

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 21st July 2025
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 Carol Hough
Cllr Tony Strudwick
Cllr John Willis
Mrs Diane Jacob (Parish Clerk)

County Cllr C. Siddall
One member of the public

25/128 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Colyer (due to holiday), and Cllr Pawsey (due to illness), and District Cllr Schwier (due to work commitments).

25/129 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.

Declarations of interest received from Cllr Strudwick relating to items 25/134 Item 2 Planning application Ref: 25/01434/FUL and item 25/135 Item 1 accounts for payment.

Declaration of interest received from Cllr R. Edwards relating to item 25/134 Item 2 Planning application Ref: 25/01434/FUL.

25/130 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

No comments made by the member of the public.

25/131 County and District Councillors to address the members if present.

The Chairman thanked Cllr Siddall for opening the Gosfield Fairy Trail.

County Cllr Siddall updated about the local government reorganisation, the proposal is for three brand-new unitary councils could replace 15 current local authorities across Greater Essex. Mayoral election scheduled to take place on Thursday 7th May 2026.

Members pothole scheme is continuing this year, and the members grant scheme.

LHP (Local Highway Panel) is winding down and no new schemes will go forward.

Cllr Schwier continues to send regular updates to the Parish Council.

25/132 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 16th June 2025.

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

Item 2. To confirm the minutes of the Parish Council meeting held on 16th June 2025.

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

Item 3. To confirm the receipt of the draft minutes of the Personnel Committee meeting held on 8th July 2025.

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

Item 4. To confirm the minutes of the Personnel Committee meeting held on 8th July 2025.

Proposed by Cllr T. Edwards, seconded by Cllr Waters, confirmed that they are correct, Cllr R. Edwards, Cllr Hough, Cllr Strudwick, and Cllr Willis, abstained resolution passed.

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Signed.....
Chairman of the Parish Council

Date: 18th August 2025

25/133 Co-option.

It was noted that one vacancy remains, no applications received. Item to be advertised in the Grapevine magazine, website and noticeboard and to be on the next agenda.

25/134 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.

BDC Local Plan – Call for sites. BDC are in the process of holding meetings to discuss various sites.

Gosfield smaller sites put forward will be discussed by the Local Plan Sub-Committee to be held on Thursday 24th July (7.15pm, Council Chamber, Causeway House, Braintree)

You can view the Local Plan Sub-Committee agenda and the reports at the following link:

<https://braintree.cmis.uk.com/braintree/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1579/Committee/6/Default.aspx>

The public and Parish Councils are welcome to attend the Local Plan Sub-Committee. Anyone wishing to speak during question time should register via: <https://www.braintree.gov.uk/council/attending-committee-meeting/2> prior to the meeting.

The meeting will also be broadcast via the BDC YouTube channel:

<https://www.youtube.com/channel/UCwX0X9mAHKp42SA1QOB6qjQ>

Please be advised that large and strategic scale proposals (500+ homes and other associated development) will be discussed at the September meeting (date to be confirmed).

Please contact the Planning Policy Team at Braintree District Council should you have any queries.

Cllr R. Edwards and Cllr Strudwick left the meeting.

Item 2. New applications.

Ref: 25/01434/FUL

Description: Retention of conversion and extension of swimming pool changing rooms to 1No. residential dwelling, erection of wellness room, outbuildings and associated landscaping / access.

Location: Dwelling At Shardlowes Farm Hedingham Road Gosfield

Objection

Outside the village envelope.

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

Cllr R. Edwards returned to the meeting.

25/135 Financial Matters.

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

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

Cllr Strudwick returned to the meeting.

Item 2. It was noted and accepted that the Payroll provider invoice had increased from £31.06 to £33.00 per month.

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

Item 3. It was noted that the first half of the precept has been received, and the quarterly bank reconciliation was approved.

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

25/136 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, still ongoing with Solicitors.

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

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.

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Signed.....

Chairman of the Parish Council

Date: 18th August 2025

The Public Rights of Way Officer is in discussion with the developer regarding footpath 11 and will not sign off until the required works are completed. Access gate still awaiting a reply from BDC – ongoing item to be on the next agenda.

Item 4. Highways – Speed limit relating to Gosfield Road as discussed with Tom Cunningham previous minute number 24/264 update by Cllr Siddall and email received from Tom Cunningham that all aspects of the area are being considered and he will give us a further update and reply within two weeks.

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 is that he will add this item to the member's scheme.

Item 6. Highways – Blocked gully/drains. Ref: 3766624, and Ref: 35321973 What three words: puffed.rival.nurtures Cllr Siddall will chase up.

Item 7. Highways – 30mph sign down along Braintree Road Ref: 2977068 - Cllr Siddall will chase up.

Item 8. Highways –Potholes Church Road entrance/exit to carpark Ref: 2891314 and near the war memorial – Cllr Siddall will add these to the member's scheme.

Item 9. Highways – Ref: 3829092 Overgrown vegetation, Hedingham Road – Cllr Siddall will chase up.

Item 10. Car Park – Previous minute no. 25/048 update by Cllr Willis. As the latest Lottery application for funding was rejected, we have now applied to the Rural Prosperity Fund at Braintree District Council and awaiting a reply. Cars parked overnight and left in the car park were discussed (no action) at present.

Item 11. Neighbourhood Plan – Still awaiting a reply regarding the sustainability report from BDC.

Item 12. Skate Ramp previous minute 24/279 – Update, no funding has been pledged towards this project on the crowdfunding page we have 22 days (deadline 12th August) in order to raise £7,500.00 to put the advert in the Grapevine, already on the noticeboard/website and in the community shop.

Item 13. Previous minute no. 25/109 Possible water leak at the community garden – ongoing.

Item 14. Fairy trail in Gosfield Nature Reserve – The Fairy trail grand opening was held on Saturday 19th July which was well attended, given that the weather was not very good, thanks expressed to Cllr Siddall for opening the event, thanks expressed to Cllr Strudwick for all his hard work in putting together the fairy trail in the Gosfield Nature Reserve, further work on it will continue to progress, website to have a separate page giving map, details etc, it will be open every year from April-October. Thanks, expressed to Hollie (Cllr Strudwick's daughter) for printing the posters. Item can be removed from future agendas proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour resolution passed.

25/137 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.

25/138 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.

25/139 Gosfield Nature Reserve 5 Year Management Plan.

Previous minute no. 24/277, 25 /111 item 9. Meeting held with Westover Woodlands - Update by Cllr Strudwick and Cllr R. Edwards confirmed that a meeting has been held with Westover Woodlands and the works required discussed (see June minutes item 25/111 item 9). Westover Woodlands will update and incorporate the items plus the fairy trail into the next 5-year management plan with a timescale on all works, it was confirmed that there is money set aside in the current budget for works in the Gosfield nature reserve, another meeting with Westover Woodlands to be arranged and the item to be on the next agenda.

25/140 Allotments.

Item 1. Previous minute no. 25/033 and 25/136 meetings have been held with allotment holders and Cllr R. Edwards and Cllr Strudwick discussed improvements to the existing water supply.

Allotment holders would like improvement to the water supply which would consist of two new galvanised tanks connected to the existing water supply, installation eg trench, pipes and concrete base to obtain quote for the installation and to apply for the S106 funding along with the £630.00 (see item 4 below).

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Signed.....

Chairman of the Parish Council

Date: 18th August 2025

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

Item 2. To discuss and consider amendments to the tenancy agreement eg. Item 12 Livestock.

Some allotment holders would like to keep Chickens, maximum 4 per plot to seek views from all allotment holders' item to be on the next agenda.

Item 3. To discuss and consider granting permission for the allotment holders to set up a group between themselves, to agree a nominated person and for existing tenants to contact that person if they wish to join the group in compliance with GDPR, in order to further the aims of the allotments.

The Gosfield Allotment Gardens Association draft constitution to be considered by Cllr R. Edwards, Cllr Strudwick and Cllr Waters, item to then be put forward to the Parish Council for agreement then to be sent to all the allotment holders to express their views - item to be deferred and to be on the next agenda.

Item 4. The two quotes were discussed for rat treatment at the allotments, and it was agreed to accept the one from Braintree District Council at a cost of £630.00 for manhole covers and an annual contract of £476.00.

The £630.00 to be covered by the S106 funding (see item 1 above) and the annual contract £476.00 to be divided by the allotment holders.

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

It was noted that a tree, right hand side as you enter the allotments branches are overhanging allotment plots. Parish Council to obtain a quote and to obtain permission to get the branches cut back – item to be on the next agenda.

To enquire about access and to obtain permission so that manure could be delivered to the allotments, cost to be divided by the allotment holders on a first come first serve basis.

The willow tree on plot 6 will be cut back by an allotment holder and he will weave a fence out of it.

25/141 RoSPA.

It was confirmed that we have received the Annual RoSPA inspection report, various items were discussed and works to rectify will be carried out. The Zipwire requires tightening.

25/142 Parking Issues Greenfields and Edmund Green.

Parking issues along Greenfields junction onto Braintree Road and Edmund Green Junction onto Braintree Road – late evenings and at weekends junctions' visibility are being blocked, cars parked onto pavements not enough room for a pram/pushchair or mobility scooters – concern regarding an Ambulance or Fire Engine trying to get into and out of these roads. To therefore discuss and consider placing parking restrictions on these roads.

No parking restrictions to be put in place at the present time – to place an article in the Grapevine requesting that the junctions are to be kept clear at all times, in order for emergency vehicles to gain access.

25/143 Quality Council Bronze Award.

It was agreed that Gosfield Parish Council would like to work towards obtaining the Quality Council bronze award at a registration cost of £130.00.

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

25/144 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported that the village hall is currently having its electricity monitored and will be reassessed.

25/145 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 agenda items to be sent to the Clerk.

25/146 Date of Next Meeting.

Parish Council Meeting 18th August (7.15pm).

Meeting closed at 9.10pm.

Gosfield Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

21 July 2025 (2025-2026)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
57 Safety Report	22/07/2025		Barclays Current Acc	43	ROSPA annual inspection	Playsafety Limited	S	136.00	27.20	163.20
58 Village General Maintenance	22/07/2025		Barclays Current Acc	44	Land Registry fees	Richard Edwards Consultar	X	14.00		14.00
59 Pavilion & Playing Field Gener	22/07/2025		Barclays Current Acc	45	Pavilion fire inspection	Anglia Fire Protection	S	89.80	17.96	107.76
60 Payroll Bureau	22/07/2025		Barclays Current Acc	46	Payroll processing	Richard Edwards Group	S	93.18	18.64	111.82
68 Grasscutting	22/07/2025		Barclays Current Acc	47	Grass cutting	MD Landscapes (Anglia) Lt	S	418.00	83.60	501.60
68 Grass Cutting -CPA	22/07/2025		Barclays Current Acc	47	Grass cutting	MD Landscapes (Anglia) Lt	S	60.00	12.00	72.00
69 Telephone & Broadband	22/07/2025		Barclays Current Acc	48	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
69 Telephone & Broadband	22/07/2025		Barclays Current Acc	48	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
69 Car Mileage Allowance	22/07/2025		Barclays Current Acc	48	Clerk's expenses	Jacob Mrs D	X	27.90		27.90
70 Dog & Litter Bins	22/07/2025		Barclays Current Acc	49	Trimline Bin	Glasdon UK Ltd	S	160.17	32.03	192.20
71 GNR Trees & Major Repairs	22/07/2025		Barclays Current Acc	50	GNR work	Westover Woodlands	Z	352.50		352.50
72 Pavilion & Playing Field Gener	22/07/2025		Barclays Current Acc	51	Possible water leak and isolatic	Pennicks Plumbing	S	120.00	24.00	144.00
73 Toilet Sundries	22/07/2025		Barclays Current Acc	52	Toilet products	Tesco Stores Ltd	S	37.78	7.56	45.34
74 Fairy Trail	22/07/2025		Barclays Current Acc	53	Fairy Trail	Mandy Strudwick	X	273.54		273.54
75 Village General Maintenance	22/07/2025		Barclays Current Acc	54	Handyman	Charlie Jarvis	Z	15.00		15.00
75 Pavilion & Playing Field Gener	22/07/2025		Barclays Current Acc	54	Handyman	Charlie Jarvis	Z	22.50		22.50
76 Pavilion Electricity	22/07/2025		Barclays Current Acc	55	Pavilion electricity	E-ON UK plc	X	362.39		362.39
76 Pavilion Electricity	22/07/2025		Barclays Current Acc	55	Pavilion electricity	E-ON UK plc	L	12.85	0.64	13.49
Total								2,209.87	223.63	2,433.50

Prepared by: _____ Date: _____

Approved by: _____ Date: _____

Approved by: _____ Date: _____

Gosfield Parish Council**BANK ACCOUNTS**

Barclays Current Account	£39,358.37
Barclays Reserve Account	£7,479.56
Cambridge & Counties Bank	
Cambridge & Counties 95 day notic	£25,000.00
Cambridge and Counties 2 year bor	£20,000.00
Total in Banks	91,837.93
Cash	
GRAND TOTAL (Banks and Cash)	£91,837.93