



# BRADFIELD PARISH COUNCIL

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

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## Minutes of the Full Parish Council Meeting held in St Lawrence Church Room on Tuesday 6th July 2021 at 7.30 p.m.

**Present:** Cllr. K. Wynn (Chairman) Cllr. K. Burton (Vice Chairman)  
Cllr. A Coley Cllr. R. Scott  
Cllr. S. Gunter Cllr. R. Mitcham  
Cllr. A. Mackrill

**In Attendance:** 4 members of the public L. Djuve-Wood (Clerk)

There is currently one vacant seat on the Parish Council.

### 28/21 Apologies for Absence

Apologies for absence were received from Cllr. Osborne.

### 29/21 Declarations of Interest

Cllr. Scott declared an interest in agenda item 11a (minute ref 38/21a), Planning application 21/00857/FUL, Erection of single storey rear extension, Thatched Cottage, Dairyhouse Lane, Bradfield, CO11 2XB, the applicant being his neighbour.

### 30/21 Minutes of the Previous Meeting

**RESOLVED** that the minutes of the Extraordinary Full Council meeting held on the 22<sup>nd</sup> June 2021 be approved as a correct record and signed by the Chairman.

### 31/21 Public Participation

There were four members of the public present. No concerns or issues were raised.

### 32/21 District and County Councillor Reports

The District and County reports had been received and circulated to all councillors. The district report contained information on Part 2 of the Tendring District Council Local Plan which had been examined with an upcoming 6-week public consultation taking place to allow members of the public to comment on recommended modifications; Swim Safe lessons taking place at Martello Beach, Clacton over the summer; and various planning updates. The county report summarised the results of the recent elections of county councillors as well as Police, Fire and Crime Commissioner for Essex; announcement of appointments to the new Cabinet; updates on COVID testing; library collection points; and a conviction following the sale of illegal tobacco.

Members of the public can access full district and county reports via the Parish Council's website [www.bradfieldparishcouncil.org.uk/news-reports/district---county-reports](http://www.bradfieldparishcouncil.org.uk/news-reports/district---county-reports)

### 33/21 Clerk's Report

Cllr. Wynn noted that the new bench at the Recreation Ground had been received and kindly installed by Cllr. Burton's husband.

The clerk had circulated the clerk's report in advance. She informed the Council that Ellisons had finally provided the Council with a copy of the contract for the new cemetery land signed by the seller. She also noted that she had submitted two applications to the Woodland Trust for wildlife tree hedging for both the new cemetery land and the border between Rectory Gardens and the Recreation Ground.

### **34/21 To receive councillor / working party brief reports**

Cllr. Wynn noted that the Council's noticeboard outside the recreation ground had been vandalised with the perspex glass completely broken. She had reported the incidence to Essex Police and had instructed the clerk to order new perspex glass and frame from the noticeboard supplier.

Cllr. Gunter had cleared the footpath at Mill Lane and put cones around the sink hole. He noted that ECC had stated they had visited to make the sink hole safe and that they are returning to look at it again.

### **35/21 Highways/Environment**

#### **a) To discuss information lectern project at Shore Lane**

Cllr. Wynn informed the Council that the clerk had successfully applied for an AONB grant of £2,129.40 to help the Council install a new information lectern at Shore Lane. The grant covers 70% of the full cost of the project. The grant conditions stipulate that the lectern sign is to include AONB information, including logo, acknowledgement of grant support and positive messages about the AONB and behaviours. There are also various conditions in relation to publicity of the project. It was **RESOLVED** that the clerk arrange a Zoom meeting between an AONB representative, Cllr. Wynn and herself to discuss lectern content and that she also arrange a site visit at Shore Lane between the landowner, AONB Manager Mr Simon Amstutz, Cllr. Wynn and herself.

#### **b) To discuss information received from Heritage House regarding footpath mapping for Definitive Maps in line with Section 53 of the Wildlife & Countryside Act requirements**

It was **RESOLVED** that, as it does not look likely that there are any footpaths within Bradfield that need adding to Definitive Maps, the services of Heritage House will not be needed at this time.

#### **c) To consider requesting that ECC replace the barriers at the bottom of Brickmans Hill**

Cllr. Wynn stated that a request had been received from a member of the public for ECC Highways to replace the plastic barriers at the bottom of Brickmans Hill with something more sightly and fit for an AONB area. It was noted that the plastic barriers had been placed there as a temporary measure following a fatal accident on the bridge in 2017. Following an inquest into the death of the driver of the vehicle the coroner had appealed to ECC Highways and encouraged them to take all steps necessary to bring about planned improvements to the road. The recommendations have to date not been attended to by ECC. The clerk was asked to contact ECC Highways as soon as possible requesting that they attend to the matter. Cllr. Coley added that the warning light before the bridge in Mistley direction also needs to be repaired.

#### **d) To consider joining the Highways' Verge Cutting Initiative**

The clerk had asked for information about the scheme from County Cllr. Guglielmi as well as Great Bentley Parish Council who are currently taking part in the scheme. It was

**RESOLVED** that whereas it is unlikely the Council will want to sign up for the scheme due to time and cost commitments, further investigations should be made.

**e) To discuss further complaints regarding speeding in the village and junction at Steam Mill Road and B1035**

Cllr. Wynn noted that several complaints had been received by members of the public regarding motorcyclists using the B1352 and village as a race track. The clerk had written to Essex Police who had replied that whereas they will be sending units out to look for speeders and bad behaviour, on the whole most motorcyclists are not breaking any laws.

Cllr. Wynn also noted that with current and future housing developments in Mistley, increased traffic due to Bradfield being used as a cut through to the A120 is causing further issues, in particular at the Steam Mill Road / Straight Road junction. It was **RESOLVED** that the clerk request that ECC Highways carry out another speed and volume survey along Straight Road.

Cllr. Coley added that increased traffic is also an issue from the Lawford/Mistley direction on Clacton Road, in particular safety concerns at the Steam Mill Road / Clacton Road junction. Cllr. Wynn explained that District Cllr. Fairley is fighting to have the B1035 Clacton Road recategorised as a priority road to make it eligible for regular safety inspections. She also noted that an LHP scheme had been submitted to ECC Highways in 2018 in regards to the Steam Mill Road / Clacton Road junction, with the panel recommending that the junction warning sign on Clacton Road be reinstated, existing slow markings to be refreshed and a review to be undertaken to see which additional markings could be implemented to highlight the junction. The Council had been informed that it is likely that ECC Highways will try and design and install the scheme by the end of March 2022.

**f) To consider taking part in ECC's Saltbag Partnership Scheme for 2021/22**

It was **RESOLVED** that the Council will not be taking part in ECC's Saltbag Partnership Scheme for 2021/22.

### **36/21 Amenities**

**a) To discuss final preparations and costs for the unveiling of the VE / VJ Day 75th Anniversary Commemoration Stone on the 24th July 2021**

Cllr. Wynn had been in contact with Mr Cutter at the Village Maid who had offered to supply all alcohol for the village hall bar, including kegs of ale. She noted that the village hall now has two fridges where drinks can be stored, although no alcohol can be left on the premises prior to the event. The clerk was asked to arrange a meeting between the village hall committee, Cllr. Wynn and herself to discuss the final setup for the event. Cllr. Wynn had also been in touch with the Ram and Hoggett regarding the provision of afternoon teas. Finally she noted that she had been in contact with the Head Teacher at Bradfield Primary School who is trying to source a couple of pupils to take part in the unveiling.

The clerk added that in terms of vendors she had received confirmation from Chris's Ices that they will be in attendance. She had also received confirmation of attendance from several of the invited guests although would need to chase responses from others. A

Temporary Events Notice to allow the sale of alcohol had been applied for through Tendring District Council.

**b) To consider purchasing four oaks for the cemetery and replacing two trees at the Recreation Ground**

Cllr. Wynn proposed purchasing and planting four oaks in the new cemetery land and also noted that the Copper Beech tree and Oak tree at the back of the Recreation Ground have died and will need replacing. Following some concern over large tree roots it was decided to not order any oak trees for the cemetery land at this point in time. The clerk was asked to contact HFL requesting that they order replacements for the two dead trees at the Recreation Ground to be planted in the autumn.

**c) To receive the annual and fortnightly play equipment reports and consider any maintenance recommendations**

The clerk noted that the annual report did not contain any urgent recommendations for repair. Any issues highlighted were all either rated as very low risk or low risk. The clerk was asked to send the report to Safeplay for comment.

The clerk also noted that HFL had discovered that the netting on one of the climbing frames was damaged. Cllr. Wynn requested that this be dealt with as a matter of urgency.

**37/21 To review and approve new Co-Option policy**

It was **RESOLVED** that the Council approve and adopt the new Co-Option policy.

**38/21 Planning Applications - To consider commenting on the following planning applications**

**a) 21/00857/FUL, Erection of single storey rear extension, Thatched Cottage, Dairyhouse Lane, Bradfield, CO11 2XB**

It was **RESOLVED** that the Council have no comment on this planning application.

**b) 21/01042/TPO, 1 No. Oak - reduce back half to allow more light into the neighbours, maximum 3m reduction back to previous cuts, Oak House, Heath Road, Bradfield, CO11 2XH**

Some concern was raised about the need for this tree to be reduced by as much as 3 metres. It was **RESOLVED** that the clerk contact Mr Clive Dawson, Tree and Landscape Officer at TDC, to get his view on the planning application.

**c) 21/01034/FUL, Proposed reconstruction of roof and associated works following fire damage to entire property, Thatched Cottage, Wix Road, Bradfield, CO11 2UX**

It was **RESOLVED** that the Council have no comment on this planning application.

**39/21 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 £558.73 as at 30th June 2021 and the savings account £88,906.03. It was **RESOLVED** that the bank reconciliation be approved.

**b) To consider grant request from Tendring Brass Band**

It was **RESOLVED** that rather than providing Tendring Brass Band with a grant that they be asked to play at the unveiling of the new commemoration stone on the 24<sup>th</sup> July in return for a fee.

**c) To consider grant request from Age Concern Colchester and North East Essex**

It was **RESOLVED** that an S137 donation of £250 be granted to Age Concern Colchester and North East Essex.

**d) To approve payment of invoices received in accordance with the 2021/22 budget and to note payments made under delegated authority in June 2021**

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

<b>Payee</b>	<b>Net £</b>	<b>VAT£</b>	<b>Gross £</b>
EON (PAID)	171.18	8.56	179.74
Wood for Stone (PAID)	3,250.00	650.00	3,900.00
Community Action Suffolk(PAID)	1,270.12	0.00	1,270.12
Realise Futures (PAID)	447.91	89.58	537.49
BVH (hall hire)	45.00	0.00	45.00
Barclaycard (Various)	135.25	0.00	135.25
Webfactory (website hosting)	14.99	3.00	17.99
Hill Farm Landscapes (maintenance)	940.00	188.00	1,128.00
Derek Taylor Engineering (rec ground gate repair)	291.00	58.20	349.20
Tendring District Council (annual playground inspection)	45.95	9.19	55.14
V Pretty (internal audit)	50.00	0.00	50.00
L Djuve-Wood (salary)	1,026.90	0.00	1,026.90
HMRC (tax/NI)	326.73	0.00	326.73
NEST (pension)	55.06	0.00	55.06
Age Concern (S137 grant)	250.00	0.00	250.00
<b>Total:</b>	<b>8,320.09</b>	<b>1,006.53</b>	<b>9,326.62</b>

The following payments were noted as having been approved under delegated authority during June 2021:

<b>Payee</b>	<b>Net £</b>	<b>VAT£</b>	<b>Gross £</b>
EON (PAID)	165.66	8.28	173.94
Barclaycard (Various)	68.47	0.00	68.47
Webfactory (website hosting)	14.99	3.00	17.99
Hill Farm Landscapes (maintenance)	940.00	188.00	1,128.00
Environmental Design (reseeding etc rec ground)	186.00	37.20	223.20
BVH (hall hire)	60.00	0.00	60.00

N Brisland (EPC village hall)	210.00	0.00	210.00
R Mitcham (fencing material)	123.00	0.00	123.00
L Djuve-Wood (salary)	1,026.90	0.00	1,026.90
HMRC (tax/NI)	326.73	0.00	326.73
NEST (pension)	55.06	0.00	55.06
<b>Total:</b>	<b>3,176.81</b>	<b>236.48</b>	<b>3,413.29</b>

**40/21 Items from councillors to be added to the next agenda**

a) To consider marking the Queens Platinum Jubilee in June 2022

**41/21 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

It was noted that the council's decision to plant new hedging both at the new cemetery land and parts of the recreation ground would have a positive impact on the environment.

**42/21 To note the date and time of the next meeting**

The next Full Council meeting is scheduled for Tuesday 7th September 2021 at 7:30 p.m.

There being no further business the Chairman closed the meeting at 8.25 p.m.

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