

DRAFT - MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 19th JANUARY 2026
IN THE BERNARD BROOKS COMMITTEE ROOM,
AT THE MAURICE ROWSON HALL, CHURCH ROAD, GOSFIELD AT 7.15PM

Present:

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

County Cllr C. Siddall
District Cllr P. Schwier
Eight members of the public

26/001 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Colyer (due to family commitments).

26/002 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.

26/003 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public raised concerns relating to the speed and amount of traffic in "The Street" and difficulty crossing the road. As requested by the Parish Council back in December 2024 a Zebra Crossing in "The Street" has already been looked into by Highways and speed surveys PV2 surveys etc carried out a copy of which is available on our website see home page or click on the link to view <https://e-voice.org.uk/gosfield/assets/documents/speed-survey-zebra-crossing-re> which confirmed that it did not justify or meet the criteria required. Cllr Siddall responded that the LHP are winding down and not taking on any further schemes but trying to clear existing before the Local Government reorganisation. It was confirmed that there have not been any accidents in that area. The member of the public asked if a petition from residents would help Cllr Siddall explained the Essex County Council have strict rules and that the area did not meet the criteria. The member of the public requested Cllr Siddall to provide a costing/quotation for a crossing to see if the Parish Council could raise the funds to cover the costs.

The member of public volunteered to organise a petition if that would be useful

The lack of white lines between The Limes and the Kings Head pub was discussed Cllr Siddall confirmed that Highways have been requested to paint these on the road as part of a special project. Also, the junction of The Street and Church Road parking issues was discussed North Essex Parking will only enforce if restrictions are on a road eg (yellow lines). The footpath down near Park homes was discussed, in Church Road as a new gate has been installed. The Clerk to investigate.

A member of the public said that she did not like the fairies in the nature reserve, and plastic items being left, the idea for the fairy trail is to engage with children and for them express themselves and to enjoy nature it was confirmed that it is a fairy trail not a nature trail.

26/004 County and District Councillors to address the members if present.

County Councillor Chris Siddall – updated that Essex County Council have not requested to postpone elections in May. Highways have a green rating for potholes. The members pothole scheme is ongoing. Stansted Airport expansion is one of the largest employers in the area.

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Signed.....
Chairman of the Parish Council

Date: 16th February 2026

District Councillor Peter Schwier – updated that the BDC Local Highway Panel meeting was cancelled. Local Plan refresh should be completed by December. Waste recycling bins new service to be rolled out shortly. Air quality strategy has been adopted. The budget figures will come out in February. BDC is using social media more to communicate with the public.

District Councillor Peter Schwier was asked to chase up the application/decision for works to trees in the nature reserve as follows, a decision has been made, and we are awaiting confirmation before works can commence.

Ref: 25/02457/TPO Description: Notice of intent to carry out works to trees protected by Tree Preservation Order in Gosfield Nature Reserve.

26/005 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 15th December 2025.

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

Item 2. To confirm the minutes of the Parish Council meeting held on 15th December 2025.

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

26/006 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.

26/007 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 - update.

Item 2. New applications.

Ref: 25/02856/TPOCON

Description: Notice of intent to carry out works to trees in a Conservation Area: Fell Holly tree.

Location: Car Park At The Pavilion Church Road Gosfield Essex CO9 1TL

(For information only, as this is a Gosfield Parish Council Application).

26/008 Financial Matters.

Item 1. Approve accounts for payment, see separate page. The RFO explained that the majority of the cost of the Westover Woodlands invoice for works in the nature reserve would be covered by funded money, street light electric invoice was estimated.

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

Item 2. To approve the quarterly bank reconciliation, see separate page.

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

26/009 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, update by Cllr R. Edwards is that the family still wish to gift the land to the Parish Council and the family are looking for paperwork.

Item 2. Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – update re Edmund Green – ongoing.

Item 3. Highways – Blocked gully/drains. Ref: 3766624, and Ref: 35321973 What three words: puffed.rival.nurtures – no update by Cllr Siddall – ongoing.

Item 4. Highways – 30mph/40mph sign down, (propped up in the hedge) along Braintree Road Ref: 2977068- no update by Cllr Siddall – ongoing.

Item 5. Highways – Ref: 3829092 Overgrown vegetation, Hedingham Road – no update by Cllr Siddall – ongoing.

Item 6. Highways – Ref: 2991483 Potholes junction at Hall Drive – no update – ongoing.

Item 7. Highways - Ref: 2997676 The Street, outside the school, near Halstead Road junction – Work has been completed to remove from future agendas.

Item 8. Highways Pothole, Braintree Road opposite tennis courts left hand side going down the hill going towards Gosfield New Ref: 4003112. Work has been completed to remove from future agendas.

Item 9. 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 solid. We understand that Essex Highways have unblocked some but there are still a large number which have not been cleared, Cllr Siddal to chase up.

Item 10. Highways Noisy manhole surface/cover has been reported on 6th January to Essex County Council Highways ref: 4011284 The Street. No update – ongoing.

Item 11. Neighbourhood Plan – Update from BDC received on 14th January they have had the responses from the Environmental bodies on the SEA/HRA Screening and will be taking the screening decision to Local Plan Sub-Committee on the 11th of February 2026, once that is agreed, BDC will arrange the Regulation 16 consultation and examination.

Item 12. Previous minute no. 143 Quality Council Bronze Award – Update See item 26/010 – ongoing.

Item 13. Previous minute no. 25/185 item 1 and item 4 – Allotments Improvements to existing water supply (will be carried out in the spring of 2026) and rat treatment is ongoing, to be on the next agenda

Item 14. Previously reported pothole, gully (noisy) surface broken up ref: 4015244 Outside Tye Beams, in The Street opposite the Limes still causing problems Cllr Siddal to chase.

26/010 To adopt New Council Document/Policy.

Item 1. Financial Regulations 2024 (New version issued by NALC to consider adoption).

Item 2. Standing Orders 2025 (New version issued by NALC to consider adoption), it was discussed and agreed to adopt Standing Orders 2025.

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

26/011 Street Lights.

Previous minute No. 24/251 and 24/270, 25/012 and 25/030

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.

It was noted that the streetlights in Greenfields are not working as there is no electric going to them UK Power Networks have been informed and are dealing with the matter.

26/012 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.

Awaiting feedback from Allotment holders.

26/013 Open Space land at the top of Meadway.

Item 1. Update, the Parish Council are still awaiting ownership legal documents to be received – it was agreed to set up a working group, Cllr Waters, Cllr R. Edwards and Cllr Strudwick.

Item 2. Once the Parish Council owns the land to consider erecting a sign stating, “Dogs must be kept under control at all times”. Item deferred.

Item 3. A quote was considered and it was agreed to purchase and install and dog poo bin at £304.97 at the top end of the open space area, as we have received several complaints.

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

The dog poo bag dispenser was discussed, and it was agreed not to go ahead with this item.

Item 4. Once the Parish Council owns the land to consider granting permission for a resident to maintain the flower borders. Item deferred.

26/014 Car Park.

Update, to discuss and consider car park fencing and drainage. A working group meeting will take place on Tuesday 20th January, to discuss fencing and drainage etc – item to be on the next agenda for the Parish Council to consider.

26/015 Public Toilets.

Due to vandalism over the Christmas Holiday (The Police have the CCTV footage and are investigating) to discuss damage and consider opening and closing times. It was discussed and agreed that for now the toilets should only be open during shop opening times during the week, and that on a Sunday afternoon to remain open until the cleaner closes them, so that the football team, spectators etc wanting to use them would be able to do so - Item to be reviewed in the Spring when the clocks change (daylight hours).

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

26/016 Gosfield Nature Reserve. Update.

Item 1. To discuss the Fairy Trail – support of the fairy trail was given to Cllr Strudwick. It will re-open at the end of March, more fairies and signs to be made – maps to be produced – ongoing. It was very well used last year and for it to continue to help encourage everyone to use the Nature Reserve.

Item 2. Works are being carried out, and funding has been confirmed it was agreed to purchase materials.

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

26/017 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported that the Village Hall was just in profit.

26/018 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.

Picnic bench to be purchased and installed near the skate ramp.

26/019 Date of Next Meeting.

Parish Council Meeting Monday 16th February 2026 (7.15pm). In the Bernard Brooks Committee Room in the Maurice Rowson Village Hall

Meeting closed at 8.45pm

Gosfield Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

19 January 2026 (2025-2026)

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
170 Software Licences	01/12/2025		Barclays Current Acc	109	LCN domain name renewal	LCN	S	35.99	7.20	43.19
171 Pavilion & Playing Field General	20/01/2026		Barclays Current Acc	110	Outside lights, pavilion	D G Electrical Installations	S	573.00	114.60	687.60
172 Safety Report	20/01/2026		Barclays Current Acc	111	Play equipment inspections	Braintree District Council	S	433.94	86.79	520.73
173 Payroll Bureau	20/01/2026		Barclays Current Acc	112	Payroll processing	Affinia	S	99.00	19.80	118.80
174 Streetlight Electricity	20/01/2026		Barclays Current Acc	113	Streetlight electricity	npower	L	1,369.78	68.49	1,438.27
175 Pavilion Electricity	21/01/2026		Barclays Current Acc	114	Pavilion electricity	E-ON UK plc	L	28.57	1.43	30.00
175 Pavilion Electricity	21/01/2026		Barclays Current Acc	114	Pavilion electricity	E-ON UK plc	X	512.79		512.79
176 Pavilion & Playing Field General	20/01/2026		Barclays Current Acc	115	Toilet cleaning - pavilion	Alfie Martin	Z	48.84		48.84
177 Toilet Sundries	20/01/2026		Barclays Current Acc	116	Toilet products	Tesco Stores Ltd	S	12.00	2.40	14.40
178 Software Licences	02/01/2026		Barclays Current Acc	117	Email renewal	Microsoft	S	496.80	99.36	596.16
179 GNR General maintenance	20/01/2026		Barclays Current Acc	118	GNR work	Westover Woodlands	Z	20.00		20.00
180 Safety Report	20/01/2026		Barclays Current Acc	119	Play equipment inspections	Braintree District Council	S	216.97	43.39	260.36
181 Stationery & Office Supplies	20/01/2026		Barclays Current Acc	120	Clerk's expenses	Jacob Mrs D	X	14.47		14.47
181 Telephone & Broadband	20/01/2026		Barclays Current Acc	120	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
181 Telephone & Broadband	20/01/2026		Barclays Current Acc	120	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
181 Car Mileage Allowance	20/01/2026		Barclays Current Acc	120	Clerk's expenses	Jacob Mrs D	X	23.40		23.40
182 Streetlight Maintenance	20/01/2026		Barclays Current Acc	121	Streetlight repairs	A & J Lighting Solutions Ltd	S	174.25	34.85	209.10
183 GNR Trees & Major Repairs	20/01/2026		Barclays Current Acc	118	Clear swims(complete)	Westover Woodlands	Z	360.00		360.00
184 GNR Trees & Major Repairs	20/01/2026		Barclays Current Acc	118	Horseshoe Pond (part)	Westover Woodlands	Z	570.00		570.00
Total								5,004.06	478.31	5,482.37

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

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 31/12/2025			
	Cash in Hand 01/04/2025		72,266.83
	ADD		
	Receipts 01/04/2025 - 31/12/2025		117,397.25
			189,664.08
	SUBTRACT		
	Payments 01/04/2025 - 31/12/2025		105,441.77
A	Cash in Hand 31/12/2025 (per Cash Book)		84,222.31
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2025	0.00	
	Barclays Current Account 31/12/2025	31,696.02	
	Barclays Reserve Account 31/12/2025	7,526.29	
	Cambridge & Counties Bank 31/12/2025	0.00	
	Cambridge & Counties 95 day noti 31/12/2025	25,000.00	
	Cambridge and Counties 2 year bo 31/12/2025	0.00	
	Cambridge & Counties 1 Year Fixe 31/12/2025	20,000.00	
			84,222.31
	Less unrepresented payments		21,000.27
			63,222.04
	Plus unrepresented receipts		21,000.27
B	Adjusted Bank Balance		84,222.31
A = B Checks out OK			