

Draft - MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 17th AUGUST 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 Anne-Marie Croft
Cllr Carol Hough
Cllr Maggie Pawsey
Cllr Tony Strudwick
Mrs Diane Jacob (Parish Clerk)

Six members of the public.

26/163 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies received and accepted from Cllr Muir (due to family commitments).

26/164 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 non-pecuniary interest declared from Cllr Colyer relating to item 26/168 GOSF2158E1 and from Cllr R. Edwards relating to item 26/168 GOSF2415E.

26/165 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public commented on how nice the car park is and enquired about a footpath from the top of Hall drive down the right-hand side of the playing field. This item has already previously been previously discussed and voted on see item 26/077 in April 2026 approved minutes.

A member of the public requested that the Parish Council vote to object to all of the call for sites, as they are outside the village envelope and have previously been refused by Braintree District Council.

26/166 County and District Councillors to address the members if present.

County Councillor Isi Rocha not present.

District Cllr Schwier updated the Parish Council about the Braintree District Council Local Plan 3033-3041 long term planning growth and opportunities for the future, S106 funding is a positive contribution eg open spaces benefits biodiversity net gain. Protecting heritage and the community and improving facilities and infrastructure. Planning Officers have delegated powers in line with planning policies.

26/167 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 20th July 2026.

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

Item 2. The minutes of the Parish Council meeting held on 20th July 2026 are a true and accurate record and signed by the Chairman.

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

Item 3. To confirm receipt of the draft minutes of the Personnel Committee meeting held on 12th August 2026.

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

Item 4. To confirm minutes of the Personnel Committee meeting held on 12th August 2026 are a true and accurate record.

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

26/168 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.
Awaiting decision.

Item 2. New applications.

Ref: 26/01662/TPO

Description: Application to carry out works to trees protected by Tree Preservation Order TPO - 65/2000 - T7 (T1 Oak tree) to be removed (felled) to ground level, with stump treatment to inhibit re-growth. Reason: Causing tree root induced clay shrinkage subsidence damage to the Applicants' Property.

Location: 6 Chestnut Avenue Gosfield Essex CO9 1TD

Objection

Healthy trees should not be cut down purely at the request of insurance companies.

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

Ref: 26/01666/TPO

Description: Application to carry out works to trees protected by Tree Preservation Order TPO - 65/2000 - G2 x 3 Oak - approx. 16m in height (referred to as TG1 in accompanying reports/plans). Reduction to 9m to 11m in height by removing 5m to 7m of the canopy and to maintain some canopy structure for regrowth.

Remove re-growth every 2 years.

Location: 8 Chestnut Avenue Gosfield Essex CO9 1TD

Objection

Healthy trees should not be cut down purely at the request of insurance companies.

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

Braintree District Council – amended call for sites as follows:-

Cllr Colyer left the meeting.

GOSF2158E1 Gosfield Land South of Nun's Meadow, Gosfield

Objection

The site is outside the village envelope. It is in close proximity to the conservation area. Development of the site would amount to an inappropriate backland development into open countryside. Too large for the village to support, increase of traffic.

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

Cllr Colyer returned to the meeting.

GOSF2158E2 Gosfield West of Braintree Road, Gosfield

Objection

Too large for the village to support.

Increase of traffic.

Gosfield would no longer be a village as it would join up with High Garrett.

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

GOSF2160E Gosfield Gosfield Business Park

No objection, support and in favour subject to a roundabout being installed at the access/exit junction.

In the future strategic employment would be beneficial in Gosfield

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

Cllr R. Edwards left the meeting

GOSF2415E Gosfield Land between Hedingham Road and Halstead Road, Gosfield

Objection

The site is outside the village envelope. The site is particularly prominent from the entry point to Gosfield from the north side of Hedingham Road and the development of the site could be seen to be an unwanted encroachment into the open countryside. The site is predominately green field and also contains a listed barn. The visual character of the entry to the village would be significantly changed and the coalescence between Shardlowes Farm and Gosfield is recommended to be resisted.

Page 2

Signed.....
Chairman of the Parish Council

Date: 21st September 2026

Proposed by Cllr Waters, seconded by Cllr Strudwick, all in favour resolution passed.
Cllr R. Edwards returned to the meeting.

26/169 Financial Matters.

Item 1. Accounts for payment were approved, please refer to separate page as below.

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

Item 2. A new electricity contract was discussed and it was agreed for it to be at a fixed rate from July 2027

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

26/170 Matters Arising from previous minutes.

Item 1. Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – update re Edmund Green. Ongoing.

Item 2. Highways Noisy manhole surface/cover has been reported on 6th January to Essex County Council Highways ref: 4011284 The Street. What three words hypocrite mainly stiff - No update – ongoing.

Item 3. Highways Noisy manhole surface cover also reported on 4/6/2026 ref 4044993 near Kings Head triangle. What three words skirting contents pictured - No update – ongoing.

Item 4. Highways – reported manhole covers protruding up from the pavement Outside Tye Beams, in The Street Ref: 4037957 No update by County Cllr.

Item 5. Highways - previously reported ref: 3602795 Blocked gully Halstead Road. No update by County Cllr.

Item 6. Highway – road surface broken up near the war memorial reported 9/3/2026 ref: 4028882 No update by County Cllr.

Item 7. Highways ref 4039670 reported 12/5/2026 Overhanging trees/hedges/brambles. Busy Main Braintree Road opposite Tye Beams. Difficult for pedestrians to use the pavement in this area also danger for vehicles pulling out of the Lindens junction - visibility issues. No update by County Cllr.

Item 8. Highways ref 402774 – Kerb defects, Meadway No update by County Cllr.

Item 9. Highways ref; 3744479 and 6000667 Kerb defects, Braintree Road No update by County Cllr.

Item 10. Neighbourhood Plan – Moved on to the next stage regulation 16 is now out for public consultation, to advertise this on facebook and on the website.

Item 11. Previous minute Nos. 24/251, 24/270, 25/012, 25/030 26,052 Street Lights. Ongoing.

Item 12. Previous minute no. 26/057 Access to The Lindens from The Limes – No update, ongoing.

Item 13. Previous minute no. 26/058 Registering the Kings Head Pub as a community asset- No update.

Item 14. 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.

Item 15. Previous minute number 26/106 Item 2 Gosfield Nature Reserve – Access Gate from Halstead Road entrance – Ongoing.

Item 16. Previous minute number 26/107 item 2 update on tree sculptures in the play area, Paddington Bear and Peter Rabbit. All works has completed and looks very nice.

Item 17. Allotments – previous minute number 26/149 – update and to confirm that plot 4 and 2B is vacant. Meeting to be set up with allotment holders and allotment officers.

26/171 Gosfield united football club.

Item 1 Mobile bar no update. **Item 2** Signage -no update. **Item 3.** Lockers to discuss confirm the site of lockers and electricity costs. All contracts to be in the name of Gosfield Parish Council, the electric costs would be £80.00 to £120.00 per year and the lockers would be installed around the back of the Pavilion near the community garden.

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

26/172 Gosfield Nature Reserve.

Item 1. To discuss and update regarding the fencing at the rear of two properties in Greenfields, photos etc. Ongoing meeting to be set up with Nature reserve warden to obtain the photos, Cllr Strudwick and Cllr R. Edwards.

Item 2. To discuss and consider signage. Item deferred to be on the next agenda.

- 26/173 Item 1.** Update. Meadway Development, Land West of Hedingham Road Community Land now known as West Field. Update relating to the transfer of the land as per the S106 agreement. No substantial update.
- Item 2.** Once the Parish Council owns the land to consider erecting bollards at the top near new path.
- Item 3.** Once the Parish Council owns the land to consider erecting a sign stating, "Dogs must be kept under control at all times".
- Item 4.** Once the Parish Council owns the land to consider granting permission for a resident to maintain the flower borders.
- Item 5.** To discuss and consider a trim trail. Various options were discussed it was agreed to contact Braintree District Council and ask them to confirm the definition of a trim trail and what type prior to purchase so that S106 funding can be released.
- Proposed by Cllr Colyer, seconded by Cllr Walters all in favour resolution passed.

26/174 Community Bicycle Pump Track.

To discuss and consider a request from a member of the public: - For a community bicycle pump track that would provide a safe, purpose-built facility for young people and adults to enjoy cycling, develop bike-handling skills, and participate in healthy outdoor activity. It is a facility that can be enjoyed by riders of all ages and abilities, from children learning to ride a bike through to experienced mountain bikers and BMX riders a pump track would be a fantastic addition to Gosfield, providing a positive outlet for young people, encouraging exercise, and reducing the need for riders to create unofficial trails and jumps.

At present Gosfield Parish Council do not own the land at the top of Meadway this item would be too large for the area. Item to be removed from future agendas.

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

26/175 Gosfield Parish Council confirms by resolution that all documentation and information is in place for a Bronze Level Award.

1. Standing Orders
2. Financial Regulations
3. Code of Conduct and a link to councillors' registers of interests
4. Accessibility statement
5. Publication scheme
6. Complaints procedure
7. Privacy notice
8. Last annual return T
9. Transparent information about council payments
10. Calendar of all meetings including the next annual meeting of electors
11. Minutes for at least one year of full council meetings and (if relevant) all committee/sub-committee meetings
12. Current agendas
13. The Budget and Precept information for the current or next financial year
14. Biodiversity policy
15. Council contact details and councillor information in line with the Transparency Code
16. Action plan for the current year
17. Evidence of consulting the community
18. Publicity advertising council activities
19. Evidence of participating in town and country planning
20. Evidence of publicising elections and vacancies on the council
21. Risk management policy
22. Register of assets
23. Up-to-date insurance policies that mitigate risks to public money
24. Evidence of considering the impact of the council's functions and decisions on crime and disorder in local area
25. Disciplinary and Grievance procedures
26. A policy for training and development of staff and councillors
27. A record of all training undertaken by staff and councillors in the last year
28. A current clerk who has achieved 12 CPD points in the last year

Page 4

Signed.....
Chairman of the Parish Council

Date: 21st September 2026

29. Signed up to the Civility & Respect Pledge and Dignity at Work policy.

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

26/176 Parish Cllr contact details.

To discuss and confirm if Parish Cllrs require their postal address and telephone numbers to be listed on the Parish Council website and in the Grapevine magazine.

Cllr T. Edwards postal address and telephone number and dedicated email address to be published.

Cllr R. Edwards postal address and telephone number and dedicated email address to be published.

Cllr Waters postal address and telephone number and dedicated email address to be published to be published.

Cllr Colyer postal address and telephone number and dedicated email address to be published.

Cllr Croft dedicated Parish Council e-mail only.

Cllr Muir dedicated Parish Council e-mail only.

Cllr Strudwick postal address and telephone number and dedicated e-mail address to be published.

Cllr Hough postal address and telephone number to be published.

Cllr Pawsey postal address and telephone number to be published.

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

26/177 Parish Cllr Training.

To discuss and consider Parish Cllr training for newly co-opted Cllrs.

It was agreed that Cllr Croft could attend face to face training at the EALC in November.

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

26/178 Parish Calendar 2027-2028.

The Parish Calendar for 2027 was adopted.

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

26/179 Gosfield In Bloom.

To discuss and consider making a donation to Gosfield in Bloom. This item deferred to be on the next agenda.

26/180 Car park.

Update by Cllr R. Edwards, the fencing has been installed, signage will be installed on 9th September, to order reflectors, planters and signage, further fencing left hand side of the exit, barrier and ramps.

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

26/181 The Lodge Plantation.

To re-affirm acceptance as a gift and to resolve to undertake the legal requirements ourselves and not engage solicitors. Cllr R. Edwards provided an update on this item. He had applied for a death certificate in respect of a deceased joint holder of the land in order to satisfy Land Registry requirements. The gift of the land would be subject to possessory title only and not title absolute due to the absence of title deeds. It was agreed the Parish Council proceed and Cllr R Edwards would deal with the matter.

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

26/182 Storage sheds on the Playing Field, previously used by Gosfield Scout Group.

To discuss and advertise two sheds for storage to rent or free of charge, for local organisations in the village and to advertise in the Grapevine. Item deferred, to be on the next agenda.

26/183 Kings Head.

To discuss and consider allowing the Kings Head to advertise overflow car parking and if so at what cost.

Further information required Chairman to discuss with the Kings Head. Item deferred and to be on the next agenda.

26/184 The Maurice Rowson Hall.

To discuss and consider Land registry. Item deferred and to be on the next agenda.

Page 5

Signed.....
Chairman of the Parish Council

Date: 21st September 2026

26/185 Public Footpaths.

To discuss and consider if the Parish Council would like to take over the cutting of four footpaths and receive funding for doing so, currently cut twice a year by ECC. Footpath number 14, 17, 20 and 27. Gosfield Parish Council agreed not to take on the responsibility of cutting these footpaths.

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

26/186 To receive reports from outside bodies, training courses, village representative, and Parish Council working groups.

Cllr Strudwick gave a brief update on the Asylum Centre at Wethersfield.

26/187 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.

26/188 Date of Next Meeting.

Parish Council Meeting Monday 21st September 2026 at 7.15pm

Meeting Closed at 8.50pm

Gosfield Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
66 Stationery & Office Supplies	18/08/2026		Barclays Current Acc	52	Clerk's expenses	Jacob Mrs D	X	8.75		8.75
66 Telephone & Broadband	18/08/2026		Barclays Current Acc	52	Clerk's expenses	Jacob Mrs D	X	8.55		8.55
66 Telephone & Broadband	18/08/2026		Barclays Current Acc	52	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
66 Car Mileage Allowance	18/08/2026		Barclays Current Acc	52	Clerk's expenses	Jacob Mrs D	X	29.15		29.15
67 Hedgecutting & General Maint	18/08/2026		Barclays Current Acc	53	Trough	John Bright Fencing Ltd	S	211.54	42.31	253.85
68 Grasscutting	18/08/2026		Barclays Current Acc	54	Grass cutting	MD Landscapes (Anglia) Lt	S	209.00	41.80	250.80
68 Grass Cutting -CPA	18/08/2026		Barclays Current Acc	54	Grass cutting	MD Landscapes (Anglia) Lt	S	30.00	6.00	36.00
69 Internal Auditor	18/08/2026		Barclays Current Acc	55	Internal audit fee	Janet E Stobart	Z	325.00		325.00
70 Printing Costs	18/08/2026		Barclays Current Acc	56	Grapevine printing	Eden Print Ltd	Z	659.00		659.00
71 Pavilion & Playing Field Gener	18/08/2026		Barclays Current Acc	57	Turf	Tolleshunt Turf Farms	S	416.00	83.20	499.20
72 Playing Field Car Park	18/08/2026		Barclays Current Acc	58	Playing field fencing	Tutton Timber Ltd	S	1,560.00	312.00	1,872.00
73 Playing Field Car Park	18/08/2026		Barclays Current Acc	59	Fold down parking post	Security Bollards Direct	S	129.17	25.83	155.00
74 Play Equipment Repairs	18/08/2026		Barclays Current Acc	60	Roundabout repairs	Barry Deal	Z	30.00		30.00
75 Stationery & Office Supplies	18/08/2026		Barclays Current Acc	61	Clerk's expenses	Jacob Mrs D	X	8.06		8.06
75 Telephone & Broadband	18/08/2026		Barclays Current Acc	61	Clerk's expenses	Jacob Mrs D	X	8.98		8.98
75 Telephone & Broadband	18/08/2026		Barclays Current Acc	61	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
75 Car Mileage Allowance	18/08/2026		Barclays Current Acc	61	Clerk's expenses	Jacob Mrs D	X	33.00		33.00
76 Toilet Sundries	18/08/2026		Barclays Current Acc	62	Toilet products	Tesco Stores Ltd	S	51.27	10.25	61.52
77 Pavilion Electricity	18/08/2026		Barclays Current Acc	63	Pavilion electricity	E-ON UK plc	X	302.19		302.19
77 Pavilion Electricity	18/08/2026		Barclays Current Acc	63	Pavilion electricity	E-ON UK plc	L	28.59	1.43	30.02
78 Playing Field Car Park	18/08/2026		Barclays Current Acc	65	Car park works	Darren Radley Contracting	S	42,052.00	8,410.40	50,462.40
79 Distribution Costs	18/08/2026		Barclays Current Acc	64	Grapevine postage	Gosfield Community Shop I	Z	29.12		29.12
80 General Maintenance	18/08/2026		Barclays Current Acc	66	Tree carvings	Andrew Butcher	Z	400.00		400.00
81 Lodge Plantation	18/08/2026		Barclays Current Acc	67	Lodge Plantation expenses	R J Edwards	X	16.00		16.00
Total								46,558.05	8,933.22	55,491.27