



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 1st February 2022 at 7.30 p.m.

Present: Cllr. K. Wynn (Chair) Cllr. K. Burton (Vice Chair)
Cllr. R. Scott Cllr. A. Coley
Cllr. R. Mitcham Cllr. T. Weal
In Attendance: 6 members of the public L. Djuve-Wood (Clerk)

There is currently one vacant seat on the Parish Council.

116/21 Apologies for Absence

Apologies for absence were received from Cllrs. Gunter and Osborne.

117/21 Declarations of Interest

There were no declarations of interest.

118/21 Minutes of the Previous Meeting

RESOLVED that the minutes of the Full Council meeting held on the 7th December 2021 be approved as a correct record and signed by the Chair.

119/21 Public Participation

There were five members of the public present.

A resident requested that when discussing agenda item 9 b) (minute item 124/21 b)) that the parish council consider allowing members of the public access to the car park with their dogs if parking to use the local footpaths.

Another resident noted that the Grapevine magazine still states that the parish council hold their meetings at the Bradfield Methodist Church. Cllr. Wynn noted the observation and said that she would contact the Grapevine editor.

120/21 District and County Councillor Reports

The District report had been received and circulated to all councillors with Cllr. Wynn providing a brief summary to the parish council and members of the public in attendance. The clerk noted that she would circulate the County report as soon as it had 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

121/21 Clerk's Report

The clerk had circulated the clerk's report in advance. She reported that she was still trying to locate some of the deeds required to complete the new BVH lease for the village hall and suggested she contact the Essex Records Office to see if they may have been deposited with them.

Cllr. Wynn noted an e-mail received from Essex Highways informing the parish council that the LHP scheme to improve the Wix Road junction had been cancelled due to the location of a gas main.

122/21 To receive councillor / working party brief reports

Cllr. Wynn reported that a site visit with County Cllr. Guglielmi had taken place at Mill Lane to discuss the flooding issues and that ECC Highways had since visited the site. The clerk was asked to follow up with County Cllr. Guglielmi regarding ECC progress.

Cllr. Coley had attended a TDALC meeting and noted discussions had taken place regarding a planning application for a proposed battery storage facility adjacent to the Lawford substation on the borders of Ardleigh, Lawford and Little Bromley as well as a separate approach to Ardleigh Parish Council by North Falls Offshore who are seeking major expansion for new power substations. The latter require large areas of land dug up for cables. Local authorities will likely have no say in the final outcome as the decision is being made by the Secretary of State.

Cllr. Burton provided an update from the Queen's Jubilee working party and noted that event planning is going well.

Cllr. Scott had contacted the Corbeau Seat Rally organisers asking if they will cover the costs of the newly planted replacement trees at the Recreation Ground but noted that he was still awaiting a response.

123/21 Highways/Environment

a) To consider turning down the wattage for LED street lights

It was **RESOLVED** that the clerk contact A&J requesting that street light 9025 be turned down to the lowest wattage setting. Councillors are to determine the brightness of the other LED street lights at night time to establish whether the wattage should be reduced or not.

b) To consider additional cost of approx. £2,500 from UK Power Network for road closure to enable the electrical connection of street light 9015, Steam Mill Road

It was **RESOLVED** that the clerk contact A&J querying this quote further as it was considered that the £2,500 should have formed part of UK Power Network's original quotation. The parish council would in particular like to know why a road closure is needed to connect street light 9015 when it was not needed for street light 9017 which is situated on a much narrower stretch on Heath Road.

c) To consider date and time for the Spring Litter Pick

It was **RESOLVED** that the spring litter pick be arranged for Saturday the 5th March 2022 at 10 a.m. The clerk was asked to arrange to borrow litter picking equipment from TDC.

124/21 Amenities

a) To consider projects for the 2022/2023 Estio Solar Farm Income

It was **RESOLVED** that £2,126 of the £4,163.74 2022/23 Estio Solar Farm Income be spent on the remaining costs of the new accessible wheelspin at the Recreation Ground.

b) To consider amending the Bradfield Recreation Ground Byelaws to ensure dogs cannot enter the grounds

It was **RESOLVED** that the parish council obtain a dog control order rather than amend the existing byelaw. It was agreed that dogs should be allowed in the car park so that members of the public can continue to park their cars there when walking dogs on nearby footpaths.

c) To consider installing a new contact / information sign at Mill Lane Cemetery

It was **RESOLVED** to purchase and install a new sign at Mill Lane Cemetery. The clerk is to liaise with Cllr. Scott.

d) To review the tree survey report provided by J F Tree Specialists for the Recreation Ground and Cemetery

It was **RESOLVED** that survey findings are to be actioned as follows:

- T1 Ash: crown to be fully reduced following monitoring this year of dieback;
- T9 Sweet Chestnut: no need to formatively change bowl shape;
- T23 Hawthorn: canopy to be lifted as per recommendation;
- T24 Damson: remove stake and tie;
- T27 – T32 Birch trees by access road: raise lower branches to 2.5 metres as per recommendation;
- T35 Purple Plum: remove deadwood later in the summer as per recommendation.

e) To consider request from members of the public to install a third defibrillator in Bradfield and the arrangement of further training sessions

It was **RESOLVED** to not install a third defibrillator at this point in time as the village already has two situated at either end of the village. The First Responders had recommended defibrillator training take place every six months going forward.

f) To consider HFL's costs for seed sowing and rolling at the new cemetery land

It was **RESOLVED** to accept HFL's quotation of £550 plus VAT to carry out the seed sowing and rolling. The clerk was asked to request that they also respray the land before sowing.

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

The clerk and Cllr. Gunter had carried out a trial playground inspection using the new PSS Live software. It was **RESOLVED** that their findings be dealt with as follows:

- To notify HFL of strimmer damage to some of the play equipment;
- To notify HFL of possible mower damage to one of the benches and request that they repair it if possible;
- To order a new bin from TDC replacing damaged bin;
- To remove COVID signs.

125/21 Planning Applications - To consider commenting on the following planning applications

a) 21/02154/FULHH, Proposed alteration of existing conservatory and add rear door in place of windows, removed link of the two rear extensions, Hallam Cottage, The Street, Bradfield, CO11 2US

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

b) 22/00034/FUL, Proposed construction of residential chalet style bungalow on the site, Plot Between Aloha and Kings Lodge, King Street, Bradfield, CO11 2RD

It was **RESOLVED** that the Council object to this planning application for the following reasons:

- The planning application which is for a four bedroom chalet style bungalow does not allow enough provision for parking and is not considered to be in line with design guidance;
- The full Local Plan has been approved for Tendring with Bradfield not being identified as an area needing additional development;
- There is no further need for infill development within Bradfield. There are several nearby newbuild development sites in the area and as such another newbuild housing development within Bradfield is considered to be excessive.

c) To discuss response from TDC to the Parish Council's letter of complaint regarding various planning matters

It was **RESOLVED** that the Council arrange a Microsoft Teams meeting with Mr Davidson, TDC Chief Executive, and Gary Guiver, TDC Planning Manager, to discuss the issues concerned.

126/21 Queen's Platinum Jubilee

a) To consider cost of stage for Sunday 5th June 2022

With a minimum £10 donation required to borrow the staging from the Manningtree Community Staging Trust, it was **RESOLVED** that the parish council offer a £50 donation.

b) To discuss request for seven trees to be planted in a circle marking each decade in HM the Queen's 70-year reign

It was **RESOLVED** that the parish council does not have a large enough plot of land to plant seven trees in a circle. Cllr. Wynn requested instead that an item to consider planting an avenue of trees along Steam Mill Road be added to the March agenda.

127/21 To discuss structural and communication concerns in relation to the BVH committee

Following a breakdown of communication between the parish council and the BVH as well as parish council concerns about the timing of the recent BVH AGM it was

RESOLVED that in an effort to improve communication and working relations going forward Cllr. Gunter as BVH representative and the clerk will liaise and communicate with the BVH. The parish council was pleased to learn that the BVH is to possibly hold another AGM in April at a day and time that allows more residents to attend. Praise was given to both the recent launch of the new BVH website and Facebook page and the hard work carried out by the committee.

128/21 To consider using PO Box for the Council's correspondence address

It was **RESOLVED** that the clerk arrange for a PO Box to be set up for parish council correspondence.

129/21 To consider invitation to become a 'corporate' member of the Manningtree & District/Frankenberg Partnership Association

It was **RESOLVED** to accept the invitation to become a 'corporate' member of the Manningtree & District / Frankenberg Partnership Association and to offer a £25 donation.

130/21 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 £10,311.28 as at the 31st January 2021 and the savings account £89,110.42. It was **RESOLVED** that the bank reconciliation be approved.

Cllr. Wynn noted that the parish council's 2022/23 precept request as discussed and approved at the November finance committee meeting and the December full council meeting respectively had been approved by TDC.

Cllr. Coley asked for confirmation that the finance committee meetings are open to members of the public which it was confirmed that they are.

b) To approve payment of invoices received in accordance with the 2021/22 budget

RESOLVED that the following payments be approved:

| Payee | Net £ | VAT £ | Gross £ |
|--|-----------------|---------------|-----------------|
| Npower (street light electricity supply) | 309.07 | 15.45 | 324.52 |
| Barclaycard (Various) | 350.96 | 0.00 | 350.96 |
| Webfactory (web hosting) | 14.99 | 3.00 | 17.99 |
| Hill Farm Landscapes (maintenance) | 940.00 | 188.00 | 1,128.00 |
| Hill Farm Landscapes (add grass cut) | 250.00 | 50.00 | 300.00 |
| A&J Lighting (new LED lamp) | 508.00 | 101.60 | 609.60 |
| L Djuve-Wood (salary) | 1,212.77 | 0.00 | 1,212.77 |
| HMRC (tax / NI) | 459.64 | 0.00 | 459.64 |
| NEST (pension) | 75.39 | 0.00 | 75.39 |
| Total: | 4,120.82 | 358.05 | 4,478.87 |

The clerk also noted the following invoices paid under delegated authority in January 2022:

| Payee | Net £ | VAT £ | Gross £ |
|---------------------------------------|--------|--------|----------|
| EON (street light electricity supply) | 190.39 | 9.52 | 199.91 |
| Barclaycard (Various) | 55.92 | 0.00 | 55.92 |
| Webfactory (web hosting) | 14.99 | 3.00 | 17.99 |
| Hill Farm Landscapes (maintenance) | 940.00 | 188.00 | 1,128.00 |
| Hill Farm Landscapes (trees) | 360.00 | 72.00 | 432.00 |
| St Lawrence Church (hall hire) | 75.00 | 0.00 | 75.00 |

| | | | |
|-----------------------------------|-----------------|---------------|-----------------|
| Playquip (deposit wheelspin) | 1,700.00 | 340.00 | 2,040.00 |
| JF Tree Specialists (tree survey) | 420.00 | 84.00 | 504.00 |
| Rialtas (accounting software) | 644.00 | 128.80 | 772.80 |
| Scribe (cemetery software) | 200.00 | 40.00 | 240.00 |
| L Djuve-Wood (salary) | 1,212.77 | 0.00 | 1,212.77 |
| HMRC (tax / NI) | 459.64 | 0.00 | 459.64 |
| NEST (pension) | 75.39 | 0.00 | 75.39 |
| Clr. S Gunter (paint goalposts) | 14.00 | 0.00 | 14.00 |
| Total: | 6,363.10 | 865.52 | 7,228.62 |

131/21 Items from councillors to be added to the next agenda

- a) To consider planting an avenue of trees along Steam Mill Road to mark the Queen's Platinum Jubilee
- b) To consider cost of Morris dancers for the Queen's Jubilee celebrations
- c) To consider cost of compere for the Queen's Jubilee celebrations

132/21 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change

The planting of wildflower seeds at the new cemetery land will have a positive impact on the environment.

133/21 To note the date and time of the next meeting

The next Full Council meeting is scheduled for Tuesday 1st March 2022 at 7:30 p.m.

There being no further business the Chairman closed the meeting at 8.35 p.m.

Signed Chairman Dated