



BRADFIELD PARISH COUNCIL

Bradfield Village Hall, The Street, Bradfield, Essex, CO11 2UU. Tel: 07851 760264
Email: clerk@bradfieldparishcouncil.org.uk

Minutes of the Full Council Meeting held in St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 3rd March 2026 at 7.30pm.

Present:	Councillors Coley, Cunningham, Knights, Osbourne, Points, Scott and Weal.
In the Chair:	Cllr Burton (Chairman)
Clerk:	Mrs Marie Snell
Also present:	4 members of public 0 member of the press

197/25 Apologies for Absence

Members **RESOLVED** to accept Cllr Webb's apology for absence.

198/25 Members' Declaration of Interests

None

199/25 Minutes

Members received the Minutes of the Parish Council meetings held on the 3rd February 2026 and **RESOLVED** to approve as a correct record, signed by the Chairman.

200/25 Public Open Forum (Maximum 15 minutes)

A resident wished to object to the TDC Local Plan and wished for the parish council to oppose this plan. Cllr Coley offered that the parish council will be discussing this matter during the meeting and offered assurance.

The resident also mentioned the pot holes within the village and particularly one near Dairyhouse Lane. Cllr Burton offered they have been reported and advised of the reporting process. Another resident raised concerns regarding the Local Plan and queried infrastructure and the capacity of the village and proposed builds. Cllr Coley agreed that the proposed development at Horsley Cross must provide appropriate infrastructure. A final resident offered his recent issues with sewerage following the recent heavy rain and that the local MP had offered a follow up meeting, and asked for a network map from Anglia Water, and queried if this could be chased for if the system failed again.

201/25 Town Planning Applications as per Schedule Issued by Tendring District Council

To consider the below schedule of applications:

26/00168/FULHH Myrtle Cottage The Street Bradfield	Householder Planning Application - Reinstatement like for like of fire damaged dwelling, using matching materials to restore to pre-incident condition.	No Comment
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202/25 District and County Councillor reports

Members acknowledged that the March report from Essex County Councillor, Cllr Guglielmi (*previously circulated*). Members received no update from Tendring District Councillor, Cllr Ferguson.

203/25 Clerk's Report

Members noted the Clerk's March Report (*previously circulated*).

204/25 Bradfield Village Hall Communications

Members acknowledged no report from BVH had been received.

205/Working Group Reports

Members received updates from the following working group:

- a. Highways Scheme Working Group – Explorations of next steps are ongoing with ECC, clerk has followed up and is awaiting response to report to members for costings and timeframe.
- b. Cemetery Land working group – Contractors have provided quotations of works, to be discussed. Cllr Coley asked for the quotation chosen be submitted to the Finance Committee for budget setting.
- c. War Memorial Working Group – An update provided by Cllr Osbourne and John Barrow who are awaiting response from the DAC, hoping to meet in April and will report back to the council accordingly.

206/25 Amenities

- Members received update and noted no additional maintenance has been carried out.
- Members agreed no additional works to be carried out, the clerk advised the village gates are to be cleaned and the cemetery fence painting will take place in the spring.
- Members discussed three quotations for the landscaping works at Bradfield Cemetery. Members **RESOLVED** to agree to proceed with ACG Fencing, at cost of £2031 for fencing and field gate supply and installation. To be expended from the Projects Ear Marked Reserves Budget.
- Members discussed the Annual Play Inspection Report (Sovereign) and the necessary works. Clerk to explore options for costings.
- Members discussed public rights of way access check, and to view the numbered pathways within the village, to report back and carry out necessary works and reporting to Essex County Council. Cllr Coley offered the need for scheduling works and the potential for reporting footpaths, to be actioned in the more seasonal weather.

207/25 Finance

- Members received the financial report and **RESOLVED** to approve accounts for payment as per the schedule (*previously circulated*).
- Members **RESOLVED** to approve payment of invoices received in accordance with the 2025/2026 budget (*previously circulated*).
- Members noted emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4:
 - Local Plan leaflet printing - £60.00 (no VAT to be added). Cllr Burton thanked Cllr Cunningham and volunteers for distributing throughout the village.
- Bank Signatories – In addition to Cllrs Burton and Scott, Members **RESOLVED** to replace Cllr Osbourne with Cllr Weal as a bank signatory.
- Members received verbal report from Cllr Cunningham following independent review of the accounts that all is in correct, organised order.
- Members **RESOLVED** to agree additional Finance Committee meeting date. Clerk to arrange.

208/25 Council Policies

Members **RESOLVED** to adopt the following policies:

- Data Protection Roadmap
 - Data Protection Audit 2026
- Cllr Coley thanked the clerk for all her efforts on these policies which have been a huge amount of work.

209/25 Tendring District Council Local Plan

Members **RESOLVED** to submit the response to TDC as part of the Public Consultation. The wording of which also be published on the council's website for public viewing. Cllr Burton thanked Cllr Coley for all his work on this matter. Cllr Cunningham felt that following leaflet distribution members of the village were concerned.

210/25 Items from councillors to be added to the next agenda

- Cllr Osbourne – Replacement of local bulbs in open spaces

211/25 Date of Next Meeting

The next meeting of the council to be held on **Tuesday 7th April 2026 at 7.30pm at St Lawrence Church, The Street, Bradfield, CO11 2US.**

The Chairman closed the meeting at 8.00pm

Signed

Dated