



BRADFIELD PARISH COUNCIL

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Minutes of the Bradfield Parish Council Meeting held in St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 2nd June 2026 at 7:30 pm.

Present:	Councillors Cunningham, Knights, Osbourne, Points, Scott, Weal and Webb.
In the Chair:	Cllr Burton (Chairman)
Clerk:	Mrs Marie Snell
Also present:	3 members of the public, 0 members of the press Cllr Murray – Essex County Council (ECC) Representative

23/26 Apologies for Absence

None

24/26 Members' Declaration of Interests

None

25/26 Minutes

Members **RESOLVED** that the Minutes and the Confidential Minutes of the Parish Council meeting held on the 6th May 2026 were approved as a correct record and signed by the Chairman.

26/26 Public Participation

Cllr Pat Murray (Essex County Council Representative) introduced himself and as Chairman of Safer Neighbourhood, he offered signage for residents to use in the work to safeguard residents. Associations have been begun with a local house safety organisation, and leaflets were given to members of the meeting.

27/26 Councillor Resignation

Members received councillor resignation with effect from 23rd May 2026 from Cllr Coley and noted with sincere regret.

28/26 Election of Vice-Chairman

Members **RESOLVED** to elect Cllr Osbourne to operate as Vice-Chairman of Bradfield Parish Council for the remainder of the 2026-2027 municipal year.

29/26 Town Planning Applications as per Schedule Issued by Tendring District Council

Members considered the below schedule of applications:

26/00547/FULHH 1 Dunning Close Bradfield	Householder Planning Application - Access ramp to front of property.	No comment
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30/26 District and County Councillor reports

Members received a verbal report from Cllr Murray, who advised that following the recent AGM at County Hall, he had been elected Vice-Chairman. He reported that children's library book fees had been abolished and outlined the Council's approach to balancing carbon

reduction targets with wider financial considerations, while ensuring developers remain able to deliver building projects.

Cllr Murray also advised that changes to pothole repair procedures would enable emergency repairs to be carried out more quickly. Residents were encouraged to report potholes through Essex Highways and inform him directly so that he could assist in progressing repairs.

He noted the County Council Leader's strong commitment to improving services for residents and reported that foster care arrangements had been approved, helping more children access foster placements. He also confirmed that the Union Flag and St George's Flag would be flown on all Council buildings, with the Armed Forces Flag flown on Armed Forces Day.

Cllr Murray highlighted the significant work underway across the Council to deliver its commitments to residents, briefly outlined his local government background, and thanked the meeting for its time.

Cllr Burton, in her role as TDALC representative, asked about the status of the Highways Panel, which currently appeared inactive. Cllr Murray responded that there were hopes it would be reinstated.

31/26 Clerk's Report

Members noted the clerk's report.

32/26 Chairman's Report

Members received the Chairman's report, who confirmed that her attendance at recent the Tendring District Association of Local Councils (TDALC) Annual General Meeting, held via Zoom on 27 May 2026. The meeting included the election of officers and representatives for the 2026/27 municipal year, with Frank Belgrave re-elected as Chairman.

Members received updates on several local matters. Discussions included police response times to 999 calls, ongoing litter clearance works along the A120, and the Government's approval at the current stage of the North Falls offshore wind farm and associated pylon infrastructure. Updates were also provided on Essex Highways, the current absence of a Highways Panel, changes within the Essex Association of Local Councils (EALC) membership, and the ongoing Local Government Review. It was noted that Essex County Council's new Leader, Peter Harris, has been invited to attend a future TDALC meeting. Reference the 999 calls, questions were raised regarding prioritising and it was reported that 999 calls are still triaged and prioritised accordingly.

33/26 Working Group Reports

Members received updates from the following working groups:

- a. **War Memorial Working Group** – Cllr Osbourne and John Barrow explained permission has been granted for the works to commence on the War Memorial, clerk to obtain quotations to present at next meeting together with full specification of works.
- b. **Public Rights of Way** – The clerk offered that she has contacted EH as to why there is no signage at the cross roads within Bradfield regarding The Essex Way. Cllr Murray asked the clerk to email him regarding details and he can rectify.

34/26 Amenities

- Members received update noting any maintenance carried out, the following are on the list to be completed:
 - Dog Waste Bin Repair – Dairy House Lane
 - Clean of Jubilee Bench
 - Bus shelter weeding

- Members agreed additional work to be carried out by reputable local contractor consisting of bus stop at Village Maid and planting of bulbs in planters at Cansey Lane to be planted by resident.
- Members received information by the clerk regarding quotations for the replacement of the 'hip hop' which will be considerable. Clerk to investigate further quotations and agree costing at next meeting.

35/26 Finance

- Members received the monthly finance reports including budget update and monthly bank reconciliation figures (*previously circulated*).
- Members **RESOLVED** to approve payment of invoices received in accordance with the 2026/2027 budget.
- Members noted no emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4.
- Members received and **RESOLVED** to accept the 2025-2026 Internal Auditor Report who confirmed all was in excellent order together with the processes operated being excellent. The IA referenced it is clear that it has been a difficult year for the council as sole trustee of the Bradfield Allotments and Recreation Ground Charity and congratulated the council and clerk on setting clear principles of separation regarding the roles of the council as sole trustee, Much thanks were given to the clerk for her excellent hard work.

36/26 Council Insurance

- Members **RESOLVED** to agree the removal of Bradfield Village Hall from the council's insurance policy for Bradfield Village Hall Committee to insure the building and contents as requested by them.
- Members **RESOLVED** to renew the Council's Insurance Policy through Clear Councils, insurance provider Ecclesiastical, at cost of £2050.35.

37/26 Annual Governance and Accountability Return (AGAR) 2025-2026 – Annual Governance Statement

Members discussed the assertions in Section 1 of the 2025-26 AGAR and the requirements needed to provide a 'yes' response. **RESOLVED:** to approve the Annual Governance Statement at Section 1 for 2025-26.

38/26 Annual Governance and Accountability Return (AGAR) 2025-2026 – Accounting Statements

Members reviewed the final accounts for the year ended 31st March 2026 in conjunction with the Accounting Statements in Section 2 of the AGAR. Members **RESOLVED** to approve the accounts for year ending March 2025 and to approve the Accounting Statements in Section 2 of the AGAR. Members **FURTHER RESOLVED** to set the dates for the Exercise of Public Rights as 4th June to 15th July 2026.

39/26 Scheme of Delegation

Members **RESOLVED** to adopt council's Scheme of Delegation policy.

40/26 Grant Application

Members consider grant application on behalf of Tendring District Scouts and **RESOLVED** to award grant of £250 to support Tendring International Expeditions 2027.

41/26 Items from councillors to be added to the next agenda

None

42/26 Date of Next Meeting

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

43/26 Exclusion of public and press

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to Meetings) Act 1960 members **RESOLVED** to close the meeting to the press and public for the transaction of the under-mentioned business:

- **Clerk's Hours**

The Chairman closed the public meeting at 8.10pm

Signed

Dated