DRAFT - MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 16th November 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 Anne-Marie Croft
Cllr Carol Hough
Cllr Ben Muir
Cllr Tony Strudwick
Mrs Diane Jacob (Parish Clerk)

County Cllr I. Rocha
Four members of the public.

26/231 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies received and accepted from Cllr Colyer (due to Pantomime commitments) and District Cllr P. Schwier (due to work commitments).

26/232 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 was received and accepted from Cllr Strudwick relating to item 26/236 ref: 26/02604 and from Cllr Waters and Cllr Muir relating to item 26/236 ref: 26/02440/TPO

26/233 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.
Three members of the public commented and made their objections to planning application Ref: 26/02527/AGR Description: Application for prior notification of agricultural or forestry development - Proposed reservoir. Location: Land South Of Liston Hall Liston Hall Lane Blackmore End Gosfield Essex see below under planning matters agenda item 26/236.

26/234 County and District Councillors to address the members if present.
District Cllr Peter Schwier not present.
County Councillor Isi Rocha gave an update as follows:
Firstly, please accept my sincere apologies at not being able to make these meetings previously. This is due to a recurring conflict in my scheduling which has now been resolved.
So, firstly, I just wanted to say a big thank you to every member of the parish council who made time out of their busy days to meet me in person on Friday. I really enjoyed our conversation and look forward to many more of them.
I've been very recently appointed Cabinet Member for SEND, Skills and Education at Essex County Council so a significant proportion of my time is being spent on this portfolio. My first priority areas have been on understanding Transport for schools and EHCP assessment process. I'm running through an intensive induction program, but I can promise you that I'll bring the same focus on delivery to this that I've tried to bring to Halstead Division. Prior to that I was Deputy Cabinet Member for Finance and Corporate Services. I am also Vice Chair for the Essex Pension Fund (both Investment and Steering Group) which is a responsibility that I don't take lightly.

As you're aware, Hedingham Road closures for the Cadent Gas Works have been cancelled until the new year. This should hopefully give businesses and residents the opportunity to enjoy the Christmas Period. I am still waiting for a follow up call to be held with the Permits Team regarding the January closures. There are also

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several road defect updates that I have sent a separate email to the Parish Clerk on today regarding the Gosfield area. I'm still trying to find a way to reduce the speed on the Street outside the school but am facing some resistance but where this is a will there is a way.
I am still gathering data from residents about the top three road safety priorities in the Halstead Division. These are a 30 MPH re-grade for Halstead Road and White Ash Green, a 40MPH re-grade for Soe Hill and a 20MPH zone request for Gosfield School. This information needs to be driven from residents' experience so I can make a compelling case to Highways. I'd strongly encourage residents to continue emailing me with their data and observations. I am still chasing the remaining priority roads for repair (namely Station Road and Pennypots) and I will provide an update as soon as I have one.
Two weeks ago, Cllr Bray (cabinet member of Heritage, Regeneration and Culture) visited Halstead and met with local business owners in The Centre, volunteers and trustees of the Empire Centre, volunteers and residents who look after the River Colne and Halstead 21st Century Group who gave us a tour of the Air Raid Shelters. Cllr Bray was really impressed by the volunteers, trustees, and residents he met. We have even put the Empire Theatre on Essex's list of venue for movies and film casting (similar to Practical Magic 2). I will be organising another visit with Cllr Bray during the first three months of 2027 and would love to include Gosfield on that visit.
Last two things to mention are:

1. I have been made aware of a potential site on Broadfield Nursery Road, Broad Road, CM7 5NJ which is the proposed change of use of land for the siting of mobiles homes for gypsy and traveller use. The reference is 26/02009/FUL. Braintree District Council validated it on 30th October 2026. Public comments must be submitted by 2nd December 2026. The planning notice states that comments received after the deadline may not be taken into account once the decision has been made. I also believe that there are two other sites in the Braintree District. We can make comments through the portal and planning matters, such as highways, drainage, land use and the effect on the public right of way the notice mentions. I intend to write to the Braintree Ward Councillor asking them to call the application into committee if possible.
2. ECC has launched a new initiative where we want you to have a say on the ECC Budget. We are consulting on the 2027/2028 budget and would like residents, business and community groups to respond online at consultations.essex.gov.uk by 6th December. We're really keen to hear your thoughts so please do come forward.

26/235 Minutes.
Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 19th October 2026.
Proposed by Cllr Waters, seconded by Cllr R. Edwards, all in favour resolution passed.
Item 2. The minutes of the Parish Council meeting held on 19th October 2026 are a true and accurate record and signed by the Chairman.
Proposed by Cllr Hough, seconded by Cllr Waters, all in favour resolution passed.

26/236 Planning Matters.
Item 1. Planning updates.
It was noted that as from 31st October 2026 new national rules will change how councils across England make these decisions. Full Council has approved changes to Braintree District Council's constitution to bring it in line with new national requirements.
Under the new rules, residential developments of up to 9 new homes or minor commercial development must be decided by Planning Officers. The effect of these changes means that there will no longer be the ability to consider whether application for 3 to 9 new homes should be referred to Planning Committee after being called in by a District Councillor or by a Town/Parish Council.
Cllr Strudwick commented that Braintree District Council will be taking away democratic views.

Item 2. New applications.
Ref: 26/02407/VAR
Description: Variation of Condition 2 (Approved plans) of approved application 25/02268/FUL granted 25.03.26 for: Demolition of existing units & erection of 4 No. dwellings. Amendment would allow: -
Plot 4 - Extended to rear for improved internal layout. Rearrangement of external facing materials together with the addition of a timber canopy.
Plots 1 & 3 -Inclusion of storm porches & matching timber canopies.

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Location: Land Adjacent Woodlands Parkhall Road Gosfield Essex
Gosfield Parish Council objects. The application would reverse a design change the applicant agreed with BDC before permission was granted.

1. Timber west elevations - The delegated report for 25/02268/FUL (page 9) records the agreement that "the western elevations should be predominantly timber clad rather than brick faced". The reasons given were that this side is the most visible when approaching from the west and that timber suits the rural setting. Approved plot 4 follows this, with its northwest front about two thirds timber. Revised drawing 25.200/09 makes it about two thirds brick.
2. Plot 4 enlarged - Plot 4 grows from 82sqm to 100sqm, about a fifth larger, but the area schedule has not been updated and still reports reductions on the existing buildings.
3. Policy - These conflicts with Local Plan Policy LPP 52, which requires "details and materials that complement, but not necessarily replicate, the local architectural character". It also conflicts with SP 7 and LPP 67, the other policies the officer relied on.

The Parish Council asks that the application be refused. At the very least, the approved predominantly timber west facing elevation of plot 4 must be kept, and a corrected area schedule provided.
Proposed by Cllr Muir, seconded by Cllr R. Edwards, all in favour.

Ref: 26/02440/TPO
Description: Notice of intent to carry out works to trees protected by Tree T3- Oak Preservation Order TPO - 11/78 Tree - Remove lower two limbs previously reduced. Reason- to allow more light in the garden
Location: 26 Chestnut Avenue Gosfield Essex CO9 1TD
No objection.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, Cllr Croft, Cllr Strudwick and Cllr R. Edwards in favour, Cllr Waters and Cllr Muir abstained resolution passed.

Ref: 26/02487/HH
Description: Proposed front porch, first floor side extension and two storey rear extension incorporating Juliet balcony to first floor. Retention of single storey rear extension. Alterations to external materials.
Location: Beechley Farm Parkhall Road Gosfield Essex CO9 1SQ
No objection.
Proposed by Cllr T. Edwards, seconded by Cllr R. Edwards, all in favour resolution passed.

Ref: 26/02527/AGR
Description: Application for prior notification of agricultural or forestry development - Proposed reservoir
Location: Land South Of Liston Hall Liston Hall Lane Blackmore End Gosfield Essex
Gosfield Parish Council objects as key information is missing:
EIA: at about 2.4 ha the excavation exceeds the 1 ha threshold (EIA Regulations 2017, Schedule 2, 1(b)). Without a screening opinion it is not permitted development (GPDO article 3(10)) and none is on file.
Spoil: about 152,000 cubic metres, destination and use not given. Removal off the unit breaches condition A.2(1)(b) and would be mineral working for Essex County Council.
Need: no evidence of where the water is used, how capacity was calculated, or a secured source is provided.
Highways: any removal would use farm tracks that are public rights of way and have significant impact which is not assessed.
Siting: a 14m to 21m deep excavation near Oak Grove ancient woodland and footpath 24, with no stand-off, fencing or stability details. Prior approval of siting should be required.
We ask BDC to obtain this information before deciding.
Proposed by Cllr Muir, seconded by Cllr T. Edwards, all in favour resolution passed.

Cllr Strudwick left the meeting.
Ref: 26/02604/TPOCON & PP-15354579
Description: Notice of intent to carry out works to trees in a Conservation Area:
T1 - Sycamore (Acer pseudoplatanus): Complete removal to ground level by sectional dismantling.
T2 - Sycamore (Acer pseudoplatanus): Crown reduction of 4 metres in height and spread, maintaining a balanced natural crown shape.

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T3 - Oak (Quercus sp.): Selective reduction of extended lateral branches by 2/3 metres where they encroach into adjacent conifer trees.
T4 - Cherry (Prunus sp.): Crown reduction of 3 metres in height and spread, maintaining a balanced natural crown shape.
T5 - Cherry (Prunus sp.): Crown reduction of 3 metres in height and spread, maintaining a balanced natural crown shape.
Location: Broom Cottage The Street Gosfield Essex CO9 1TP
No objection.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Cllr Strudwick returned to the meeting.

26/237 Parish Cllr Vacancy.
To note that Gosfield Parish Council has one Parish Cllr vacancy and to confirm the co-option policy. As the Parish Council is permitted either to advertise the vacancy for co-option or to leave the office vacant until the date of the next ordinary election, to discuss and consider which option the Parish Council would like to take.
The Parish Council agreed to co-opt at the December meeting.
Proposed by Cllr T. Edwards, seconded by Cllr R. Edwards, all in favour resolution passed.

26/238 Skate Ramp.
To discuss and consider any remedial works required to the skate ramp prior to making the 5% retention.
It was confirmed that minor remedial works have been completed and the invoice can now be paid.
Proposed by Cllr. R. Edwards, seconded by Cllr Waters, all in favour resolution passed.

26/239 Financial Matters.
Item 1. The accounts for payment were approved.
Proposed by Cllr R. Edwards seconded by Cllr Hough, all in favour resolution passed.

26/240 Matters Arising.
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 (new number 6010112) The Street. What three words hypocrite mainly stiff.
Update by County Cllr Rocha ECC have re-raised this and we are now waiting for an update.
Item 3. Highways – reported manhole covers protruding up from the pavement Outside Tye Beams, in The Street Ref: 4037957and 4015244 Update by County Cllr Rocha. Highways have considered that 4037957 is not a defect but are re-visiting post conversation with the inspector 4025244 has had a job raised with the programmer for further update/date.
Item 4. Highways - previously reported ref: 3602795 Blocked gully Halstead Road. Update by County Cllr. Rocha, this is being raised and a date is due to be communicated.
Item 5. 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. Update by County Cllr. Rocha to take a photo of the area, Parish Council to confirm ownership of the hedge.
Item 6. Highways ref 402774 – Kerb defects, Meadway update by County Cllr. Rocha This has been escalated to the inspector to attend and review, awaiting a date for inspection.
Item 7. Highways ref; 3744479 and 6000667 Kerb defects, Braintree Road update by County Cllr. Rocha This is under observation as it is in the process of being prioritised.
Item 8. Highways ref: 6014248 Give way sign down post rotted, Halstead Road reported 26/10/2026. County Cllr Rochas update this was inspected four days ago and awaiting confirmation re timings.
Item 9. Neighbourhood Plan – Update from Braintree District Council, rather than using an existing approved list – BDC will need to contact potential Examiners inviting them to tender.
Item 10. Previous minute Nos. 24/251, 24/270, 25/012, 25/030 26,052 Street Lights – ongoing.
Item 11. Previous minute no. 26/057 Access to The Lindens from The Limes – ongoing.
Item 12. Previous minute no. 26/058 Registering the Kings Head Pub as a community asset- no update.

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Item 13. Previous minute number 26/205 King Head "overflow parking sign" has been taken down, to remove item from future agendas.
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 – ongoing.
Item 15. Previous minute number 26/106 Item 2 Gosfield Nature Reserve – Access Gate from Halstead Road entrance – Chairman to order materials works to be completed before Christmas.
Item 16. Gosfield United Football Club – previous minute number 26/171 – Update relating to mobile bar no update, signage no update and lockers to arrange electricity for the lockers.
Item 17. Bronze Quality award – previous minute number 26/175 – update, results and panel feedback will be given by Friday 11th December.
Item 18. Previous minute number 26/181 The Lodge Plantation update by Cllr R. Edwards ongoing with solicitor and land registry.
Item 19. Previous minute number 26/197 Playing Field drainage works updated by Cllr R. Edwards works now completed, awaiting receipt of S106 funding.
Item 20. Previous minute number 26/208 Braintree District Council - Community Tree Planting Grant Funding application has been submitted.
Item 21. Previous minute number 26/226 Allotment community orchard on plot 4a – it was agreed and approved to turn allotment plot 4a into a community orchard if funding is received.
Proposed Cllr. T. Edwards, seconded by Cllr Strudwick, Cllr Croft, Cllr R. Edwards, Cllr Waters and Cllr Hough in favour, Cllr Muir abstained, resolution passed.
Item 22. Previous minute number 26/209 Essex Local Nature Recovery Strategy – update by Cllr R. Edwards that he had attended an online seminar, item to be removed from future agendas.
Item 23. Previous minute number 26/222 item 1 properties backing onto the nature reserve – letters – update ongoing, to contact land registry.
Item 24. Previous minute number 26/ 222 Item 3 opening up the swims in the nature reserve – Westover Woodlands have identified the places to open up, costings now received, looking for grants to contact District Cllr Schwier.
Item 25. Open space Land at top of Meadway previous minute number 26/223 item 1 payment from Abbey Homes. Update, rectification works due to commencing on 23rd November replacing dead trees, lockable bollard, drain and footpath edges.

26/241 Open Space land at the top of Meadway.
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. To check if the Community Land certificate is still valid.
Item 1. Once the Parish Council owns the land to consider erecting bollards at the top near new path.
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 3. Once the Parish Council owns the land to consider granting permission for residents to maintain the planted strip of grass rather than a flower boarder, as residents have planted well over 150 daffodils at the edge of the field.
Item 4. Once the Parish Council own the land to consider Grass cutting (the frequency of cutting) and planting.

26/242 Light for the Pétanque Court.
A quote for installation of a light for the Pétanque Court was discussed and approved at a cost of £995.00 plus VAT and it was confirmed that County Cllr Locality funding has been applied for.
Proposed by Cllr T. Edwards, seconded by Cllr Muir, all in favour resolution passed.

26/243 Scarecrow trail 2027.
To discuss and consider applying for funding. The Parish Council supports the project. Financial support could be applied for to the Community Shop, the Rowson Trust and the County Cllr locality funding in the next financial year (April 2027).
Item deferred, to be discussed at the working group budget meeting 2027/28.

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26/244 Playing Field. (Playing Field Management Committee).
Bonded gravel path along right hand edge (from the Spinney down to the access at the bottom) has already been discussed by the Parish Council.
The Playing Field Management Committee feel there are a variety of reasons why this is not a practical suggestion:
1. There is a perfectly adequate pavement roughly 50 yards adjacent to the playing field on the main street.
2. The committee feel it will be very sparsely used.
3. Now that the 2 football pitches have changed places because of the installation of the skate ramps and that Gosfield United, having been promoted to the premier league, require greater access around the pitch sides, a path will have an impact on the space required and may also cause hazard to pedestrians whilst games are in progress.
4. Where will the path finish as it nears the pavilion?
If it goes to the corner entrance of the field in Church Road, pedestrians will still walk across the field from the car park to access it or not use it.
If it continues to the concrete apron around the pavilion is will cut across the field making is more onerous for mowing.
5. There were concerns regarding different and uneven levels thus creating possible trip hazards.
6. Finally, the committee feel that a path would spoil the rural appearance of the field making it appear more urbanised.
This request was re-considered and declined by the Parish Council due to the advice above.
Proposed by Cllr Waters, seconded by Cllr Muir, all in favour resolution passed.

26/245 Gosfield Nature Reserve.
Item 1 To produce map and signage throughout the GNR and to seek funding – Update by Cllr R. Edwards.
Item 2 – To ascertain what Gosfield residents would like the nature reserve to be eg an amenity for the village or a nature reserve. Questionnaire to be sent out to residents via insert into the Grapevine February edition and in the Community shop in order to gain feedback.
Proposed by Cllr Hough, seconded by Cllr T. Edwards, all in favour resolution passed.

26/246 Car Park.
Item 1. Remedial work – Update by Cllr R. Edwards minor cracking in the concrete to be rectified.
Item 2. To discuss large, heavy vehicles using the car par, eg refuse amenity vehicles. Flower planters to be moved to a different location and signage to be looked into.

26/247 Archive storage.
To discuss and consider archive storage of files, what type to hold and for how many years?
Item deferred to be on the January agenda.

26/248 Christmas tree 2026.
It was approved to give a donation of £160.00 towards the village Christmas tree to the Social Club.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed,

26/249 Internal Audit 2026/2027.
It was approved to appoint Jan Stobart as the Internal Auditor for financial year accounts end 2026/2027.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.

26/250 Finance Working Group.
Thursday 7th January at 2pm was the date agreed to hold a finance working group meeting to discuss the budget for 2027/2028.
Proposed by Cllr T. Edwards, seconded by Cllr R. Edwards all in favour resolution passed.

26/251 To receive reports from outside bodies, training courses, village representative, and Parish Council working groups.

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Cllr Muir to attend Councillor training online at the end of November.

26/252 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.

26/253 Gosfield Nature reserve tree works.
Four quotes were discussed and consider for tree works in the nature reserve and it was agreed to appoint Second Nature at a cost of £3,000.00 plus VAT.
Permission required from Braintree District Council to be in place prior to commencement of works.

26/254 Date of Next Meeting.
Parish Council Meeting Monday 14th December 2026 at 7.15pm

Meeting Closed at 9.15pm

Signed.....
Chairman of the Parish Council

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Gosfield Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
144	Toilet Sundries	17/11/2026		Barclays Current Acc	106	Toilet products	Tesco Stores Ltd	S	19.23	3.85	23.08
145	Playing Field Car Park	17/11/2026		Barclays Current Acc	107	Soil for planters in car park	Olivers Plants	S	75.00	15.00	90.00
146	Hedgecutting & General Mainte	17/11/2026		Barclays Current Acc	108	Allotment hedge	MD Landscapes (Anglia) Lt	S	150.00	30.00	180.00
147	GNR General maintenance	17/11/2026		Barclays Current Acc	109	GNR tree work	Westover Woodlands	Z	150.00		150.00
148	GNR General maintenance	17/11/2026		Barclays Current Acc	109	GNR work	Westover Woodlands	Z	10.00		10.00
149	Christmas Tree	17/11/2026		Barclays Current Acc	110	Christmas Tree	Gosfield Social Club	X	160.00		160.00
150	Telephone & Broadband	17/11/2026		Barclays Current Acc	111	Clerk's expenses	Jacob Mrs D	X	8.55		8.55
150	Telephone & Broadband	17/11/2026		Barclays Current Acc	111	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
150	Car Mileage Allowance	17/11/2026		Barclays Current Acc	111	Clerk's expenses	Jacob Mrs D	X	28.60		28.60
151	Streetlight Maintenance	17/11/2026		Barclays Current Acc	112	Streetlight repairs	A & J Lighting Solutions Lt	S	197.25	39.45	236.70
152	Grasscutting	17/11/2026		Barclays Current Acc	113	Grass cutting	MD Landscapes (Anglia) Lt	S	418.00	83.60	501.60
152	Grass Cutting -CPA	17/11/2026		Barclays Current Acc	113	Grass cutting	MD Landscapes (Anglia) Lt	S	60.00	12.00	72.00
153	Pavilion & Playing Field Genera	17/11/2026		Barclays Current Acc	114	Repairs to ladies toilet	Pennicks Plumbing	S	80.00	16.00	96.00
154	Section 137 Payments	16/11/2026		Barclays Current Acc	115	Presentation vase for M Pawse	The Engraved Gifts Compa	Z	72.97		72.97
155	GNR General maintenance	17/11/2026		Barclays Current Acc	116	Keys to GNR gate	Timpson	S	15.00	3.00	18.00
156	Pavilion & Playing Field Genera	17/11/2026		Barclays Current Acc	117	Tree work	David Self Tree Surgeon	Z	250.00		250.00
157	Playing Field Car Park	17/11/2026		Barclays Current Acc	118	Plants for car park	Perrywood	S	49.56	9.91	59.47
158	Pavilion & Playing Field Genera	17/11/2026		Barclays Current Acc	119	Weed spray, feed, fertilise etc	Lawn Doctor	S	3,560.00	712.00	4,272.00
158	Pavilion & Playing Field Genera	17/11/2026		Barclays Current Acc	119	Weed spray, feed, fertilise etc	Lawn Doctor	Z	2,520.00		2,520.00
								Total	**7,830.50**	**924.81**	**8,755.31**

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

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