



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Marie Snell

Bradfield Village Hall, The Street, Bradfield, Essex, CO11 2UU. Tel: 07851 760264

Email: clerk@bradfieldparishcouncil.org.uk

Members of the Council are hereby summoned to attend the Parish Council Meeting

to be held at Church Room, St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 2nd June 2026 at 7:30 pm.

Agenda

1. Apologies for Absence

To receive and approve any apologies for absence

2. Members' Declaration of Interests

To receive members' declaration of interests regarding items that appear on the agenda

3. Minutes

To receive the Minutes of the Parish Council meeting held on the 5th May 2026, to be approved as a correct record and signed by the Chairman.

4. Public Open Forum (Maximum 15 minutes)

Questions pursuant to Standing Order 3.

5. Councillor Resignation

To receive councillor resignation with effect from 23rd May 2026

6. Election of Vice-Chairman

To elect a councillor to operate as Vice-Chairman of Bradfield Parish Council for the 2026-2027 municipal year.

7. Town Planning Applications as per Schedule Issued by Tendring District Council

To consider the below schedule of applications:

26/00547/FULHH	Householder Planning Application - Access ramp to front of property.	1 Dunning Close Bradfield
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8. District and County Councillor reports

To note reports from Cllrs Murray and Ferguson.

9. Clerk's Report

To receive the Clerk's Report for information.

10. Chairman's Report

To receive the Chairman's Report for information.

11. Working Group Reports

To receive updates from the following working groups:

- War Memorial working group
- Public Rights of Way

12. Amenities

- To receive update noting any maintenance carried out.
- To agree any necessary works to be carried out by reputable local contractor.
- To receive quotations for the replacement of the 'hip hop' and agree to fund costings.

13. Finance

- To receive the financial report and to approve accounts for payment as per the schedule (*previously circulated*).
- To approve payment of invoices received in accordance with the 2026/2027 budget.
- To note the emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4.
- To note the completion of the 2025/26 Annual Internal Audit and agree the implementation of any associated action plan.
- To receive and approve year end finance reports as reviewed by the Internal Auditor.

14. Council Insurance

- 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.
- To renew the Council's Insurance Policy through Clear Councils, insurance provider Ecclesiastical, at cost of £2050.35.

15. Annual Governance and Accountability Return (AGAR) 2025-2026 – Annual Governance Statement

To approve the Annual Governance Statement in section 1 of the Annual Governance and Accountability Return (AGAR) for the financial year 2025-2026.

16. Annual Governance and Accountability Return (AGAR) 2025-2026 – Accounting Statements

To consider and approve the Accounting Statements in section 2 of the Annual Governance and Accountability Return (AGAR) for the financial year 2025-2026 and to set the dates for the Exercise of Public Rights.

17. Scheme of Delegation

To review council's Scheme of Delegation policy.

18. Grant Application

To consider grant application on behalf of Tendring District Scouts.

Organisation	Purpose of Grant	Requested Grant
Tendring District Scouts	To support Tendring International Expeditions 2027	£250

19. Items from councillors to be added to the next agenda

20. Date of Next Meeting

The next meeting of the council to be held on **Tuesday 1st July 2025 at 7.30pm at St Lawrence Church, The Street, Bradfield, CO11 2US**

21. Exclusion of public and press

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to 4 Meetings) Act 1960 the meeting was closed to the press and public for the transaction of the under-mentioned business:

- Clerk's hours



Mrs Marie Snell
Clerk to the Council

26th May 2026