



# BRADFIELD PARISH COUNCIL

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

PO Box 13233, Manningtree, Essex, CO11 2BD, Tel: 07851 760264

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

## **Minutes of the Full Parish Council Meeting held in St Lawrence Church Room on Tuesday 1st March 2022 at 7.30 p.m.**

<b>Present:</b>	Cllr. K. Wynn (Chair)	Cllr. K. Burton (Vice Chair)
	Cllr. R. Scott	Cllr. A. Coley
	Cllr. R. Mitcham	Cllr. T. Weal
	Cllr. S. Gunter	Cllr. V. Osborne
	<b>In Attendance:</b> 7 members of the public	L. Djuve-Wood (Clerk)

There is currently one vacant seat on the Parish Council.

Cllr. Wynn requested that the Council pause for a minute in solidarity with the people of Ukraine.

### **134/21 Apologies for Absence**

There were no apologies for absence.

### **135/21 Declarations of Interest**

There were no declarations of interest.

### **136/21 Minutes of the Previous Meeting**

Cllr. Wynn noted that since the draft minutes had been issued the clerk had made an amendment to agenda item 12 (minute item 127/21) to note that the Council praised both the recent launch of the new BVH website and Facebook page and the hard work carried out by the committee. It was **RESOLVED** that the minutes of the Full Council meeting held on the 1st February 2022 be approved as a correct record and signed by the Chair.

### **137/21 Public Participation**

No matters were raised or noted.

### **138/21 District and County Councillor Reports**

The District and County reports had not yet been received. The clerk will circulate as soon they are issued.

Members of the public can access and read the latest 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)

### **137/21 Clerk's Report**

The clerk had circulated the clerk's report in advance. She noted that whereas Cllr. Gunter had been nominated to act as a communication link along with the clerk between the Council and the BVH Committee, it had since come to the Council's attention that he had been accepted onto the BVH committee as a private resident rather than a Council representative. As such the clerk requested that she deal with all communication between the two parties going forward, to which the Council agreed.

She also noted that HFL had herbicide sprayed the new cemetery land with the seeds hopefully being planted in a few weeks and that she had received a quote of £900 from J Fryer to carry out the proposed tree maintenance following his recent tree survey. She suggested sourcing further tree maintenance quotes in time for the April meeting.

Having had a conversation with Sparlings regarding the new BVH lease it had been suggested that the Council should register their deeds with the Land Registry once the new lease has been completed. The Council agreed this was a good idea.

Cllr. Gunter offered to walk around the village together with Cllr. Wynn to check the street lights. He also requested whether the Council should now officially take over from HFL carrying out the playground inspections. The Council agreed that the clerk inform HFL they would no longer be required to carry these out.

Cllr. Scott had been informed by the Corbeau Seat Rally liaison that copies of this year's rally handbook would be distributed to residents in the next week or so and that he had requested that they send a copy to the clerk. He had also been informed that they are open to donations to tree planting schemes and that the clerk should liaise directly with them for any financial donation sought by the Parish Council.

### **138/21 To receive councillor / working party brief reports**

Cllr. Wynn reported that she had recently received numerous communications through various mediums all stating how lovely the crocuses and the trees along The Street are looking, as well as a message thanking the Council for the great job they are doing. She also noted that the clerk and her had met with County Cllr. Guglielmi and TDC's Head of Public Realm, Mr Taylor, along with the Landlord of The Village Maid, to discuss parking restriction options for Wix Road. It had been recommended that single yellow lines with timed parking restriction matching those of the existing yellow lines and 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.

Cllr. Osborne had been offered a free Douglas Fir tree by a member of the public and suggested it be planted at the Recreation Ground. The Council asked Cllr. Osborne to accept the tree on their behalf.

Cllr. Burton noted that the next Queen's Platinum Jubilee working party meeting was scheduled for Wednesday the 9<sup>th</sup> March 2022 at 7:30 p.m. at the Strangers Home.

### **139/21 Highways/Environment**

#### **a) To consider revised supply and traffic management estimate from Rose Builders for the village gates**

Rose Builders had submitted an updated quotation to the Council for the installation of the village gates of £12,967 plus VAT, reduced to £11,697 plus VAT should they be able to carry out the installation over two rather than three working days. The amount excludes the charge for the survey carried out previously which has already been settled. It was **RESOLVED** to accept the revised quotation.

#### **b) To consider UK Power Network response regarding street light 9015, Steam Mill Road**

UK Power Network had suggested a site visit be arranged between themselves and the Council to decide how to best move forward with the connection of street light 9015. It was **RESOLVED** that the clerk arrange a site visit accordingly.

**c) To review results from the Speed and Volume Survey carried out by ECC Highways on Straight Road in September 2021**

Whereas the speed and volume survey showed a slight decrease in speed since 2019, it showed by Cllr. Wynn's calculations 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 it was felt that this is likely to increase further with the various new housing developments taking place in the area, and with the impact it is having on the Straight Road/Steam Mill Road junction, it was **RESOLVED** to keep monitoring the situation and request that another speed and volume survey be carried out on Straight Road in a year's time in the same spot. It was also agreed to put pressure on Essex Highways to regularly trim the hedges at the junction to retain visibility coming out of Straight Road onto Steam Mill Road.

**140/21 Amenities**

**a) To consider request for a boule pitch to be installed at the Recreation Ground, including a financial contribution**

The Council asked that the clerk request that further information be supplied by the Bowling Club regarding size required and cost of the boule pitch. Cllr. Coley also noted that their request to use the Recreation Ground for archery should go on the April agenda with further information supplied including safety measures.

**b) To consider design and cost for Cansey Lane bus stop planters**

A Bradfield resident had kindly volunteered his services and had submitted plans to the Council for the sourcing and planting of drought resistant plants in the Cansey Lane planters, charging only the cost of the plants and materials. It was **RESOLVED** that the Council accept his offer and plan and to allocate a total of £250 towards the cost of plants and materials. Cllr. Wynn was asked to share the design details of the planting on Bradfield Buzz.

**c) To consider planting an avenue of trees along Steam Mill Road**

Cllr. Coley noted that planting a row of trees along Steam Mill Road may not only act as a speed deterrent as the road would feel more enclosed but also would be carbon reducing and in line with the encouragement for parish council's to plant more trees. Permission would need to be sought from ECC Highways and farmers owning adjacent land approached. It was **RESOLVED** to explore this project further including opportunities for sourcing free trees.

**d) To consider appointing Tendring District Council to carry out annual playground inspection**

It was **RESOLVED** that the Council appoint TDC to carry out the annual playground inspection in May at a cost of £47.33 + VAT.

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

The clerk noted that apart from low risk maintenance items the kissing gate poses a finger entrapment risk as it closes too quickly. She was asked to contact HFL to see if they can propose adding a mechanism to slow the closing of the gate down.

**141/21 Planning Applications**

**a) To consider commenting on Appeal APP/P1560/W/21/3286017 for planning application 21/00850/OUT, Proposed erection of nine dwellings, Land North East**

**of Wix Road, adjacent Cedars and opposite Ivy Villa, White Cottages, Woodbury and The Glebe, Wix Road, Bradfield**

It was **RESOLVED** that in addition to the Council's previous objection to this planning application noting the urbanisation of the road and the fact that there is no identified need within the parish for these dwellings, the clerk submit a comment stating that since the original objection Part 1 & 2 of the District Local Plan has been approved and adopted with no identified sites within Bradfield to build additional houses.

**142/21 Queen's Platinum Jubilee**

**a) To consider cost of Morris dancers**

It was **RESOLVED** that the £40 cost of the Morris dancers be approved. Cllr. Coley subsequently kindly offered, along with his wife, to sponsor the full cost of the Morris dancers. The Council gratefully accepted their offer.

**b) To consider cost of compere**

Cllr. Burton noted that the compere had kindly offered to carry out his services for free. The Council gratefully accepted his offer.

**c) To consider cost of event flyers**

It was **RESOLVED** to accept the cost of £165 to produce 500 A5 sized event flyers consisting of eight pages.

**d) To consider cost of Bounce Bounce castle hire**

It was **RESOLVED** to accept the total cost of £432 for the hire of one large size bouncy castle at £120, Fun Run at £150 and 3 members of staff at £152.

**e) To consider cost for Small Society Permit to allow raffle to go ahead**

It was **RESOLVED** to accept the cost of £40 for a Small Society Permit to allow a raffle to go ahead.

**f) To consider taking part in The Queen's Green Canopy project**

It was **RESOLVED** to not take part in The Queen's Green Canopy project to plant a tree and install a commemoration plaque.

Cllr. Coley noted that all district councillors had been given a sum of money to provide financial support to their respective wards to help with costs associated with the Queen's Platinum Jubilee events. The clerk was asked to request further information from District Cllr. Fairley.

**143/21 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 £7,593.80 as at the 28<sup>th</sup> February 2022 and the savings account £89,110.42. It was **RESOLVED** that the bank reconciliation be approved.

**b) To approve payment of invoices received in accordance with the 2021/22 budget**  
**RESOLVED** that the following payments be approved:

<b>Payee</b>	<b>Net £</b>	<b>VAT£</b>	<b>Gross £</b>
MDFPA (S137 donation)	25.00	0.00	25.00
Barclaycard (Stamps, playground inspection credits, Microsoft)	107.04	0.00	107.04
Webfactory (Web hosting)	14.99	3.00	17.99
Hill Farm Landscapes (Maintenance)	940.00	188.00	1,128.00
L Djuve-Wood (Salary incl taxable annual working from home allow)	1,333.09	0.00	1,333.09
L Djuve-Wood (Non-taxable annual working from home allowance)	312.00	0.00	312.00
HMRC (Tax/NI)	545.74	0.00	545.74
NEST (Pension)	88.55	0.00	88.55
<b>Total:</b>	<b>3,366.41</b>	<b>191.00</b>	<b>3,557.41</b>

**144/21 Items from councillors to be added to the next agenda**

a) To consider setting up a dedicated Parish Council Facebook page.

**145/21 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

It was noted that any increased volume of traffic along Straight Road would have a negative impact on the environment.

**146/21 To note the date and time of the next meeting**

The next Full Council meeting is scheduled for Tuesday 5<sup>th</sup> April 2022 at 7:30 p.m.

There being no further business the Chairman closed the meeting at 8.15 p.m.

Signed ..... Chairman

Dated .....