



# 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 4<sup>th</sup> April 2023 at 7.30 p.m.

<b>Present:</b>	Cllr. K. Wynn (Chair)	Cllr. K. Burton (Vice Chair)
	Cllr. S. Gunter	Cllr. R. Mitcham
	Cllr. T. Weal	Cllr. R. Scott
	Cllr. J. Welsh	Cllr. V. Osborne
<b>In Attendance:</b>	3 members of the public	L. Djuve-Wood (Clerk)

### 197/22 Apologies for Absence

Apologies for absence were received from Cllr. Coley and accepted by the Council.

### 198/22 Declarations of Interest

Cllrs. Gunter and Burton declared an interest in agenda item 12a) To consider hire agreement and hire fee for the village hall (minute ref: 208/22 a)), both being members of the Bradfield Village Hall committee.

### 199/22 Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the Full Council meeting held on the 7<sup>th</sup> March 2023 be approved as a correct record and signed by the Chair.

### 200/22 Public Participation

There were three members of the public present.

A candidate standing in the district council elections on the 4th May for the Stour Valley Ward attended briefly to introduce herself to the Council.

A member of the public expressed their support for agenda item 9a) To consider request from Bradfield Rovers Football Club to use the Recreation ground pitch for Sunday League.

### 201/22 District and County Councillor Reports

District and County Councillor reports had not been received.

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).

### 202/22 Clerk's Report

The clerk had circulated her report in advance. She noted that the new noticeboard had been installed at Mill Lane Cemetery.

Cllr. Wynn requested that an item be added to the May agenda for the Council to reconsider whether or not they would like to proceed with the Quiet Lanes project.

## **203/22 To receive councillor / working party brief reports**

Cllrs. Wynn, Gunter and Scott had met at the Recreation Ground with a representative from the Essex Wildlife Trust to discuss ideas for the Wilder Towns Wilder Villages project. She had pointed out that the Council are luckier than most having the land and space available for wildlife considerations. Cllr. Wynn noted that the wild orchard area will continue to be left unmown so that grassland habitat can be cultivated, with the possibility of bluebells and other woodland flowers introduced at a later date. The area under the trees to the left of the entrance gate is also to be left as woodland habitat with the verges and a path to the bench to be mown, with leaves left to fall. The wild area next to the cemetery will be left this year until August and then mown on rotation with possibly a third of the area being done every year. The representative had made it clear that it is important for the Council to engage with parishioners as these important grassland habitats do not look pretty in the conventional sense but provide important habitat for voles and shrews which in turn provide food for various birds. Finally, it had been suggested to create a Swift nest map in the village. Signage, engaging with the local school and using Facebook were suggested by councillors as options for community engagement. Cllr. Wynn noted that she was due to meet with Environmental Design to discuss grasscutting.

Cllr. Burton informed the Council that she had been working on Bradfield's Dementia Friendly Communities Action Plan with Age Well Essex and that the Council have once again been awarded dementia friendly status.

Cllr. Burton also noted that sadly the original band booking for HM the King's Coronation celebrations had fallen through but that she had managed to secure an alternative band.

## **204/22 Highways Environment**

### **a) To note and discuss parking issues outside Bradfield Primary School**

Cllr. Gunter stated that he had witnessed individuals in cars waiting to collect children from the primary school as early as 2:15 p.m. with some running their engines and playing loud music. He had also noticed that there are cars parked on the Heath Road bend opposite the Village Maid, causing an obstruction. Cllr. Wynn offered to contact the Headmistress requesting that she send a note to parents and carers. Cllr. Scott also suggested passing on information to the school about the 3PR scheme. The clerk is to research the scheme and pass her findings on to Cllr. Wynn. It was noted that the clerk had also already contacted the North Essex Parking Partnership who had confirmed they would patrol the area.

### **b) To set a new date for the Spring Litter Pick**

It was **RESOLVED** that a new date be set for the Spring Litter Pick of Saturday the 13<sup>th</sup> May 2023.

### **c) To consider purchasing more litter picks and hoops**

It was **RESOLVED** to purchase 12 Streetmaster Pro Litter Pickers at a cost of £13.93 plus VAT from Citrus Cleaning Supplies and 12 Handi Hoop Pro with Clips bin bag hoops at a cost of £12.95 including VAT from the Helping Hand Company via Amazon.

## **205/22 Amenities**

**a) To consider request from Bradfield Rovers Football Club to use the Recreation ground pitch for Sunday League**

It was **RESOLVED** that the Council approve the football club's request to use the Recreation Ground pitch for Sunday League.

**b) To consider request from Bradfield Rovers to roll the football pitch**

It was **RESOLVED** to defer this item as the football club are currently contacting local farmers to ask if they will carry out the rolling on their behalf. The Council agreed that they would be happy for a farmer to carry this out.

**c) To receive and consider the weekly play equipment reports and note any maintenance carried out**

Weekly play inspections had been carried out and weekly reports issued to all councillors. The clerk noted that as the Council had entered the new financial year, as previously agreed she would request a quote from Playquip to replace the inner part of the Gyrospiral surface to prevent further damage. During the latest visual inspection it had also been noted that the upper bar of the swing frame is rusting and will need sanding back and repainting. The clerk will request a quote from Environmental Design to carry this out.

**206/22 Planning Applications –**

**a) To consider commenting on planning application 23/00397/WTPO, T1, T3 and T4 Oak - 3m crown reduction, T5 Oak - 3m crown reduction and removal of fire damaged branch, North House, Barrack Street, Bradfield, CO11 2RB**

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

**b) To note planning updates and discuss any outstanding planning matters**

'Cllr. Wynn noted the following TDC planning decisions:

- 23/00164/FULHH, Proposed detached outbuilding, Mill Lane Nursery, Mill Lane, Bradfield, Approval – Full, 3<sup>rd</sup> March 2023;
- 23/00074/VOC, Application under Section 73 of the Town and Country Planning Act, to allow a variation of condition 10 (Approved Plans) of 20/00509/FUL to allow enlarged garage, and single storey side extension incorporating utility room and staircase down to a wine cellar, Land adjacent Emsworth House, Station Road, Bradfield, Approval – Full, 9<sup>th</sup> March 2023;
- 23/00047/FULHH, Proposed single storey side extension, first floor rear extension, open porch canopy and alterations for private use, The Barn to the rear of Pinocchios, Mill Lane, Bradfield, Approval – Full, 28<sup>th</sup> March 2023;
- 22/01603/FUL, Proposed extension of existing Care Home to provide seven new en-suite bedrooms including lift and new stairs, Meadowcroft, Steam Mill Road, Bradfield, Refusal – Full, 15<sup>th</sup> March 2023; and
- 22/00681/FULHH, Proposed two storey front extension, Barley Cottage, The Street, Bradfield, Refusal – Full, 4<sup>th</sup> April 2023.

**207/22 Constitution**

**a) To review and approve Recreation Ground Policy**

It was **RESOLVED** that the Recreation Ground Policy be approved subject to the following amendments:

- Under Casual Use of the Ground, Clause 6: the word 'guide dogs' to be changed to 'assistance dogs';

- Under Casual Use of the Ground, Clause 7: add ‘where permission has been given by the Parish Council’ for the erection of bouncy castles for children’s parties booked via Bradfield Village Hall;
- Under Limitations of Use: add a clause regarding the flying of motorised objects. Clause to be agreed with the Council via email; and
- Under Organised Events, Clause 5: remove the wording ‘from For Profit/Commercial organisations’ for event applications that may be subject to a hire charge.

## 208/22 HM the King's Coronation

### a) To consider hire agreement and hire fee for the village hall

RESOLVED that the hire agreement and hire fee of £140 be approved.

### b) To review and approve event and fire risk assessments

RESOLVED that the event and fire risk assessments be approved.

## 209/22 Consultations

### a) To consider responding to the Five Estuaries Stage 2 Consultation

Cllr. Wynn offered to attend the Five Estuaries Offshore Wind Farm’s public drop-in event at the Venture Centre on the 14<sup>th</sup> April 2023 and to respond to the consultation survey on behalf of the Council.

## 210/22 Finance

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

The clerk had circulated the finance reports and monthly bank reconciliation in advance. The current account held £1,104.13 as at the 31st March 2023 and the savings account £83,167.95. The full year end accounts will be reviewed by the Full Council in May following review by the Finance Committee and Internal Auditor. It was RESOLVED that the bank reconciliation be approved.

### b) To approve payment of invoices received in accordance with the 2023/24 budget

It was RESOLVED that the following payments be approved:

Payee	Net £	VAT £	Gross £
Barclaycard (Coronation bouncy castle, padlock, Office 365, SLCC annual fee, moneyssoft)	746.77	0.00	746.77
Webfactory (website hosting)	16.64	3.33	19.97
Playquip (playground maintenance)	579.00	115.80	694.80
EALC (annual membership fee)	395.43	0.00	395.43
Cllr. Wynn (annual printing expenses)	24.00	0.00	24.00
J F Tree Specialist Ltd (tree surgery)	550.00	110.00	660.00
BVH (hall hire Coronation)	140.00	0.00	140.00
Tendring District Council (cemetery litter bin emptying)	208.40	0.00	208.40
L Djuve-Wood (reimbursement train travel Littleport)	31.20	0.00	31.20
L Djuve-Wood (salary)	1,557.81	0.00	1,557.81
HMRC (tax/NI)	419.55	0.00	419.55

NEST (pension)	95.01	0.00	95.01
<b>Total:</b>	<b>4,763.81</b>	<b>229.13</b>	<b>4,992.94</b>

**211/22 Items from councillors to be added to the next agenda**

- a) To reconsider whether or not to proceed with the proposed Quiet Lanes project.
- b) To review the 2023 Corbeau Seat Rally

**212/22 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

Implementation of the wildlife habitat suggestions from the Essex Wildlife Trust will have a positive impact on the environment.

**213/22 To note the date and time of the next meeting**

A Finance Committee meeting has been scheduled for Tuesday 25<sup>th</sup> April 2023 at 7:30 p.m. The next Full Council meeting is scheduled for Tuesday 16<sup>th</sup> May 2023 at 7:30p.m.

There being no further business the Chair closed the meeting at 8.19 p.m.

Signed ..... Chair      Dated .....