



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Marie Snell

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

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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 3rd 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 6th 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:

26/00033/COUNOT	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
26/00054/LUPROP	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
26/00058/VOC	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 18th February 2026.

15. Items for Next Agenda

16. Date of Next Meeting

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



Mrs Marie Snell
Clerk to the Council

27th January 2026