

MINUTES OF GOSFIELD PARISH COUNCIL MEETING  
HELD ON  
MONDAY 17<sup>th</sup> NOVEMBER 2025  
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

**Present:**

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

County Cllr Siddall  
District Cllr Schwier  
Nine members of the public

**25/216 Welcome and Apologies for Absence.** The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Waters (Vice-Chairman) (Due to holiday).

**25/217 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.

**25/218 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

A member of the public expressed her opinion that she did not like the yellow paint on the skate ramp and would like to know if the cost figures will be broken down and published. The Chairman replied that the colour was chosen on recommendation of the contractor and for safety reasons it needs to be bright, breakdown of costs of the skate ramp will be published in the Grapevine magazine, and it was confirmed that the skate ramp was installed with funded money by grants.

A member of the public said that she did not like the fairies in the nature reserve made of plastic, Cllr Strudwick explained that they were made of resin and responded that the idea for the fairy trail was to encourage young and old (everyone) to engage and enjoy nature, volunteers are always welcome for additional input and views the item will be in the next edition of the Grapevine to try and set up a working group of volunteers, called friends of Gosfield Nature Reserve.

**25/219 County and District Councillors to address the members if present.**

County Cllr Siddall praised the initiative of Gosfield Parish Council on implementing the Fairy Trail, he has funding available for biodiversity works in the Nature Reserve see item 25/232. Parking in Halstead High Street may change in the new year and a ticket machine may be installed at the top of the town this is an ongoing discussion and a decision to charge for parking will be made in January. The pavements at the bottom of Halstead high street are being investigated re possible repairs which he is trying to get resolved. Speeding on rural roads was discussed and he confirmed that most speed surveys (99%) come back within specification and meet the guidelines for Highways. District Cllr Schwier continues to send regular updates to the Parish Council. He is also against car park charges in Halstead along with Cllr Siddall. BDC are currently looking to set their budget with scrutiny on expenditure. Wethersfield numbers have increased and BDC are engaging with the Home Office, he also has community grant money/funding available for biodiversity in the nature reserve, see item 25/232.

**25/220 Minutes.**

**Item 1.** To confirm receipt of the draft minutes of the Parish Council meeting held on 20<sup>th</sup> October 2025.  
Proposed by Cllr R. Edwards, seconded by Cllr Pawsey, all in favour resolution passed.

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Signed.....  
Chairman of the Parish Council

Date: 15<sup>th</sup> December 2025

**Item 2.** To confirm the minutes of the Parish Council meeting held on 20<sup>th</sup> October 2025, the minutes of the Parish Council meeting held on 20<sup>th</sup> October 2025, subject to item 25/207 items 1 and 2 to be revisited were approved. Chairman then signed the minutes as a true and accurate record.

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

#### **25/221 Co-option.**

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.

#### **25/222 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 a decision.

##### **Enforcement Case 20/00117/UBW3: Planning ref: 20/00915/FUL Oaklands Shardlowes Farm.**

Update by BDC 17 August 2025. The planning history at this location shows that an enforcement investigation was raised in March 2020 under reference 20/00117/UBW3 in order to investigate a building which had been constructed without the benefit of planning consent. A planning application was subsequently received and refused and an appeal to the planning inspectorate followed, this was dismissed favouring the Council's position. The enforcement history indicates that formal enforcement action was not supported by the Planning Development Manager in this instance, therefore the building has become time barred from enforcement action under section 171b Town & Country Planning Act 1990 rendering it lawful, the enforcement investigation was closed accordingly.

To send information again to Cllr Schwier for him to follow up.

##### **Item 2. New applications.**

**Ref:** 25/02275/HH

**Description:** Erection of a 2.44 m boundary fence.

**Location:** 23 Braintree Road Gosfield Essex CO9 1PR

First proposal - Objection

Proposed by Cllr T. Edwards, seconded by Cllr Pawsey, no further votes taken.

Second proposal – Gosfield Parish Council to remain neutral, BDC to decide on this application.

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

**Ref:** 25/02268/FUL

**Description:** Demolition of existing units & erection of 4 No. dwellings

**Location:** Land Adjacent Woodlands Parkhall Road Gosfield Essex

Objection

This application is in open countryside and outside the village envelope/settlement area.

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

**Ref:** 25/02447/TPOCON

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

T1 - Lime - Deadwood removal down to 50mm

T2 - Lime - 2x leaning stems to fell and deadwood clean

T3 - Lime - Removal of stem and base epicormic up to 1.5m from ground level to allow for future inspection

T5 - Lime - Deadwood removal down to 50mm and removal of stem and base epicormic up to 1.5m from ground level to allow for future inspection

T10 - Lime - Deadwood removal down to 50mm and removal of stem and base epicormic up to 2.5m from ground level to allow for future inspection



T16 - Lime - Reduction of height by up to 5m and reduction of laterals by up to 3m  
T17 - Cypress Row - Reduction height to match other row - approx. 5m reduction and reducing lateral weight  
T18 - Cypress Row - Reduce lateral weight to prevent tear outs  
T24 - Lime - Deadwood remove down to 50mm and reduce height by up to 4m and laterals by up to 3m

**Location:** 2 The Lindens Gosfield Halstead Essex CO9 1GW

**Objection**

To refer back to previous comments, and support of Stephen Westover concerns raised with BDC, previous minute number 25/200 Item 2.

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

**Ref:** 25/02457/TPO

**Description:** Notice of intent to carry out works to trees protected by Tree Preservation Order 23/82:

Approx. 12 - 15 coppice stools of Willow (*Salix caprea*) growing on the banks of the Horseshoe Pond. Coppice. The trees are fallen, partially fallen or likely to fall, and all are excluding light from the pond. Felling will produce new growth, ensure bank stability, and improve light to the pond, thereby improving the wetland habitat.

R/o 72 Edmund Green. Oak (*Quercus robur*). Reduce growth over garden back to boundary and/ or stable growth points, to maintain light levels/reduce shading over small rear garden.

R/o 3 De Vere Close. Oak (*Quercus robur*). Reduce two overextended lateral boughs above the rear garden of No. 2 De Vere Close by approximately 3m cutting back to suitable growth points, to improve stability and reduce shading. Ash (*Fraxinus excelsior*). Fell. The tree has early signs of Ash Dieback, with large quantities of small dead wood, and limited epicormic shoots. Nearby smaller specimens have died and fallen/been felled, but this tree will rapidly become a danger to path users and adjacent property. No replanting proposed, given the existing tree cover.

**Location:** Gosfield Nature Reserve Halstead Road Gosfield Essex

For information only as this is a Gosfield Parish Council application, to note that the residents of 72 Edmund Green and 3 De Vere Close will be paying for their work, once approved.

**Ref:** 25/02488/TPO

**Description:** Notice of intent to carry out works to tree protected by Tree Preservation Order 23/82 - A1- Oak (T1)

Prune for clearance over the house roof and conservatory. 3 of the lower branches to be removed growing over the roof and conservatory. This will provide 2.5m of clearance. 1 lower branch towards the garden to balance the crown.

Oak (T2) to reduce the large elongating limb over the lawn by 1.5m

**Location:** 8 De Vere Place Gosfield Essex CO9 1FJ

No objection

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

## **25/223 Financial Matters.**

The accounts for payment were approved – see separate page below.

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

## **25/224 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 – item ongoing.

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

**Item 3.** Previous minute No. 24/129 Open Space land at the top of Meadway - public rights of way concerns regarding footpath 11 have been resolved. The TP1 transfer of land is with solicitors, Parish Council agreed to the amendments suggested by the solicitors. It was confirmed that the Parish Council signatories as being Cllr T. Edwards and Cllr Strudwick. It was noted that Abbey will not be replacing the damaged trees.

Proposed for the Parish Council to go ahead with the transfer.

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

**Item 4. Highways** – Speed limit relating to Gosfield Road as discussed with Tom Cunningham previous minute number 24/264 update by Cllr Siddall, is that Highways are not going to implement speed restrictions based on the evidence, this item to be removed from future Parish Council agendas, no further action as this is beyond our control.

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



**Item 5. Highways** – Blocked gully/drains. Ref: 3766624, and Ref: 35321973 What three words: puffed.rival.nurtures - update by Cllr Siddall. Item 5 to 11 to be sent to Cllr Siddall to obtain updates ready for the next meeting.

**Item 6. Highways** – 30mph/40mph sign down, (propped up in the hedge) along Braintree Road Ref: 2977068- update by Cllr Siddall.

**Item 7. Highways** – Ref: 3829092 Overgrown vegetation, Hedingham Road – update by Cllr Siddall.

**Item 8. Highways** – Ref: 2991483 Potholes junction at Hall Drive.

**Item 9. Highways** - Ref: 2997676 The Street, outside the school, near Halstead Road junction – What three words: //constants.valid.scouted (Works completed and failed new ref number 4003110 reported again).

**Item 10. Highways** Pothole, Braintree Road opposite tennis courts left hand side going down the hill going towards Gosfield New Ref: 4003112.

**Item 11. 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. Reply from Essex Highways have confirmed that they will be visiting site to assess the gulleys here. If they haven't been cleaned and are full, they will be added to the ad hoc jetting list.

**Item 12. Neighbourhood Plan** – Update email received 3/11/2025 from BDC – screening is now back from Place Services and the 5-week consultation with environmental bodies can now commence.

**Item 13.** Previous minute no. 143 Quality Council Bronze Award – See item 25/227 below. Update.

**Item 14.** 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 it was confirmed that Gosfield Parish Council have received £630.00 of S106 funding towards this item – update, to be on the next agenda.

**Item 15.** Skate Ramp - update.

It was agreed due to the weather not to hold a grand opening date/time etc as it is already in use. Thanks expressed to the Rowson Perpetual Memorial Trust, Sport England and BDC S106 full funding for covering the costs. Item to be removed from future agenda.

#### **25/225 Car Park – Update.**

**Item 1.** To discuss the e-mail received from the Chairman of the Community Shop re the car park.

A meeting has already taken place and plans and ideas shared, pledges and support have been confirmed from the Rowson Perpetual Trust and the Community shop. Working party to obtain quotes.

**Item 2.** To discuss and agree if any action is necessary. No action required at this time.

#### **25/226 Land at Top of Meadway.**

**Item 1.** Once the Parish Council owns the land to consider erecting a sign stating, "Dogs must be kept under control at all times".

**Item 2.** Once the Parish Council owns the land to consider granting permission for a resident to maintain the flower borders.

Items deferred until Gosfield Parish Council takes ownership of the land.

#### **25/227 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).

**Item 3.** Anti-fraud & Corruption policy.

**Item 4.** Crime & Disorder policy.

**Item 5.** Training & development policy.

**Item 6.** Training record.

**Item 7.** To consider to sign up to the [Civility and Respect Pledge](#)

Items 3, 4, 5, 6, and 7 above were approved, items 1 and 2 deferred to be on the next agenda.

Proposed by Cllr Pawsey, seconded by Cllr Hough, Cllr T. Edwards, Cllr Colyer in favour, Cllr Strudwick objected to the final paragraph of item 7 and Cllr R. Edwards abstained, resolution passed.

#### **25/228 Street Lights.**

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

To discuss and consider replacing the street lights with LED at a cost of £359.00 each ongoing.

Item deferred to be on the next agenda.

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Signed.....

**Chairman of the Parish Council**

**Date: 15<sup>th</sup> December 2025**



### **25/229 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.

A draft constitution will be issued to the allotment holders, for them to consider setting up a Gosfield Allotment Gardens Association - prior to the next meeting – item deferred to be on the next agenda.

### **25/230 Special Motion to Revisit.**

Vote to suspend Standing Order 7 (a) as follows: -

#### **7. PREVIOUS RESOLUTIONS**

A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 7.

Previous Minute number 25/207 Items 1 and 2.

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

### **25/231 Gosfield Nature Reserve.**

#### **Gosfield Nature Reserve.**

**Item 1.** Previous minute no. 24/277, 25 /111, 25/139, 25/165 Meeting held with Westover Woodlands – Update by Cllr Strudwick and Cllr R. Edwards, that this needs to be regularly reviewed. The draft 5-year management plan, including amendments suggested by Braintree District Council and subject to further meetings with Westover Woodlands and the time scales for implementing the works, was approved.

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

**Item 2.** The annual agreement/contract with Westover Woodlands was approved

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

### **25/232 County and District Councillor Grant funding.**

To discuss and consider applying to County Cllr Chris Siddall for funding and District Cllr Peter Scheiwer £700.00 for a grant to put towards biodiversity work, bridges etc in the Gosfield Nature Reserve. Further information and documentation to be sent to both Cllr Siddall and Cllr Schwier.

### **25/233 Halstead Road, Hedingham Road junction. Highways.**

**Item 1.** Speeding concerns along Halstead Road raised by a member of the public was discussed.

**Item 2.** After listening and discussing with Cllr Siddall under item 25/219 and how the surveys are carried out and what is required to meet the criteria for Highways to implement it was agreed not to spend £368.20 on a speed survey.

Proposed by Cllr Hough, seconded by Cllr Colyer, all in favour resolution based.

### **25/234 Lights on the Pavilion.**

To discuss and consider a quote for the following: -

Wire and install black LED down lights in the soffit at the back of the pavilion, controlled via 2x flush mount PIR detectors at either end of the building for activation.

New circuit back to consumer unit.

Isolate existing outside light.

#### **Materials -**

JCCvPro down lights (5year warranty)

B.E.G occupancy detectors for switching.

Electrical test and certificate issued upon completion. At a cost of £573.00 plus VAT to consider acceptance of a donation from Gosfield Playing Field Management Committee of £600.00 Gosfield Playing Field Committee, subject to approval, will provide a donation towards these works. Quote accepted and approved.

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

### **25/235 Potential Open Space Improvements (POSI) Update.**

To consider various project to add to the Braintree District Council Potential Open Space Improvements (POSI).

Item deferred and to be on the next agenda.

**25/236** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported on the Maurice Rowson village hall and that bookings were down.

**25/237 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 for the next agenda to be sent to the Parish Clerk.

**25/238 Date of Next Meeting.**

Parish Council Meeting 15<sup>th</sup> December (7.15pm).

Meeting closed at 9.10pm.



# Gosfield Parish Council

## PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
127 Toilet Sundries	20/10/2025		Barclays Current Acc	88	Toilet products	Tesco Stores Ltd	S	40.61	8.12	48.73
128 Christmas Tree	18/11/2025		Barclays Current Acc	89	Christmas Tree	Gosfield Social Club	X	150.00		150.00
129 Streetlight Maintenance	18/11/2025		Barclays Current Acc	90	Streetlight repairs	A & J Lighting Solutions Ltd	S	181.25	35.25	217.50
130 Grasscutting	18/11/2025		Barclays Current Acc	91	Grass cutting	MD Landscapes (Anglia) Ltd	S	418.00	83.60	501.60
130 Grass Cutting -CPA	18/11/2025		Barclays Current Acc	91	Grass cutting	MD Landscapes (Anglia) Ltd	S	60.00	12.00	72.00
130 Hedgecutting & General Mainte	18/11/2025		Barclays Current Acc	91	Grass cutting	MD Landscapes (Anglia) Ltd	S	150.00	30.00	180.00
131 Stationery & Office Supplies	18/11/2025		Barclays Current Acc	92	Clerk's expenses	Jacob Mrs D	X	12.56		12.56
131 Telephone & Broadband	18/11/2025		Barclays Current Acc	92	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
131 Telephone & Broadband	18/11/2025		Barclays Current Acc	92	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
131 Car Mileage Allowance	18/11/2025		Barclays Current Acc	92	Clerk's expenses	Jacob Mrs D	X	27.00		27.00
132 Pavilion & Playing Field Gener	18/11/2025		Barclays Current Acc	93	New outside tap	Pennicks Plumbing	S	80.00	16.00	96.00
133 GNR General maintenance	18/11/2025		Barclays Current Acc	94	GNR sign no overnight parking	Concept signs	S	22.00	4.40	26.40
134 Pavilion Electricity	20/11/2025		Barclays Current Acc	95	Pavilion electricity	E-ON UK plc	L	28.57	1.43	30.00
134 Pavilion Electricity	20/11/2025		Barclays Current Acc	95	Pavilion electricity	E-ON UK plc	X	427.09		427.09
135 Toilet Sundries	18/11/2025		Barclays Current Acc	96	Toilet products	Tesco Stores Ltd	S	17.32	3.47	20.79
136 Toilet Sundries	18/11/2025		Barclays Current Acc	96	Toilet products	QD	S	3.32	0.67	3.99
137 Pavilion & Playing Field Gener	18/11/2025		Barclays Current Acc	97	Toilet cleaning - pavilion	Alfie Martin	X	61.05		61.05
138 Section 137 Payments	18/11/2025		Barclays Current Acc	98	Poppy wreaths	Halstead & District Branch	X	60.00		60.00
139 Village General Maintenance	18/11/2025		Barclays Current Acc	99	Handyman	Jarvis M	Z	50.00		50.00
140 Village General Maintenance	18/11/2025		Barclays Current Acc	99	HaHa Ditch	Jarvis M	Z	50.00		50.00
142 GNR General maintenance	18/11/2025		Barclays Current Acc	99	GNR sign no overnight parking	Jarvis M	Z	12.50		12.50
143 Skate Ramp Project	18/11/2025		Barclays Current Acc	99	Skate ramp preparation	Jarvis M	Z	25.00		25.00
Total								1,890.53	195.94	2,086.47