

DRAFT - MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 16th MARCH 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 Tony Strudwick
Mrs Diane Jacob (Parish Clerk)

Three members of the public.

26/043 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Colyer (due to family commitments) Cllr Hough and Cllr Pawsey (due to illness) County Cllr C. Siddall and District Cllr P. Schwier (due to work commitments).

26/044 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. Non-pecuniary interest received and accepted from Cllr Strudwick relating to item number 26/049 ref 26/00335/TPOCON.

26/045 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public asked if we had received a costing for a Zebra Crossing in The Street, from Essex County Council Highways, unfortunately County Cllr Siddall was not at this meeting to respond, the member of the public will be contacting him direct as the Parish Council have not received any figures for this.

A bonded gravel path along the right-hand edge (from The Spinney down to the access at the bottom) of the playing field was discussed (so that the school children will not have to walk along the main road). Quotes and prices to be investigated and to check that the existing underground plastic covering is safe.

26/046 County and District Councillors to address the members if present.

County Councillor Chris Siddall – continues to send regular updates.

District Councillor Peter Schwier – continues to send regular updates.

26/047 Minutes.

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

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

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

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

26/048 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.

26/049 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.

Page 1

Signed.....
Chairman of the Parish Council

Date: 20th April 2026

Item 2. New applications.

Ref: 26/00323/AGR

Description: Application for prior notification of agricultural or forestry development -Steel portal frame grain store.

Location: Land East Of Hawkswood Farm Liston Hall Lane Blackmore End, Gosfield, Essex.

Due to the type of application for notification only – no comments required.

Ref: 26/00350/NMA

Description: Non-Material Amendment to permission 25/02224/HH granted. 05/11/25 for: Single storey rear extension. Amendment would allow: - Alteration to size and orientation of roof lanterns.

Location: 26 Chestnut Avenue Gosfield Essex CO9 1TD

Due to the type of application for notification only – no comments required.

Ref: 26/00400/PLD

Description: Application for Certificate of Lawfulness for proposed development-Proposed cart lodge and workshop.

Location: Woodlands Parkhall Road Gosfield Essex CO9 1SQ

Due to the type of application for notification only – no comments required.

Ref: 26/00433/TPOCON

Description: Notice of intent to carry out works to trees in a Conservation Area:-

2 self set holly trees- fell to ground level

1 yew tree- crown lift to 3.5m

2 lime trees- crown lift by 4m, remove epicormic growth at the base annually for 5 years and deadwood.

Location: Car Park At The Pavillion Church Road Gosfield Essex

Due to this being the Parish Council application for notification only – no comments required.

Cllr Strudwick left the meeting.

Ref: 26/00335/TPOCON

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

T1 - 1 No. Sycamore - Identify and removal of all dead or dying branches, reduce canopy by 20-30% and final removal of overgrown ivy. Removal of debris with on-site shredding and logs, all to be retained on site for recycled use within the garden. T2 - T10 - 9 No. Conifers - Reduce all to stumps.

Location: Thimble Cottage The Street Gosfield Essex CO9 1TP.

No objection.

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

Cllr Strudwick returned to the meeting.

Ref: 26/00448/TPO

Description: Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 23/82 A2- 1 NO. Sycamore Tree (No. 2 on plan)- Fell tree & replace with another tree due to size and closeness to house.

Location: 20 Greenways Gosfield Essex CO9 1TW.

No objection.

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

Ref: 26/00460/TPO

Description: Application to carry out works to trees protected by Tree Preservation Order: 23/82 - A1 Oak (T1) - Reduce overhanging branches around 2-3 metres to the edge of my grass line and reduce the height between 1-2 metres. Reason: overhanging branches and the dropping of acorns onto property. I am also concerned by the risk of thinner branches in strong winds damaging my property. Oak (T2) - Trim back overhanging branches around 2-3 metres to the edge of my grass line and reduce the height between 1-2 metres. Reason: the overhanging branches pose a risk to my shed and my fence. In August of 2020, a branch of a significant size came down and I would like to avoid this occurring again.

Location: 70 Edmund Green Gosfield Essex CO9 1UF

It was noted that on the application made that it mentions for the trees to be felled.

Page 2

Signed.....

Chairman of the Parish Council

Date: 20th April 2026

The Parish Council have no objection to reduce the branches but not to fell the trees, works to be carried out on the applicants side and not from Gosfield Nature Reserve, as no permission has been granted.
Proposed by Cllr T. Edwards seconded by Cllr Strudwick all in favour resolution passed

26/050 Financial Matters.

Item 1. Accounts for payment were approved see separate page. Not to pay the invoice to Braintree District Council for the rat treatment at the allotments up front, to remove it from the list of payments.

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

Item 2. To confirm the transfer of £30,000 from the current account to the business savings account.

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

Item 3. Payroll provider fee for 2026/2027 effective April 2026. It was confirmed and agreed to accept proposed price increase from our payroll providers from £33.00 per month to £37.00 per month with effect from 1 April 2026. To obtain quotes in January 2027 for this service.

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

26/051 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 the solicitors to return legal fees previously paid by Gosfield Parish Council was discussed, again. No new update.

Item 2. Previous minute No. 24/268 Complaint letter to Clarion and BDC regarding affordable housing – update re Edmund Green. Ongoing to be on the next agenda.

Item 3. Highways – Blocked gully/drains. Ref: 3766624, and Ref: 35321973 What three words: puffed.rival.nurtures – has been cleared, to remove from future agendas

Proposed Cllr T. Edwards and seconded by Cllr Waters all in favour resolutions passed.

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 - 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 along the main Road though the village (bus route) but there are still a large number which have not been cleared, to remove this item from future agendas. Proposed by Cllr T. Edwards, seconded by Cllr Waters, all in favour resolution passed.

Item 7. 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 8. 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.

Item 9. Highways - previously reported ref: 3602795 Blocked gully Halstead Road.

Item 10. Highways – Cllr Siddall to advise cost of a new zebra crossing if paid for by the Parish Council.

Item 11. Highways – road surface broken up near the war memorial reported 9/3/2026 ref: 4028882 – repair request ed prior to Remberane Sunday - update by Cllr Siddall.

Item 12. Neighbourhood Plan – The two documents sent by John Willis for the next stage were discussed and both were agreed to be accepted by Gosfield Parish Council. Thanks expressed to John Willis and all the volunteers on the Neighbourhood Plan Committee for continuing with this project.

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

Item 13. Previous minute no. 143 Quality Council Bronze Award – ongoing work in progress.

Item 14. Previous minute no. 25/185 item 1 and item 4 – Allotments Improvements to existing water supply and rat treatment – The water supply was discussed, debris and vegetation in the way, allotment plot holders to clear away, Cllr Strudwick and Cllr R. Edwards to discuss further with allotment holders. Gosfield Parish Council decided not to renew the rat treatment contract for 2026-2027 with Braintree District Council but to accept a quote from Eastern Counties Pest Control for £500.00 plus VAT (8 visits per year) plus six free visits if required.

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

Item 15. Public Rights of Way (Footpath 11) Top of Meadway No public rights of Way footpath signs reported. Ref: 4024326 19/2/26 and will be installed shortly.

Item 16. Public Rights of Way (Footpath 22) Braintree Road end, kissing gate recently installed has been checked and meets requirements with ECC Public Rights of Way Officer. Clerk to ask why the kissing gate near the Lake had to be amended but this one is ok.

Item 17. Playing Field Drainage – To confirm that the S106 application has been sent to Braintree District Council, we are still awaiting a reply. It was noted that the playing field would have to closed during some of the work.

26/052 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. No power at Greenfields Chairman still in discussion with the supplier – ongoing.

26/053 Gosfield Nature Reserve.

Item 1. The project works agreed with Westover Woodlands had all been completed apart from one bridge which will be undertaken when S Westover returns from his travels in July/August. Claims for a grant from BDC had been received and a claim for a grant from ECC in respect of these works had been made and received.

Cllr Strudwick and Cllr R Edwards had met with S Westover and walked the GNR. There were still substantial amounts of felled and fallen wood laying around but S Westover could not be convinced that some of this ought to be tidied up, chipped and used on the paths. There would now not be any substantial works carried out until he returns in the autumn.

Item 2. To discuss the overnight parking sign as it has been removed. It was agreed to purchase and install a new sign. Proposed by Cllr T. Edwards, seconded by Cllr Waters all in favour resolution passed.

26/054 Fairy Trail Map.

Thanks expressed to Cllr Strudwick for all his involvement with this project, however he confirmed that he is no longer prepared to continue with this, therefore the Fairy trail will not be open this year.

26/055 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.

Item 2. The Publication Scheme policy was adopted by Gosfield Parish Council.

Item 3. The Publication and Freedom of Information policy was adopted by Gosfield Parish Council.

Item 4. The Community & Engagement policy was adopted by Gosfield Parish Council.

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

26/056 Car Park.

Update by Cllr R. Edwards and Cllr Strudwick the drainage of the playing field will have to be undertaken first see item 26/029 item 17 above. It was confirmed and agreed for a timber open fence to be installed along the front, in keeping with the street scene.

In discussion with the Community shop etc the car park will need to be closed whilst work is in progress. Proposed by Cllr T. Edwards, seconded by Cllr Waters all in favour resolution passed.

26/057 Access to The Lindens from The Limes.

A meeting has taken place with the Chairman, Cllr R. Edwards, Cllr Strudwick and the Parish Clerk with the Management Company who are going to investigate the legal practicalities, awaiting feedback – no update - Item to be on the next agenda.

26/058 The Kings Head.

It was discussed and considered registering the Kings Head Pub as a community asset further information required, to register interest as it is a good community meeting point, justification and local support will be required, to place an item in the Grapevine for community feedback.

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

26/059 Subscriptions/Membership – relating to training.

To discuss and consider EALC/NALC cost to be advised in April, and/or subscription to CouncilWise training and support at a cost of £150.00.

Page 4

Signed.....
Chairman of the Parish Council

Date: 20th April 2026

It was agreed to continue membership with the EALC/NALC but not to subscribe or become a member of CouncilWise.

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

26/060 Deer Signage.

Deer signage on the road from Sible Hedingham to Gosfield, request for the straight stretch of road from Cut Maple. Signage already in place near the entrance to Southey Green. Gosfield Parish Council discussed this, it is very unlikely that Essex County Council will install more signage in this area, so it was decided no further action by Gosfield Parish Council - to remove item from future agendas.

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

26/061 Public Toilets.

To consider opening times, to go back to the Shop opening the toilets in the morning and the cleaner locking them after they have been cleaned, as from Monday 30th March 2026.

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

26/062 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups. Cllr Studwork reported on the following:

- Village Hall now has 11 months of accounts and are in slight profit as a lot of refurbishment work has been undertaken this year.
- Colchester Zoo Biodiversity course was very interesting and informative various wildlife projects around Essex.
- Wethersfield Asylum Centre numbers are down to 645 and running smoothly.

26/063 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.

26/064 Date of Next Meeting.

- Annual Parish Assembly (Village Meeting) 23rd March (7.15pm) In the Pavilion, Church Road, Gosfield.
- Parish Council Meeting Monday 20th April 2026 (7.15pm) In the Pavilion, Church Road, Gosfield.
- Date Changed to 11th May Parish Council Annual Meeting followed by Parish Council meeting.
- Parish Council Meeting Monday 22nd June 2026 (7.15pm) In the Pavilion, Church Road Gosfield.

Meeting closed at 9.10pm

Gosfield Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

16 March 2026 (2025-2026)

Vouche Code	Date	Minute	Bank	Payment ref.	Description	Supplier	VAT Type	Net	VAT	Total
203	05/02/2026		Barclays Current Acc	134	Petanque bench	TDP Ltd	S	436.42	87.28	523.70
208	17/03/2026		Barclays Current Acc	135	GNR work	Westover Woodlands	Z	50.00		50.00
209	17/03/2026		Barclays Current Acc	136	GNR work	Westover Woodlands	Z	527.50		527.50
210	23/03/2026		Barclays Current Acc	137	Pavilion water	Anglian Water Business (W	Z	91.24		91.24
211	23/03/2026		Barclays Current Acc	138	Allotment water	Anglian Water Business (W	Z	20.61		20.61
212	17/03/2026		Barclays Current Acc	139	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
212	17/03/2026		Barclays Current Acc	139	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
212	17/03/2026		Barclays Current Acc	139	Clerk's expenses	Jacob Mrs D	X	18.90		18.90
213	17/03/2026		Barclays Current Acc	140	Toilet products	Martin Mrs F	S	12.55	2.51	15.06
214	17/03/2026		Barclays Current Acc	141	Pavilion electricity	E-ON UK plc	X	265.23		265.23
214	17/03/2026		Barclays Current Acc	141	Pavilion electricity	E-ON UK plc	L	28.53	1.43	29.96
215	17/03/2026		Barclays Current Acc	142	Pest control contract	Braintree District Council	S	705.50	141.10	846.60
216	17/03/2026		Barclays Current Acc	143	Handyman	Jarvis M	Z	308.97		308.97
216	17/03/2026		Barclays Current Acc	143	Handyman	Jarvis M	Z	30.00		30.00
216	17/03/2026		Barclays Current Acc	143	Handyman	Jarvis M	Z	81.25		81.25
216	17/03/2026		Barclays Current Acc	143	Handyman	Jarvis M	Z	50.00		50.00
Total								2,640.96	232.32	2,873.28

Prepared by: _____ Date: _____
 Name and Role

Approved by: _____ Date: _____
 Name and Role

Approved by: _____ Date: _____
 Name and Role