, training courses, village representative, and Parish Council working groups. Cllr Strudwick gave an update on the Maurice Rowson village and that it is £4,680.00 in profit, new curtains and roof works to be undertaken soon.

26/080 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.

Any new items to be sent to the Parish Clerk.

26/081 Date of Next Meetings.

- Date Changed to 11th May Parish Council Annual Meeting followed by Parish Council meeting, (7.00pm) In the Pavilion, Church Road Gosfield.
- Parish Council Meeting Monday 22nd June 2026 (7.15pm) In the Pavilion, Church Road Gosfield.

Meeting closed at 8.36pm

Gosfield Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1	21/04/2026		Barclays Current Acc	1	Neighbourhood Plan websites	GoDaddy	S	119.88	23.98	143.86
2	21/04/2026		Barclays Current Acc	2	Streetlight repairs	A & J Lighting Solutions Ltr	S	219.50	43.90	263.40
3	21/04/2026		Barclays Current Acc	3	Grass cutting	MD Landscapes (Anglia) Lt	S	209.00	41.80	250.80
3	21/04/2026		Barclays Current Acc	3	Grass cutting	MD Landscapes (Anglia) Lt	S	30.00	6.00	36.00
4	21/04/2026		Barclays Current Acc	4	GNR sign no overnight parking	Concept signs	S	22.00	4.40	26.40
5	21/04/2026		Barclays Current Acc	5	Grapevine printing	Eden Print Ltd	Z	656.00		656.00
6	21/04/2026		Barclays Current Acc	6	Grapevine postage	Gosfield Community Shop	Z	20.88		20.88
7	16/04/2026		Barclays Current Acc	7	Pavilion electricity	E-ON UK plc	X	292.71		292.71
7	16/04/2026		Barclays Current Acc	7	Pavilion electricity	E-ON UK plc	L	29.13	1.46	30.59
8	21/04/2026		Barclays Current Acc	8	Streetlight electricity	npower	L	1,254.35	62.72	1,317.07
9	21/04/2026		Barclays Current Acc	9	Payroll processing	Affinia	S	99.00	19.80	118.80
10	21/04/2026		Barclays Current Acc	10	Pest control contract	Eastern Counties Pest Cont	S	125.00	25.00	150.00
11	21/04/2026		Barclays Current Acc	11	Subscription	Microsoft	S	115.20	23.04	138.24
12	21/04/2026		Barclays Current Acc	12	EALC/NALC affiliation fees	Essex Association of Local	Z	492.98		492.98
13	21/04/2026		Barclays Current Acc	13	Clerk's expenses	Jacob Mrs D	X	13.32		13.32
13	21/04/2026		Barclays Current Acc	13	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
13	21/04/2026		Barclays Current Acc	13	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
13	21/04/2026		Barclays Current Acc	13	Clerk's expenses	Jacob Mrs D	X	22.95		22.95
14	21/04/2026		Barclays Current Acc	14	Subscription	Braintree Association of Lo	Z	50.00		50.00
15	21/04/2026		Barclays Current Acc	15	Toilet products	Tesco Stores Ltd	S	6.30	1.26	7.56
16	21/04/2026		Barclays Current Acc	16	Toilet cleaning - pavilion	Alfie Martin	X	195.36		195.36
17	21/04/2026		Barclays Current Acc	17	Play equipment inspections	Braintree District Council	S	216.97	43.39	260.36
18	21/04/2026		Barclays Current Acc	18	Subscription	Scribe	S	483.84	96.77	580.61
Total							4,688.63	393.52	5,082.15	

Gosfield Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/03/2026		
	Cash in Hand 01/04/2025		72,266.83
	ADD		
	Receipts 01/04/2025 - 31/03/2026		143,705.30
			215,972.13
	SUBTRACT		
	Payments 01/04/2025 - 31/03/2026		123,684.59
A	Cash in Hand 31/03/2026 (per Cash Book)		92,287.54
	Cash in hand per Bank Statements		
	Petty Cash	31/03/2026	0.00
	Cambridge & Counties 1 Year Fixe	31/03/2026	20,000.00
	Cambridge and Counties 2 year bc	31/03/2026	0.00
	Cambridge & Counties 95 day notifi	31/03/2026	25,000.00
	Cambridge & Counties Bank	31/03/2026	0.00
	Barclays Reserve Account	31/03/2026	37,545.34
	Barclays Current Account	31/03/2026	9,742.20
			92,287.54
	Less unrepresented payments		
			92,287.54
	Plus unrepresented receipts		
B	Adjusted Bank Balance		92,287.54
	A = B Checks out OK		