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

Four members of the public.

26/189 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies received and accepted from Cllr Croft (due to family commitment), Cllr Colyer (due to personal commitment), Cllr Muir (due to family commitment), Cllr Pawsey (due to illness) and District Cllr Schwier (due to work commitments).

26/190 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.

26/191 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.
A member of the public commented on Digi-Go bus service operated by Essex County Council as advertised on the Gosfield Parish Council website, details also to be sent to the Grapevine. A member of the public expressed his concerns and the time taken to repair the road near the war memorial – see item 26/196 item 6.

26/192 County and District Councillors to address the members if present.
County Councillor Isi Rocha and District Cllr Schwier not present.

26/193 Minutes.
Item 1. To confirm receipt of the draft minutes of the Parish Council meeting held on 17th August 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 17th August 2026 are a true and accurate record and signed by the Chairman.
Proposed by Cllr Waters, seconded by Cllr Hough all in favour resolution passed.

26/194 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.
The BDC website states that the case is closed – Clerk to enquire further details of the decision, item to be removed from future agendas.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 2. New applications.
Ref: 26/02012/HH
Description: Insertion of roof window to front elevation and window to side elevation.
Location: 14 The Lindens Gosfield Halstead Essex CO9 1GW
Objection
In a conservation area and not aesthetically pleasing.
Proposed by Cllr Strudwick, seconded by Cllr Waters, all in favour resolution passed.

Signed..... **Date: 19th October 2026**
Chairman of the Parish Council

Ref: 26/02013/HH
Description: Insertion of roof window to front elevation and window to side elevation.
Location: 21 The Lindens Gosfield Halstead Essex CO9 1GW
Objection
In a conservation area and not aesthetically pleasing.
Proposed by Cllr Strudwick, seconded by Cllr Hough, all in favour resolution passed.

Ref: 26/01978/FUL & 26/90072/HRA
Description: Retrospective change of use of agricultural buildings to 5no. holiday lets, communal facilities building with associated parking
and access.
Location: The Stable Yard at Iron Pear Tree Farm Braintree Road Gosfield Essex
No objection
Proposed by Cllr Waters, seconded by Cllr Strudwick, Cllr T. Edwards, Cllr R. Edwards and Cllr Hough abstained resolution passed.

Ref: 26/02117/HH
Description: Proposed single storey rear & side extensions.
Location: 21 Halstead Road Gosfield Essex CO9 1PG
No objection
Proposed by Cllr Strudwick, seconded by Cllr R. Edwards, all in favour resolution passed.

26/195 Financial Matters.
Item 1. The accounts for payment were approved, please refer to separate page as below.
Proposed by Cllr Hough seconded by Cllr Waters, all in favour resolution passed.
Item 2. The insurance quotation was approved at a cost of £2,126.41.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 3. It was discussed and confirmed that an account has been opened for Gosfield Parish Council with St Anne Haulage, with Matt Jarvis, Cllr T. Edwards (Chairman) and Diane Jacob (Parish Clerk) as authorised users.
Proposed by Cllr R. Edwards, seconded by Cllr Waters, all in favour resolution passed.
Item 4. "Cambridge and Counties Bank – maturity of one year bond and resolution to reinvest £20,000 plus a further £5,000 from our funds into a one-year fixed rate bond a 4.6%
Proposed by Cllr R. Edwards, seconded by Cllr Strudwick, all in favour resolution passed.
Item 5. It was discussed and confirmed receipt of the clean external audit report for financial year end 31st March 2026, published on website and noticeboard. Thanks expressed to Cllr R. Edwards (RFO).
Proposed by Cllr Hough, seconded by Cllr Waters, all in favour resolution passed.

26/196 Matters Arising from previous minutes.
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 The Street. What three words hypocrite mainly stiff No update ongoing.
Item 3. Highways Noisy manhole surface cover also reported on 4/6/2026 ref 4044993 near Kings Head triangle. What three words skirting contents pictured No update ongoing.
Item 4. Highways – reported manhole covers protruding up from the pavement Outside Tye Beams, in The Street Ref: 4037957 No update by County Cllr. ongoing.
Item 5. Highways - previously reported ref: 3602795 Blocked gully Halstead Road. No update by County Cllr. ongoing.
Item 6. Highway – road surface broken up near the war memorial reported **9/3/2026** ref: 4028882 no update by County Cllr. To decide what further actions are required to ensure the Remembrance Sunday event can go ahead. The event will go ahead but if Cllr Rocha cannot confirm by next Monday, 28th September that the works will definitely be completed by Friday, 6th November at the latest, then the Parish Council agreed to contact the Halstead Gazette, together with photograph.
Proposed by Cllr R. Edwards, seconded by Cllr Hough all in favour resolution passed.

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Item 7. Highways ref 4039670 reported 12/5/2026 Overhanging trees/hedges/brambles. Busy Main Braintree Road opposite Tye Beams. No update by County Cllr ongoing.
Difficult for pedestrians to use the pavement in this area also danger for vehicles pulling out of the Lindens junction - visibility issues. No update by County Cllr ongoing.
Item 8. Highways ref 402774 – Kerb defects, Meadway no update by County Cllr. ongoing.
Item 9. Highways ref; 3744479 and 6000667 Kerb defects, Braintree road no update by County Cllr. ongoing.
Item 10. *Neighbourhood Plan - Information is on our website and the public consultation is open until 5pm on* Wednesday 30th September, ongoing.
Item 11. Previous minute Nos. 24/251, 24/270, 25/012, 25/030 26,052 Street Lights. No update.
Item 12. Previous minute no. 26/057 Access to The Lindens from The Limes – No update.
Item 13. Previous minute no. 26/058 Registering the Kings Head Pub as a community asset- No update.
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.
Item 15. Previous minute number 26/106 Item 2 Gosfield Nature Reserve – Access Gate from Halstead Road entrance – ongoing.
Item 16. Gosfield United Football Club – previous minute number 26/171 – No update relating to mobile bar, signage and lockers.
Item 17. Bronze Quality award – previous minute number 26/175 – update, results and panel feedback will be given by Friday 11th December. Ongoing.
Item 18. Previous minute number 26/181 The Lodge Plantation Cllr R. Edwards held a meeting with the solicitor and walked around the area of land to check the boundary areas, signatories on the documents will be the Chairman, Vice-Chairman and Parish Clerk. Proposed by Cllr R. Edwards, seconded by Cllr Strudwick all in favour.
Item 19. Previous minute number 26/184. The Maurice Rowson Hall. To discuss and consider Land registry, request withdrawn. To remove from future agendas. Proposed by Cllr T. Edwards, seconded by Cllr Waters all in favour.

26/197 Playing Field Drainage Works.
Update of playing field following drainage works – All works have been completed the extreme weather conditions have contributed to further works being required to meet the FA's correct standards for the two pitches. Topsoil over it, aeration and fertiliser etc ongoing it was agreed to adopt the report and request that available S106 moneys be used for these reinstatement works rather than a trim trail at the top of Meadway. Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.

26/198 Gosfield Nature Reserve.
Item 1 – Report from Westover Woodlands on which properties have made an access into the GNR from their garden. To send a letter to the residents who have access gates, compost bins etc requesting that the gates are blocked and the bins removed and area clear and tidy.
Proposed Cllr. T. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 2 – To discuss and consider signage relating to no overnight parking or camping, when the gate has been installed to also install a sign on the gate "no overnight camping or parking"
Proposed by Cllr. T. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 3 – to confirm projects to produce map and signage throughout the GNR and to seek funding. Westover Woodlands to suggest suitable signage.
Item 4 – to confirm project to install swims on East and West Ponds and to obtain funding for the project. Wesover Woodlands to design.
Item 3 and 4 above, projects to go ahead subject to obtaining funding.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 5 – to adopt the report from Tracy Clarke including noting several trees have already been felled by Westover Woodlands, work specifications have been prepared for trees to be removed by outside contractor's/3 quotes. To discuss with Westover Woodlands and to obtain quotes for works ready to be on the next agenda.

Signed.....
Chairman of the Parish Council
Date: 19th October 2026

26/199 Open Space land at the top of Meadway.
Update. 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.
Item 1. To consider accepting a payment from Abbey Homes in lieu of them completing required works to achieve the planning requirements of BDC. Still awaiting a response regarding the figure/amount once notified to call an extraordinary meeting to discuss. Chairman has spoken to BDC and it has been confirmed that the S106 funding money relating to the drainage project (26/197 above) for a trim trail could be added to the final figure as a trim trail in that area is not required.
Item 2. *The Parish Clerk, Chairman and Cllr T Strudwick were appointed to sign legal documents in relation to* the transfer of the above to the Parish Council.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 3. Once the Parish Council owns the land to consider erecting bollards at the top near new path. To be on the next agenda
Item 4. Once the Parish Council owns the land to consider erecting a sign stating, "Dogs must be kept under control at all times". To be on the next agenda.
Item 5. Once the Parish Council owns the land to consider granting permission for a resident to maintain the flower borders. To be on the next agenda.
Item 6. To discuss and consider a trim trail and advice received from Braintree District Council. Gosfield Parish Council agreed a trim trail was not required see item 26/197 as above.

26/200 Parish Cllr Training.
It was agreed that Cllr Muir could attend online training via the EALC in November.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour resolution passed.

26/201 Gosfield In Bloom.
To discuss and consider making a donation to Gosfield in Bloom. This item deferred to be on the next agenda.

26/202 Poppy Wreaths.
It was confirmed that Gosfield Parish Council 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.

26/203 Car park.
Item 1– Daffodil bulb planting in the car park, around the yew tree in the newly constructed planter.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.
Item 2 – It was agreed to send a letter to the contractor with regards to cracks in the concrete and agree remedial works to be carried out.
Proposed by Cllr R. Edwards, seconded by Cllr Hough all in favour resolution passed.

26/204 Storage sheds on the Playing Field, previously used by Gosfield Scout Group.
It was agreed that the Playing field Management Committee should decide on their use – free of charge to local organisations.
Proposed by Cllr R. Edwards, seconded by Cllr Hough, all in favour resolution passed.

26/205 Kings Head.
It was agreed that the advertising overflow car park sign at the Kings Head should be taken down. Chairman to discuss with the Kings Head.
Proposed by Cllr T. Edwards, seconded by Cllr Hough all in favour resolution passed.

26/206 Braintree District Council Local Plan.
To discuss and consider papers if received relating the Local Plan and any implications. No papers received from BDC at present.

Signed..... **Date: 19th October 2026**
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26/207 Allotments.
Update by Cllr R. Edwards and Cllr Strudwick regarding the meeting held with allotment holders, no one is currently on the waiting list, to continue to advertise in the Grapevine, on the noticeboard and website.
Item 1. It was agreed to split plot 4 into two plots 4a and 4b, cutting down vegetation and covering as it is very overgrown, black plastic covering to be repurposed from plot 6 with tyres to hold it in place.
Proposed by Cllr T. Edwards seconded by Cllr Hough all in favour resolution passed.
Item 2. It was agreed that plot 2b could be rented out to the Parish Clerk.
Proposed Cllr Hough, seconded by Cllr T. Edwards all in favour resolution passed.

26/208 Braintree District Council - Community Tree Planting Grant Funding.
Application deadline date 11th October.
Grant applications are invited in three categories:
Small grant Application 0-£1,000
Medium Grant Application £1001-£5000
Larger Grant Application £5,001 - £15,000
The Parish Council will need to demonstrate via the application process how you intend to tend the trees in the first 2 years post planting.
Applicants can also include complimentary bulb planting schemes of up to 10% of the total grant value allowing for under tree carpet bulb planting of native species such as narcissus (daffodils), Hyacinthoides (Bluebells), Galanthus (Snowdrops), Crocus etc.
Gosfield Parish Council confirmed that fruit trees are required for the community allotment plot 6, (water is available on site for allotment holders to use to water them), new trees also required for the new community open space land at the top of Meadway, (local residents to water any newly installed trees). Bulbs also required for areas of the car park etc, Parish Clerk to submit an application for a medium grant.
Proposed by Cllr T. Edwards, seconded by Cllr Hough, all in favour all resolution passed.

26/209 Essex Local Nature Recovery Strategy.
To discuss and consider if Gosfield Parish Council would like to be involved in the Essex Local Nature Recovery Strategy and who will be attending the presentation webinars at the end of October. Webinar on Monday 19th October at 7pm to provide more details about this initiative and to answer any questions. This will be repeated on Thursday 22nd October at 2pm.
Cllr R. Edwards would like to attend the webinar or Thursday 22nd October at 2pm to obtain further information.

26/210 To receive reports from outside bodies, training courses, village representative, and Parish Council working groups.
Cllr Strudwick gave a brief update on the Asylum Centre at Wethersfield.

26/211 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.
Gosfield Nature Reserve – to ascertain what the residents would like the nature reserve to be eg an amenity for the village or a nature reserve.
Voluntary parking meter in the car park.

26/212 Date of Next Meeting.
Parish Council Meeting Monday 19th October 2026 at 7.15pm

Meeting Closed at 8.57pm

Signed..... **Date: 19th October 2026**
Chairman of the Parish Council

Gosfield Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

21 September 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
92	Playing Field Car Park	21/08/2026		Barclays Current Acc	68	Fixings for tree sleepers	Screwfix	S	41.30	8.27	49.57
93	Playing Field Car Park	21/08/2026		Barclays Current Acc	69	Sleepers	Suregreen Ltd	S	166.76	33.35	200.11
94	Playing Field Car Park	24/08/2026		Barclays Current Acc	72	Reflectors	SafetySupply Online	S	22.00	4.40	26.40
95	Pavilion Water	23/09/2026		Barclays Current Acc	70	Pavilion water	Anglian Water Business (W	Z	245.00		245.00
96	GNR Contractor	22/09/2026		Barclays Current Acc	71	GNR work	Westover Woodlands	Z	395.00		395.00
97	Playing Field Car Park	11/09/2026		Barclays Current Acc	73	Planters	Amberol Ltd	S	1,333.10	266.62	1,599.72
98	Playing Field Car Park	21/09/2026		Barclays Current Acc	74	Yellow line markings, speed rai	D Line Markings Ltd	S	968.62	193.73	1,162.35
99	Playing Field Car Park	13/09/2026		Barclays Current Acc	75	Reflectors	SafetySupply Online	S	10.75	2.15	12.90
100	External Auditor	21/09/2026		Barclays Current Acc	76	External audit fee	PKF Littlejohn LLP	S	420.00	84.00	504.00
101	Section 137 Payments	21/09/2026		Barclays Current Acc	77	Poppy wreaths	Halstead & District Branch	X	69.00		69.00
102	Stationery & Office Supplies	21/09/2026		Barclays Current Acc	78	Clerk's expenses	Jacob Mrs D	Z	16.01		16.01
102	Telephone & Broadband	21/09/2026		Barclays Current Acc	78	Clerk's expenses	Jacob Mrs D	Z	8.55		8.55
102	Telephone & Broadband	21/09/2026		Barclays Current Acc	78	Clerk's expenses	Jacob Mrs D	Z	6.34		6.34
102	Car Mileage Allowance	21/09/2026		Barclays Current Acc	78	Clerk's expenses	Jacob Mrs D	Z	17.05		17.05
103	Water Costs	29/09/2026		Barclays Current Acc	79	Allotment water	Anglian Water Business (W	Z	278.84		278.84
104	Hedgecutting & General Mainte	21/09/2026		Barclays Current Acc	80	Fitting water tank	Jarvis M	Z	550.00		550.00
105	Pavilion & Playing Field Genera	04/09/2026		Barclays Current Acc	81	Topsoil	St Annes Haulage	S	78.66	15.74	94.40
106	Pavilion Electricity	22/09/2026		Barclays Current Acc	82	Pavilion electricity	E-ON UK plc	X	361.21		361.21
106	Pavilion Electricity	22/09/2026		Barclays Current Acc	82	Pavilion electricity	E-ON UK plc	L	28.74	1.43	30.17
107	Pavilion & Playing Field Genera	22/09/2026		Barclays Current Acc	83	Topsoil	St Annes Haulage	S	435.00	87.00	522.00
108	Toilet Sundries	22/09/2026		Barclays Current Acc	84	Toilet products	Tesco Stores Ltd	S	35.07	7.02	42.09
109	GNR General maintenance	22/09/2026		Barclays Current Acc	85	GNR tree survey	Tracy Clarke Tree Consulta	S	1,140.00	228.00	1,368.00
110	Playing Field Car Park	22/09/2026		Barclays Current Acc	86	Post and rail fencing	Jarvis M	Z	2,680.20		2,680.20
111	Playing Field Car Park	22/09/2026		Barclays Current Acc	87	Fix drop post	Jarvis M	Z	50.00		50.00
112	Playing Field Car Park	22/09/2026		Barclays Current Acc	87	Paint concrete posts	Jarvis M	Z	112.50		112.50
113	Playing Field Car Park	22/09/2026		Barclays Current Acc	87	Erect sleepers around yew tree	Jarvis M	Z	100.00		100.00
114	Playing Field Car Park	22/09/2026		Barclays Current Acc	87	Fix reflectors on posts	Jarvis M	Z	37.50		37.50
115	Playing Field Car Park	22/09/2026		Barclays Current Acc	87	Paint for concrete posts	Jarvis M	Z	20.00		20.00
116	Hedgecutting & General Mainte	22/09/2026		Barclays Current Acc	87	Repair notice board	Jarvis M	Z	50.00		50.00
117	Hedgecutting & General Mainte	22/09/2026		Barclays Current Acc	87	Wood to repair notice board	Jarvis M	Z	7.50		7.50
118	Village General Maintenance	22/09/2026		Barclays Current Acc	87	Clear haha ditch	Jarvis M	Z	75.00		75.00
119	Pavilion & Playing Field Genera	22/09/2026		Barclays Current Acc	87	Remove branch and dispose	Jarvis M	Z	12.50		12.50
120	Pavilion & Playing Field Genera	22/09/2026		Barclays Current Acc	88	Topsoil to drainage trenches	Jarvis M	Z	904.90		904.90

Created by Scribe

Gosfield Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
								Total	10,677.10	931.71	11,608.81

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role