



# 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](mailto:clerk@bradfieldparishcouncil.org.uk)

**Members of the Council are hereby summoned to attend the Parish Council Meeting to be held at St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 3<sup>rd</sup> February 2026 at 7:30 pm**

**Please note that meetings may be recorded for minute taking purposes.**

**Parish Council Minutes are a record of decisions made by the council, and are not a verbatim account of discussions held.**

## 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 (*circulated separately*) of the Parish Council meeting held on the 6<sup>th</sup> January 2026, to be approved as correct records and signed by the Chairman.

### **4. Public Open Forum (Maximum 15 minutes)**

Questions pursuant to Standing Order 3.

### **5. Town Planning**

To consider the below schedule of applications as per the schedule issued by Tendring District Council:

<a href="#">26/00033/COUNOT</a>	Prior Approval Application under Part 3, Class T of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for Change of use of Jacques Hall from class C2 (a residential school) to F1a (Provision of Education) to enable the operation of a new Independent SEMH (Social, Emotional and mental Health) Primary Day School called The Haefen.	Jacques Hall School Harwich Road Bradfield
<a href="#">26/00054/LUPROP</a>	Application for Lawful Development Certificate for Proposed Use or Development for use of the land for siting a mobile home for use ancillary to the main dwelling.	Thatched Cottage Wix Road Bradfield
<a href="#">26/00058/VOC</a>	Application under Section 73 of the Town and Country Planning Act for Variation of Conditions 2 (Approved drawings) of application 22/01603/FUL to vary approved drawing number for layouts and elevations.	Meadowcroft Steam Mill Road Bradfield

### **6. District and County Councillor reports**

To note reports from Cllrs Guglielmi and Ferguson.

### **7. Clerk's Report**

To note the Clerk's Report.

### **8. Bradfield Village Hall Communications**

To receive report from Bradfield Village Hall.

## **9. Working Group Reports**

To receive updates from the following working group:

- a. Highways Scheme working Group
- b. Cemetery Land working group
- c. Council Policies Working Group
- d. War Memorial Working Group

## **10. Council Policies**

Following update from the Council Policies Working Group, to review and agree the following policies with associated amendments:

- CCTV Data Privacy Impact Assessment and Risk Assessment
- CCTV Policy and Procedures
- Village Hall and Recreation Ground Policy
- Recreation Ground and Car Park Policy

## **11. Amenities**

- To receive update noting any maintenance carried out
  - Zip Wire repair
  - Dog waste bin (The Street)
  - Bus Stops clean
- To agree any necessary works to be carried out by reputable contractor
- To agree commitment to Cemetery land project
- To agree date of the next litter pick
- To discuss public rights of way access check

## **12. Finance**

- To receive the financial report and to approve accounts for payment as per the schedule (*circulated separately*).
- To approve payment of invoices received in accordance with the 2025/2026 budget.
- To note the emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4.
  - Zip Wire repair - Playquip at cost of £225 +VAT

## **13. Working from Home – Risk Assessment**

To review the Working from Home Risk Assessment.

## **14. Tendring District Council Local Plan**

To agree a date to consider proposal for local plan prior to meeting with Gary Guiver on Wednesday 18<sup>th</sup> February 2026.

## **15. Items for Next Agenda**

## **16. Date of Next Meeting**

The next meeting of the council to be held on **Tuesday 3<sup>rd</sup> March 2026 at 7.30pm at St Lawrence Church Room, The Street, Bradfield, CO11 2US.**



**Mrs Marie Snell**  
**Clerk to the Council**

**27<sup>th</sup> January 2026**