

BRADFIELD PARISH COUNCIL

**Minutes of the Annual Parish meeting held in the St Lawrence Church Room
on Tuesday 3rd May, 2022 at 7:00 p.m.**

Present: Cllr. K. Wynn (Chair) Cllr. K. Burton (Vice Chair)
Cllr. A Coley Cllr. R. Scott
Cllr. S. Gunter Cllr. R. Mitcham
Cllr. T. Weal
In Attendance: 4 members of the public L. Djuve-Wood (Clerk)

1. Introduction and welcome

Cllr. Wynn welcomed everyone to the meeting.

2. Apologies for absence

Apologies for absence were received from Cllr. V. Osborne.

3. Minutes of the previous Annual Parish Meeting held on 4th May, 2021 to be approved and signed

RESOLVED that the minutes from the previous Annual Parish Meeting held on the 4th May 2021 be approved and signed by the Chair.

4. Annual District and County Council Reports

District Cllr. Fairley and County Cllr. Guglielmi sent their apologies. Annual district and county council reports had been received and circulated to all councillors.

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.

5. Annual Reports from Local Clubs and Societies

Mrs J. Points, Trustee and Chairman of Bradfield Village Hall CIO, presented a report on behalf of the BVH Committee. Please see Appendix 1.

Mr T. Cutter, Vice Chair and General Manager of Bradfield Rovers Football Club, provided a brief update on behalf of the club, noting their 60th anniversary this year. Financially the club is doing well and currently has around 70 people involved with the club. The club may get promoted this year and are very happy with the pitch at the Recreation Ground and its well-maintained condition.

Mr V. Osborne, Chair of the Bradfield Glebe Allotment Association, had sent his apologies and provided a report in advance on the Association's behalf which was presented by Cllr. Wynn. Please see Appendix 2.

6. Annual Report from the Chair

Cllr. K. Wynn presented her annual report. Please see Appendix 3.

7. Questions from members of the public

There were no questions from members of the public.

The Chair closed the meeting at 7.19 p.m.

Chair.....Date

Appendix 1: Bradfield Village Hall Report to BPC 03052022

Bradfield Village Hall is now run by Bradfield Village Hall CIO with the remit to facilitate the hiring of the hall and the ongoing maintenance and repair.

The Chairman is the current safeguarding Officer for the hall and a Dementia survey has been carried out and dementia friendly signage has been added where required.

There has been extensive decorative refurbishment of the hall during the past 2 years which has included repairing and repainting the hall and replacement of fitments where required.

Eco lights throughout the building and outside and coloured eco lights in the main hall ceiling.

There is a Mirror Ball and lights installed in the ceiling of the main hall and coloured strip lights above the curtain rail.

In the curtain rail itself, there is a system of hooks around the hall at regular intervals to allow hirers to hang decorations without sticking pins or Sellotape on the walls.

The old staging was removed due to health and safety concerns and broken down and will now become the frames for sound panels.

Extensive research was carried out and all the materials have now been obtained to manufacture and install sound panels around the main hall. This will be a brand new feature for the hall and will be in the top sections of the walls about 3 inches from the walls and secured with non-removable fixings. The coverings are a neutral colour to blend in with the hall decorations.

The installation has been slightly delayed due to the committee all testing positive for Covid during the past month, but we apparently now all have super immunity for 28 days so the history exhibition will be going ahead on 7th and 8th May. The event being totally free, including the Tea, Coffee, Cream Tea and Cake, to members of the public.

After the exhibition, some of the display boards will be repurposed into picture frames to be placed around the hall and foyer to improve the overall ambience and add interest.

The only soft furnishings to be replaced were the curtains in the main hall.

All the fire safety equipment is up to date having recently had the annual reports and servicing completed and extinguishers and sensors replaced.

The updating and replacement of the heating system has been discussed at length by the management committee as the present system, whilst fairly efficient in the main hall, has anomalies like having to leave the disabled toilet door open to heat

the lobby area and the fires in the lounge area.

It was also apparent that the air intake from the hall (on the end wall) was not the best way for air to be circulated back out again into the hall and was not conducive for any future outbreaks of illnesses.

The heating system is not very ecologically friendly either so a number of possibilities and available grants are being considered and will be applied for in due course.

All the toilets and the kitchen areas have had hand towel dispensers installed as required under covid regulations which will remain in place. Hand dryers were not recommended due to spreading covid but now all restrictions have been lifted, these have been put back in use.

A baby changing station was installed in the disabled toilet and this toilet is the only gender neutral toilet on the premises.

Whilst the amount of toilets complies with the regulations, it may be in the future, when the 2 separate toilet areas are refurbished that they will become an area of gender neutral individual toilets making better use of the area. This is something that will be discussed in the future.

A redesign of the kitchen is also required to make best use of the area.

A dishwasher was installed in the kitchen which was also a requirement under covid regulations.

The Lounge now has a dartboard and the hall has a collection of board games.

The piano is now permanently in the lounge area where it is a condition of hire that it is not moved. This is for health and safety reasons.

The bar area has a new spirit dispenser, 2 drinks coolers, a drinks fridge and a small fridge with a separate freezer.

The storeroom contains the chairs and tables and all the badminton and bowls equipment. The main hall has a full sized doubles badminton court marked on the floor.

The changing rooms to the rear of the hall have had new toilet seats, water heaters and various dispensers installed and the area was redecorated as part of the general hall refurbishment.

Because of the events of the last 2 years, we have lost some regulars but have now gained many more and there are a diverse range of activities at the hall for all ages.

The hall has a website, bradfieldvillagehall.com and all the latest information and details about the hall are freely available.

The hall also has a facebook page which is used to set up events and advertising for hirers when required.

In our quest to become as paper free as possible, we have a direct link to our charity commission profile where all the details of Bradfield Village Hall CIO are there to be viewed along with the annual returns, accounts and chairmans AGM reports.

The only paper documents we store are the signed Hire Agreements.

It has been recently commented to a committee member that the hall is now the hub of the village again and we hope for this going forward with the new activities starting in May and June.

Report Presented by Jean Rosemary Points

Trustee and Chairman of Bradfield Village Hall CIO

Bradfield Village Hall CIO Registered Charity Number 1187316
The Street, Bradfield, Essex, CO11 2UU.

Appendix 2: Bradfield Glebe Allotment Association Report

The last year has once again seen new members join. I am pleased to state that we currently have full membership with only a handful of people on our waiting list.

Please email me if you are interested in joining our friendly group.

The hard work and effort that members have put into to their plots has enhanced the site and we see a wide range of produce from the generic vegetables to cut flowers and soft fruit.

We have continued to hold social functions subject to Covid restrictions which last year consisted of a summer BBQ and our traditional bonfire night firework display.

We were also delighted to host a visit by year 5 and 6 pupils from Bradfield Primary School who were studying all things horticultural. So enthusiastic were the pupils that they agreed to grow some plants for our stall to raise funds for the Essex-Herts Air ambulance at the Village Jubilee big lunch event. Thank You so much.

One slightly tricky question was posed by one of the pupils, it had me discretely Googling to find the answer.

Is a pumpkin a fruit or vegetable?

We look forward to seeing them again on Sunday 5th June with their donations.

We continue to contribute to the Grapevine magazine via our own G Q T correspondent Mr Locke which we hope is of interest to the village.

And finally, when will it rain????????

With our best wishes,

Bradfield Glebe Allotment Association

Vince Osborne

Appendix 3: Bradfield Parish Council, Chair Cllr. Kreon Wynn's Annual Report:

The past year has been another very active year for Bradfield Parish council.

Sadly, Alan Mackrill had to resign due to other commitments earlier in the year, but we were joined later by Tracey Weal, so we now have a strong team of eight very committed councillors who do their utmost to help make Bradfield the lovely place to live that it is.

The sun shone brightly on the much-delayed day of the unveiling of the VE & VJ Day Commemoration stone. The event was thoroughly enjoyed by all who attended, both from within the parish and from neighbouring parishes.

Recreation Ground

A recycled plastic bench has been installed in the recreation ground. This is to replace the rotted wooden one that was removed several years ago, and all intentions were that it would last a lifetime. Sadly though, this has recently been vandalised or an attempt at theft has been made which has damaged the fixings into the ground. Of course, this will be repaired at added expense.

The accessible roundabout has now been installed for the enjoyment of children (and adults) of all abilities.

Plans are now underway to install a boules pitch on the recreation ground for people of all ages to use.

New Cemetery Land, Mill Lane

With the purchase of the land complete, Councillors set to work to install a post and wire fence around the perimeter. Hedging for the perimeter and alongside Rectory Gardens was donated from the Woodland Trust and planting by councillors took place over the winter months.

In the spring the central area was prepared and perennial wild flower seeds were sown. Hopefully this will attract butterflies and other pollinators over the summer and the seeds will feed the birds later in the year.

War Memorial

St Lawrence Church and the Parish Council have been working together on a project to restore the war memorial back to as near to its original state as possible. Andrew Stone of Wood for Stone has been advising us on how to achieve this. Andrew discovered that the badly eroded name panels have been designed for easy removal which will enable them to be replaced with new, like for like stone panels. Funds for this project have been secured and are there for when we have permission from the Diocese to undertake the works.

Highways matters

Councillors met with County Councillors to discuss the flooding and mud on Mill Lane and as a result some of the drains were jetted through, but the flooding remains and is still eroding the road. The crater on Mill Lane was finally filled in and much of the mud was cleared after much persistence by the council and members of the public.

We are still waiting to hear back about the replacement of the plastic barriers at the bottom of Brickmans Hill.

The results of a speed and volume survey conducted in September 2021 on Straight Road were compared to an equivalent study in 2019. Whereas the speed and volume survey showed a slight decrease in speed since 2019, it showed that there was a 119% increase in volume of traffic, mainly southbound in the morning and northbound in the evening which most likely reflects an increase in commuter traffic. As this is likely to increase further with the various new housing developments taking place in Mistley and with the impact it is having on the Straight Road/Steam Mill Road junction. A further study will take place in September of this year

Due to issues with haphazard parking on the Wix Road slip road behind the Village Maid. It has been recommended that single yellow lines with timed parking restrictions matching those of the existing yellow lines in the vicinity of the primary school be put on both sides of the road and extending round both corners of the Wix Road / Heath Road junction. The scheme is now in the process of being applied for.

Unfortunately, Essex Highways have cancelled the approved Local Highways Panel scheme to improve the Wix Road / Heath Road junction due to the location of a gas main.

The long-awaited arrival of the village gate style signs is imminent.

At long last the Streetlight on Steam Mill Road has been replaced, reconnected, and is now illuminating that part of the village once again!

Queens Platinum Jubilee

This has been a very ambitious project with the aim of bringing the community together to celebrate this historic event. So far just the planning events have successfully brought together villagers and the council, so the day itself is shaping up to be spectacular! A special thanks must go to Karen Burton for her impeccable planning skills.

The magnificent beacon has now been installed and will be a permanent reminder of the event. This was Vince Osborne's vision, so thanks to him and Roger Mitcham for driving this forward.

I look forward to seeing you all at the lighting of the beacon on Thursday the 2nd of June and The Big Lunch on Sunday the 5th of June.