



# BRADFIELD PARISH COUNCIL

*Clerk to the Council: Mrs Line Djuve-Wood*

44 Lawford Place, Lawford, Essex, CO11 2PT, Tel: 07851 760264

E-mail: [clerk@bradfieldparishcouncil.org.uk](mailto:clerk@bradfieldparishcouncil.org.uk)

## Minutes of the Full Parish Council Meeting held virtually via Microsoft Teams on Tuesday 5th January 2021 at 7.30 p.m.

<b>Present:</b>	Cllr. K. Wynn (Chairman)	Cllr. K. Burton (Vice Chairman)
	Cllr. A Coley	Cllr. R. Scott
	Cllr. S. Gunter	Cllr. R. Mitcham
	Cllr. A. Mackrill	Cllr. V. Osborne
<b>In Attendance:</b>	3 members of the public	Mrs. L. Djuve-Wood (Clerk)

There is currently one vacant seat on the Parish Council.

### 115/20 Apologies for Absence

There were no apologies for absence.

### 116/20 Declarations of Interest

Cllr. Wynn declared a non-pecuniary interest in agenda item 11a) "To consider planning application 20/01676/FUL, Change of use from agricultural land to 120 pitch camp site between 1st April to 1st October, Land West of Shore Lane, Bradfield, Essex, CO11 2UP" as she is personal friends with the applicants.

### 117/20 Minutes of the Previous Meeting

**RESOLVED** that the minutes of the Extraordinary Council meeting held on the 22nd December 2020 be approved as a correct record and signed by the Chairman.

### 118/20 Public Participation

Mr. Ed Rose, owner of Crumb & Brew attended the meeting in relation to agenda item 8 "To consider request from Crumb & Brew to trade outside the village hall." He apologised for not having requested permission from the parish council when trading outside the village hall on the 15th December 2020, as he was not aware that the parish council owned the land. He would like to park outside the village hall for a few hours once a week to serve coffee and handmade bakes to the Bradfield community. Cllr. Coley expressed his concern over trading during the current lockdown, social distancing and the prospect of residents from outside the village travelling to visit the mobile cafe. He also expressed concern over competition with The Old Ram and Hoggett Tea Room. Mr. Rose noted that Crumb & Brew are fully compliant with lockdown and social distancing rules and that he will implement a 2 metre barrier for customers. He is happy to use social media to discourage large groups from attending at the same time. He also noted that he is not set up to compete with local trade and as such would like to visit the village hall on days that The Old Ram and Hoggett Tea Room is not open.

### 119/20 District and County Councillor Reports

District and County reports had been received from TDC and ECC and circulated to all councillors. Both reports gave updates on the December COVID situation. Cllr. Wynn also highlighted ECC updates on the Essex Climate Action Commission group, community energy, waste, recycling, active travel and Green Essex. The county council

has secured nearly a £100 million from the Government's Housing Infrastructure Fund for new transport infrastructure in Colchester and Tendring.

## **120/20 Clerk's Report**

The clerk had circulated the clerk's report in advance. The following updates since circulation were noted:

- **Street Lights:** Cllr. Scott had noted that the corroded street light on Heath Road had not yet been connected. A&J is chasing UK Power Networks.
- **Bradfield Village Hall New Lease:** The clerk had been chasing the solicitor for an update on progress several times but had yet to receive a response.

## **121/20 To receive councillor / working party brief reports**

Cllr. Wynn reported that all the material for the VE/VJ Day memorial stone had arrived with Wood for Stone. The installation of the base had been delayed due to the wet and frosty weather but will be installed as soon as the weather permits.

Cllr. Burton noted that three councillors were yet to complete the Age Concern dementia training.

## **122/20 To consider request from Crumb & Brew to trade outside the village hall**

In addition to previous comments made by Cllr. Coley during the Public Participation session, Cllr. Wynn added that she had concerns about setting a precedence, allowing one van to trade outside the village hall paving the way for further requests from other traders. She also queried whether rent should be charged for any trade taking place on council owned land. Following a suggestion by Cllr. Coley, it was **RESOLVED** to allow a 2-month trial with trading only taking place either on a Monday or a Tuesday when The Old Ram and Hoggett Tea Room is not open for business.

## **123/20 Highways/Environment**

### **a) To discuss correspondence from Essex Highways regarding the new proposed fingerpost outside the village hall**

Recent communication from Essex Highways had stated that the verge outside the recreation ground where the new fingerpost is to be sited is not parish council owned land, rather it belongs to the county council. It had also been noted that the style of the proposed fingerpost would not be appropriate for this location and purpose. The clerk had checked the parish council's deeds and whereas it is not obvious where the exact border is, Cllr. Wynn noted that the parish council had been maintaining and looking after this land for decades. She emphasised that the land in question already has a commemorative bench on it, the parish council's noticeboard, 14 trees planted by the parish council and in due course the VE/VJ Day Memorial. It was **RESOLVED** to carry out the installation of the fingerpost but with Cllr. Wynn's initial proposal of a simpler version in either blue or green as per the product advertised on the Signs of the Times website and quote previously sought by the clerk.

### **b) To discuss correspondence from Essex Highways regarding the new proposed fingerpost outside the Strangers Home**

Whereas recent communication from Essex Highways had stated that the land outside the Strangers Home was not privately owned, a map subsequently sent by Highways showed that the triangle on which the current fingerpost is situated does not belong to Essex County Council. The clerk was instructed to carry on with the purchase of the new fingerpost outside the Strangers Home as previously agreed by the Council.

**c) To discuss correspondence from Essex Highways regarding the Essex-wide Bus Shelter Project**

The Council had received correspondence from Essex Highways requesting that licence forms for the council owned bus shelters would need to be completed retrospectively. Cllr. Wynn noted that Essex Highways' infrastructure team had been fully informed and involved during the installation of the new bus shelters which included advice on all relevant licences being sought. It was **RESOLVED** to not take this any further.

**124/20 Amenities**

**a) To consider community project ideas for the 2020 Estio Solar farm income**

Cllr. Wynn stated that she had received no response to the recent Grapevine request for community project ideas from members of the public. It was **RESOLVED** to postpone a decision until a worthwhile community project has been identified.

**b) To discuss the refurbishment of the war memorial**

Several letters and e-mails of correspondence had been received by the Council in relation to the proposed refurbishment of the war memorial, including St Lawrence Church who had been in contact with Historic England and who, as well as providing advice, also had several queries regarding the Council's plans. It was noted that Historic England have expressed an interest in listing the memorial and that its educational department is currently working on a project with Bradfield Primary School to complete a condition survey as part of the preparation for the potential listing. The Council had also been asked whether or not they have any documentary evidence of ownership of the war memorial. Cllr. Coley added that it was unfortunate that the Council had not liaised with St Lawrence Church from the outset. It was **RESOLVED** that the working group arrange an online meeting with church representatives to discuss how to best take this project forward. Any refurbishment would need to start prior to the war memorial being listed as otherwise any work that can be carried out will be limited.

**c) To consider costs for the wooden poles for the new defibrillator**

Hill Farm Landscapes had provided the Council with an estimate of £400 plus VAT to supply and install two timber posts set in concrete to hold the weight of the new defibrillator. Cllr. Wynn noted that no estimate had been received as of yet for the electrician required to connect the defibrillator. The clerk is arranging a site meeting between the landowner, HFL, First Responders, electrician and Cllr. Wynn as soon as COVID regulations allow. It was **RESOLVED** to await full costings, including approximate running costs, before making a final decision.

**d) To consider costs of moving the playground sign outside the recreation ground**

Hill Farm Landscapes had provided an estimate of £80 plus VAT to move the playground sign outside the recreation ground to the nearby electricity post outside the entrance to Rectory Gardens. It was **RESOLVED** to accept the estimate.

**e) To agree a date for the Spring litter pick**

Cllr. Coley suggested setting a provisional date only due to the current lockdown. It was **RESOLVED** to set a provisional date for the 6th March 2021.

**f) To receive fortnightly play equipment reports and consider any maintenance recommendations**

There were no new issues reported by HFL over the past month. Safeplay had carried out the repairs to the previously identified issues. Cllr. Scott requested that the Council consider adding another 'No Dogs' sign at the recreation ground. It was **RESOLVED** that Cllr. Scott order an additional sign plus a couple of spares for when they need replacing.

**125/20 Planning Applications - To consider the following planning applications**

**a) 20/01676/FUL, Change of use from agricultural land to 120 pitch camp site between 1st April to 1st October, Land West of Shore Lane, Bradfield, CO11 2UP**

Following the debate that took place at the Extraordinary Parish Council meeting on the 22nd December 2020, Cllr. Coley put forward a proposal of opposition to this planning application, as follows:

Bradfield Parish Council understands and is sympathetic to the needs of farmers for some limited diversification from food production on their land.

However, having seriously considered this planning application it is the Parish Council's decision that the application cannot be supported and therefore the position of Bradfield Parish Council is that we formally object to the application.

The reasons being that:

The identified field is integral to the unique coastal foreshore area at Bradfield which has the designated status of a Site of Special Scientific Interest (SSSI) and is in the Coastal Protection Belt and is part of the Area of Outstanding Natural Beauty (AONB). This area has particular national significance, hence its designations.

The council has concerns that the provision of 120 camping pitches is very likely to attract in excess of 100 vehicles (some with trailers) at peak occupancy and potentially in excess of 250 visitors, many with dogs.

We consider that the size of the proposal, its location and the potential visitor numbers is likely to put at risk the delicate ecological balance of this area.

We also consider that the restricted nature of Shore Lane makes the numbers of vehicular accesses to this site to be inappropriate and dangerous.

We also consider that access to and evacuation from this site would be seriously compromised in the unfortunate event of an emergency.

It was unanimously **RESOLVED** to accept Cllr. Coley's proposal.

**b) 0/01626/FUL, Proposed rear garage extension with sun terrace, 2 Curlews, Station Road, Bradfield, CO11 2UP**

**RESOLVED** that the Council has no comments on this application.

**c) 20/01670/FUL, Proposed single storey rear and side extension, 2 Winney Close, Bradfield, CO11 2DQ**

**RESOLVED** that the Council has no comments on this application.

**d) 20/01684/TPO, 1 No. Ash -50% branch reduction, Dolphins, Windmill Road, Bradfield, CO11 2QN**

**RESOLVED** that the Council has no comments on this application.

**e) 20/01732/FUL, Proposed front extension and dormer above existing roof slope and rear single storey extension, Hawthorn, The Street, Bradfield, CO11 2UU**

**RESOLVED** that the Council has no comments on this application.

**f) 20/01778/FUL, Erection of timber outbuilding to be used as a domestic garden office, Ashmore, Heath Road, Bradfield, CO11 2XD**

**RESOLVED** that the Council has no comments on this application.

**126/20 To discuss felled tree in relation to approved planning**

**application 20/00806/FUL, Detached garage/workshop, Mill Lane Nursery, Mill Lane**  
Cllr. Wynn reported that following her discovery that an ancient oak tree had been felled at Mill Lane Nursery to make way for a new outbuilding, Mr Dawson, Tree and Landscape Officer at Tendring District Council, had inspected the situation and found that as the tree did not have a TPO the owner had not acted illegally and no further action could be taken. It was **RESOLVED** that the clerk contact Mr Dawson requesting how the Council go about completing an audit of all the trees in Bradfield in order to arrange for TPOs where considered necessary and that a meeting / walk through Bradfield to look at trees be arranged once COVID regulations allow. It was also agreed to nominate a tree warden for the parish council at the February meeting.

Furthermore, Cllr. Wynn noted that the applicant had answered no to the question of whether any trees would be cut or pruned within their planning application, which turned out to be an untrue statement. Cllr. Coley agreed and suggested that the clerk contact District Cllr. Fairley requesting that she liaise with the TDC Enforcement Team, explaining that the parish council's decision during consultation on whether to support the application or not was based on the planning application, the content of which appears to have been untruthful.

**127/20 Finance**

**a) To receive the monthly finance report, including monthly bank reconciliation figures**

The clerk had circulated the finance report and monthly bank reconciliation in advance. The current account held £1,647.75 as at 31st December 2020 and the savings account £76,702.05. It was **RESOLVED** that the bank reconciliation be approved.

**b) To note the completion of the Ready Reckoner**

The clerk noted that she had received and completed the Ready Reckoner and was due to return the completed and signed copy to TDC. The Ready Reckoner calculations show that a £60,000 precept request for the year 2021/22 is a 4.8% decrease from the current year's precept. The tax rate for a Band D property for 2021/22 is £124.31.

**c) To approve payment of invoices received in accordance with the 2020/21 budget**

**RESOLVED** that the following payments be approved:

Payee	Net £	VAT£	Gross £
EON (paid)	165.66	8.28	173.94
Webfactory (website host fee)	14.99	3.00	17.99
Barclaycard (various)	120.36	0.00	120.36
Hill Farm Landscapes (maintenance)	940.00	188.00	1,128.00
Safeplay (playground repairs)	626.64	125.33	751.97
North Essex Tree Services (pruning)	400.00	0.00	400.00
Scribe (annual fee)	492.00	98.40	590.40
L Djuve-Wood (salary)	1,020.70	0.00	1,020.70
HMRC (NI/Tax)	333.62	0.00	333.62
NEST (pension)	55.06	0.00	55.06
<b>Total:</b>	<b>4,169.03</b>	<b>423.01</b>	<b>4,592.04</b>

**128/20 Items from councillors to be added to the next agenda**

a) To consider appointing a tree warden

**129/20 To note the date and time of the next meeting**

The next full council meeting is scheduled for Tuesday 2nd February 2021 at 7:30 p.m. Venue is dependent on future COVID-19 regulations and is to be confirmed nearer the time.

There being no further business the Chairman closed the meeting at 8.44 p.m.

Signed ..... Chairman      Dated .....