

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 15th SEPTEMBER 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 Jo Colyer
Cllr Carol Hough
Cllr Maggi Pawsey
Cllr Tony Strudwick
Mrs Diane Jacob (Parish Clerk)

Three members of the public

25/173 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from County Cllr Siddall (due to holiday), District Cllr Schwier (due to work commitments) and the resignation of Parish Cllr Willis was received and accepted.

25/174 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.

25/175 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public raised his concerns about the number of 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. Clerk to contact County Cllr Siddall to find out how to report so many.

Item 27/179 enforcement case the response from Braintree District Council (see below) was not acceptable to contact Cllr Schwier to discuss further.

25/176 County and District Councillors to address the members if present.

Not present, but both continue to send regular updates to the Parish Council.

25/177 Minutes.

Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 18th August 2025.

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

Item 2. To confirm the minutes of the Parish Council meeting held on 18th August 2025. To amend item number 25/170 the skate ramp option 1 the size is 7.0m wide and not 17.0m as stated.

Chairman then signed the minutes as a true and accurate record.

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

25/178 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.

25/179 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.

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

Gosfield large and strategic scale proposals (500+ homes and other associated development) will be discussed at the Local Plan Sub-Committee at BDC in September (date to be confirmed). Please contact the Planning Policy Team at Braintree District Council should you have any queries.

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.

The reply received is as follows:

"In respect of the above Enforcement Case, I can clarify that I reviewed this case in early 2024 and deemed that it was no longer expedient to proceed with enforcement action in this particular case. The case was considered concurrently with our consideration of a similar case which you may recall at the Oil Depot site which is also located off Hedingham Road in Gosfield (on the other side of Hedingham Road to the above).

With regard to the above case, you will be aware that the site is located in an area where there are numerous existing small scale commercial uses and these have existed for some time. At the time the application was originally refused, there were no objections from local residents, only the objection was from the Parish Council. The building subject to the application is contained within the plot and it was not considered to be detrimental to the amenity of nearby properties or to designated heritage assets. There were also no objections from ECC Highways. We did have a concern about the impact on the existing dwelling at Oaklands, but this is contained within the same planning unit as the commercial use. Given that the business had been established, pursuing formal enforcement action would have resulted in the loss of local employment, which given wider economic issues, was a concern, and in my view the loss of jobs did outweigh the harms identified. I therefore did not consider it would be expedient to pursue enforcement on this basis.

The Oil Depot site raised similar considerations however we remained concerned about the open storage nature of the scaffolding use and the impact of this upon the adjacent neighbour. As you may be aware, this has however, subsequently been allowed at appeal, primarily due to the benefits derived from the employment generated.

As you will be aware the relevant employment policy in the Adopted Local Plan for development in rural areas (LPP7 Rural Enterprise) is much more restrictive than the previous Local Plan policy and this has caused tension with balancing the various planning considerations for small scale employment proposals which support the local economy and jobs. This more recently included the vintage bus museum proposal at Great Yeldham and The Old Council Yard, also in Great Yeldham. As part of our internal view, I have provided feedback to Alan and Sarah, on behalf of the team, on this policy to see if this could be more flexible within the new Local Plan".

Gosfield Parish Council are not satisfied with the response from Braintree District Council, Chairman to contact District Cllr Schwier to follow this up – item to be on the next agenda.

Item 2. New applications.

Ref: 25/01653/ELD

Description: Application for Certificate of Lawfulness for an Existing Development - Single storey rear extension

Location: 2 Park Hall Cottages Parkhall Road Gosfield Essex CO9 1SG

Due to the type of application – for information only.

25/180 Financial Matters.

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

Including the invoice for Insurance renewal October 2025 to September 2026 subject to updating of wage roll and income declarations was confirmed.

Page 2

Signed.....

Chairman of the Parish Council

Date: 20th October 2025

Item 13. Previous minute no. 25/109 Possible water leak at the community garden – it was confirmed that there had been a leak, and a new tap has been fitted – to remove item from future agendas.

Item 14. Previous minute no. 25/143 Quality Council Bronze Award – It was confirmed that the registration has been made to NALC (National Association of Local Councils).

Item 15. Previous minute no. 25/185 item 1 and item 4 – Allotments Improvements to existing water supply will now take place next year. The rat treatment – Covert manholes haven been installed and baited, contract has been signed and returned to Braintree District Council, treatment will now be ongoing in the future.

25/182 Car Park.

It was confirmed that currently funding is in place for £70,000.00, all funding to be in place before works can commence. A working group to be set up {Cllr R. Edwards, Cllr Strudwick, Cllr Waters and Matt Jarvis) to see how this project can be taken forward.

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

Item 2. Previous item 25/ 25/160 Item 2 To discuss and consider requesting that the Kings Head Pub takes down the overflow parking sign. It was agreed that the Clerk should send a letter requesting them to take the sign down. The Chairman has spoken to the landlady, and they are reluctant to take the sign down, which could cause parking issues, along the road etc. It was therefore reconsidered to allow the Kings Head Pub to continue to display the sign until the new car is completed when a contribution to use it will be required.

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

25/183 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](#)

Item deferred to be on the next agenda.

25/184 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 to be on the next agenda.

25/185 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 prior to the next meeting – item to be on the next agenda.

25/186 Gosfield Nature Reserve 5 Year Management Plan.

Previous minute no. 24/277, 25 /111, 25/139, 25/165 Meeting held with Westover Woodlands – To discuss and consider draft 5 year management plan.

Cllr R. Edwards and Cllr Strudwick to hold a meeting with Westover Woodlands to discuss – item to be on the next agenda.

25/187 Gosfield Nature Reserve.

Previous minute no. 25/166 Overhanging branches from nature reserve onto garage roof at 15 Edmund Green.

The garage at 15 Edmund Green is overhung by a species of Plum. The Parish Council had significant work done to this tree late in 2022, when a main stem was removed because branches were resting on the roof with the potential to cause damage. Small branches from this tree do still overhang the roof but are not in contact with it. It has been suggested that it would be premature for the Parish Council to do further work to this tree, though the owner may wish to, subject to giving notice to Braintree District Council under the Conservation Area Regulations.

An almost dead elder growing close by is in contact with the roof; whilst unlikely to cause damage, it will be removed shortly.

Page 4

Signed.....

Chairman of the Parish Council

Date: 20th October 2025

As ex-Cllr Willis is no longer a signatory, if Cllr Waters is not available to authorise future payments, then the Parish Clerk is able to (permission granted from the Parish Council). It was agreed that Cllr Colyer to be added as a future signatory.

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

The RFO reported that the Cambridge and Counties 95-day notice account is due to mature, it was agreed by the Parish Council to reinvest £20,000.00 for another year.

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

Item 2. It was confirmed and noted that the new NALC pay scales for 2025/26, and back pay was implemented in August.

25/181 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 – 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, no update received Chairman has already tried to contact him to no avail to contact County Cllr Siddall to chase up.

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 – Currently a review of the 2025-2026 LHP programme is underway. All LHP activities have been suspended, information about the 2025-2026 scheme delivery will be shared with the Chairs of each panel once the review is complete, this means that no new requests for work will be processed at this time. Cllr Siddall to update when he has more information.

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 – This work has been completed, thanks expressed to Cllr Siddall – to remove item from future agendas.

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

Item 10. Highways – Ref: 3991483 Potholes junction at Hall Drive – Cllr Siddall to chase up.

Item 11. Neighbourhood Plan – Still awaiting a reply regarding the sustainability report from BDC. Clerk to contact BDC for an update and to contact ex Cllr Willis to retrieve Parish Council documents relating to this.

Item 12. Skate Ramp previous minute 24/279 – Update It was confirmed that all funding is in place for the skate ramp. The installation area to be on the playing field near the existing zip wire – the football pitch to be re-marked out allowing and giving more space to obtain the required recommendations, however this is still not possible to achieve the required allowance

It has been recommended by RoSPA as follows: - Previous standards specified a minimum separation of 25 m. The current standards require separation via 'distance, landscaping, fencing and / or signage (to a limited degree)'. They would not 7 m to be sufficient separation. Ultimately, an onsite risk assessment will need to be completed evaluating the expected level of use and likelihood of issues.

Therefore, if we went ahead with construction, with the site layout we have now, ROSPA would inspect the skate ramp and give the equipment itself a pass but there would be an advisory in the report suggesting a solution is to be implemented post construction.

If fencing or other solution was then installed after the construction, this would then require photos sending to ROSPA showing the solution has been implemented for them to update the report.

It was discussed and Gosfield Parish Council decided to go ahead with the build and to look at fencing options once it is in place, it was proposed that the fencing used for the old skate ramp could be reused for three sides of the new skate ramp with a gate to be locked when football matches take place.

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

Works is scheduled to commence on Monday 22nd September 2025. Due to the specialized nature of the build one quote from **Four One Four Ltd** was received and discussed, two design options were considered. It was agreed to accept the quote for £55,000.00 and to accept option 1 which is 7.0m wide x 17.65m long (the largest option).

The main problem is bramble growth between the fence and the garage within the curtilage of No 15, and tangled up with the guttering of the garage. This is cut this back to the fence regularly to keep the footpath clear, but otherwise, this is the owners responsibility. Clerk to advise the resident accordingly.

25/188 Trees.

The following quote was discussed and approved.

Cut down dying Scotts Pine tree near car park £140.00

Reduce 2 Limes away from New Skate Ramp £180.00

Cut down dying Oak tree in play area £340.00 (to be looked at by Westover Woodlands and if agreed to be taken down).

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

25/189 Rowson Perpetual Fund.

Gosfield Parish Council agreed to making a request of £7,500.00 to the Rowson Perpetual Memorial fund for financial assistance for the skate ramp.

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

25/190 Poppy Wreaths.

It was confirmed that we do not require any poppy wreaths this year but will repurpose the existing ones and make a donation to the Royal British Legion.

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

25/191 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported that the beer festival was well attended, but the public toilets were locked at 4pm when the community shop closed, porta toilets were available but no water on site, Chairman and Clerk confirmed that the *toilets were locked for fear of the condition that they would left in and the cost implications to the cleaner as it had* been expected that there would be a very large number of attendees (they should not be left unlocked late at night) as sufficient provision was provided.

25/192 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.

Sign stating no Camping or overnight parking at the Nature Reserve.

25/193 Date of Next Meeting.

Parish Council Meeting 20th October (7.15pm).

Meeting closed at 8.35pm.

Gosfield Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
92 Subscriptions	16/09/2025		Barclays Current Acc	65	Bronze award registration fee	NALC	S	50.00	10.00	60.00
93 Telephone & Broadband	16/09/2025		Barclays Current Acc	66	Clerk's expenses	Jacob Mrs D	X	7.92		7.92
93 Stationery & Office Supplies	16/09/2025		Barclays Current Acc	66	Clerk's expenses	Jacob Mrs D	X	11.13		11.13
93 Telephone & Broadband	16/09/2025		Barclays Current Acc	66	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
93 Car Mileage Allowance	16/09/2025		Barclays Current Acc	66	Clerk's expenses	Jacob Mrs D	X	32.40		32.40
94 Pavillion Water	16/09/2025		Barclays Current Acc	67	Pavillion water	Anglian Water Business (W	Z	129.48		129.48
95 Insurance	16/09/2025		Barclays Current Acc	68	Insurance	CAS Ltd	X	2,072.48		2,072.48
96 Water Costs	16/09/2025		Barclays Current Acc	69	Allotment water	Anglian Water Business (W	Z	190.02		190.02
97 GNR General maintenance	16/09/2025		Barclays Current Acc	70	GNR tree work	Westover Woodlands	Z	442.50		442.50
98 GNR General maintenance	16/09/2025		Barclays Current Acc	70	GNR work	Westover Woodlands	Z	20.00		20.00
99 Village General Maintenance	16/09/2025		Barclays Current Acc	71	Handyman	Jarvis M	Z	150.00		150.00
99 Village General Maintenance	16/09/2025		Barclays Current Acc	71	Handyman	Jarvis M	Z	12.50		12.50
99 Skate Ramp Project	16/09/2025		Barclays Current Acc	71	Handyman	Jarvis M	Z	25.00		25.00
99 Play Equipment Repairs	16/09/2025		Barclays Current Acc	71	Handyman	Jarvis M	Z	12.50		12.50
Total								3,162.27	10.00	3,172.27

Prepared by:

Date:

Approved by:

Date:

Approved by:

Date:

Name and Role

Name and Role