



# 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 7<sup>th</sup> February 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. A. Coley	Cllr. J. Welsh
<b>In Attendance:</b>	5 members of the public	L. Djuve-Wood (Clerk)

### 167/22 Apologies for Absence

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

### 168/22 Declarations of Interest

There were no declarations of interest.

### 169/22 Minutes of the Previous Meeting

It was **RESOLVED** that the minutes of the Full Council meeting held on the 10<sup>th</sup> January 2023 be approved as a correct record and signed by the Chair.

### 170/22 Public Participation

There were five members of the public present. No matters were raised.

### 171/22 District and County Councillor Reports

District and County Councillor reports had not yet 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)

### 172/22 Clerk's Report

The clerk had circulated her report in advance. She noted that three members of the public had attended the defibrillator training that had been carried out by the Manningtree & Bradfield First Responders that morning at the Village Maid. She also noted that she was still awaiting the outcome from TDC for the War Memorial pre planning application and that she had chased a reply, originally due on the 18<sup>th</sup> January 2023.

Cllr. Wynn noted that the cabling for the broadband connection to the village hall had been installed but that the final connection still needs to be completed.

### 173/22 To receive councillor / working party brief reports

Cllr. Burton provided the Council with sample art work to be used for advertising for HM the King's Coronation celebrations taking place on the 6<sup>th</sup> May 2023. She also confirmed that Yore Mill Lane Bakery would be in attendance providing vegetarian meal options.

Cllr. Gunter noted that he had taken photos of various street signs in need of attention as per Cllr. Coley's recent Street Signs report and that he would share these with all councillors via Office 365.

Cllr. Wynn had created a poll on the Council's Facebook page requesting residents' views on the proposed boules court project.

Cllrs. Scott and Gunter had attended a Teams meeting with a representative from the Essex Wildlife Trust discussing their Wilder Towns Wilder Villages Project. Dates for an in person meeting are currently being considered.

## **174/22 Highways Environment**

### **a) To discuss reduction of speed limits within Bradfield to 20 mph**

The Council discussed whether there were any merits in joining the 20s Plenty campaign which is gaining momentum locally. Whereas the Council agreed that it would be worthwhile exploring the reduction of speed limits to 20 mph within Bradfield, particularly along the main route, it was not necessarily felt that the Council should align themselves with the 20s Plenty campaign. It was **RESOLVED** that residents views should be sought and that Cllrs. Wynn and Scott prepare a survey to be published on Facebook and via Office 365.

### **b) To consider damage caused by A120 diversion**

It was noted that through traffic, in particular lorries, originating from the latest A120 diversion route, had caused considerable damage to various verges within Bradfield, most notably Cansey Lane. County Cllr. Guglielmi had been contacted and the Council await his response.

### **c) To consider setting a date for the Spring litter pick**

It was **RESOLVED** that the Spring litter pick be scheduled for Saturday the 11<sup>th</sup> March 2023 at 9:45 a.m. for a 10 a.m. start.

## **175/22 Amenities**

### **a) To consider quotations for grasscutting and maintenance contract**

The Council had received four quotations ranging from £8,888 to £14,300 plus VAT. It was **RESOLVED** that the Council award the contract to Environmental Design with a starting date of 1<sup>st</sup> April 2023.

### **b) To consider location and quotations to install cemetery noticeboard**

It was **RESOLVED** that the new Cemetery Noticeboard be located on the gravel path on the right hand side of the cemetery bin. The Council had received three quotations for its installation ranging from £64 to £180 plus VAT. It was **RESOLVED** that the Council instruct Tigerlily Landscapes to install the noticeboard.

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

Cllr. Wynn commented on the following findings by J F Tree Specialists:

- T6: Oak, dead canopy, replace as soon as possible;
- T7: Beech, dead tree, replace as soon as possible;
- T9: Sweet Chestnut, remove epicormic from the base and formatively prune, Council agreed not necessary;
- T12: Ash, remove two broken branches as soon as possible;
- T14: London Plane, remove low branches to 3m, Council agreed not necessary;

- T15: Ash, remove low branches to 3m, Council agreed not necessary;
- T16: Beech, remove low branches to 3m, Council agreed not necessary;
- T27-32: Birch, lift lower branches to 2.5m;
- G3: Mix of fruit trees, fourth tree from entrance is dead and needs replacing as soon as possible. Cllr. Wynn to check variety.

**d) To discuss outcome from TDC Pre Planning application submitted for the proposed War Memorial restoration project**

This item was deferred to the March meeting as the Clerk had not yet received a response from TDC.

**e) To consider instructing RoSPA to carry out the annual playground inspection**

At a cost of £75 plus VAT to inspect up to five items of playground equipment plus an additional £3.50 plus VAT per extra item, it was **RESOLVED** that the Council instruct RoSPA to carry out the next Annual Playground Inspection and that it be scheduled for April 2023.

**f) 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.

Cllr. Wynn noted that the insulation pollution issue was on-going and that she was still awaiting information from the contractor as to what the substance is made of as well as who the regulating body is for their industry. Cllr. Wynn had also contacted TDC about the pollution but they had not been very helpful. The clerk was asked to pass the Council's pollution complaint on to District Cllr. Fairley.

The clerk had that afternoon received a quotation from Playquip to carry out various maintenance work, including the repair of the delamination of the Ixo Unit, replacing missing caps and rub down splintering sections of the Junior Climbing Frame; fit caps on exposed gate bolts, replace damaged rope handle on Zip Wire and fill large knot and replace missing bolt on Maxi Hex Climber. The quotation totalled £579.00. The Clerk was asked to instruct Playquip to carry out the repairs as soon as possible.

## 176/22 Planning Applications

**a) To consider commenting on planning application 22/02126/FUL, Proposed change of use from Class C2 'Boarding School' to Class S 'Sui Generis' (Large House in Multiple Occupation). First floor only, comprising ten bedrooms. Jacques Hall School, Harwich Road, Bradfield, CO11 2XW**

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

**b) To consider commenting on planning application 23/00029/FULHH, Proposed single storey front extension and two storey rear extension for private use, Fairview, Steam Mill Road, Bradfield, CO11 2QY**

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

**c) To consider commenting on planning application 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, CO11 2QP**

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

- It is outside the settlement development area;
- It is an overdevelopment of a small barn;
- There are safety issues with the narrow lane;
- The barn is very close to the host dwelling.

**d) To consider commenting on planning application 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, CO11 2UP**

It was **RESOLVED** that the Council make the following observations on this planning application:

- The proposal would require moving the village sign situated at the entry/exit point to the property;
- The application indicates that some of the property boundary incorporates Highways owned land.

**e) To consider commenting on planning application 23/00164/FULHH, Proposed detached outbuilding, Mill Lane Nursery, Mill Lane, Bradfield, CO11 2QP**

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

- It is an overdevelopment of the site;
- The proposed building is too dominant in this area.

## 177/22 Constitution

**a) To consider putting together a parish council action plan**

It was **RESOLVED** that an Action Plan be prepared for review at the March meeting.

**b) To consider Mill Lane Cemetery Data Protection policy**

It was **RESOLVED** that the Mill Lane Cemetery Data Protection policy be approved.

## 178/22 Consultations

**a) To consider commenting on Tendring District Council's Independent Remuneration Panel Review**

It was **RESOLVED** that the Council has no comment on this consultation. Cllr. Coley also noted that TDC's recommendations had already been approved prior to the provided consultation deadline.

## 179/22 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 £2,734.00 as at the 31st January 2023 and the savings account £92,053.65. The latest Barclaycard statement had a balance of £334.13 payable at this meeting. It was **RESOLVED** that the bank reconciliation be approved.

**b) To note the Finance Committee's latest financial review and draft meeting minutes**

The Finance Committee had met on Tuesday the 24<sup>th</sup> January 2023 to review the Council's YTD finances. The draft minutes of the Finance Committee meeting along with

all financial reports had been issued to all councillors ahead of the February full council meeting for their information.

**c) To approve payment of invoices received in accordance with the 2022/23 budget**  
It was **RESOLVED** that the following payments be approved:

<b>Payee</b>	<b>Net £</b>	<b>VAT£</b>	<b>Gross £</b>
Npower (electricity supply January)	190.30	9.52	199.82
Barclaycard (end Caps, zip wire seat/rope combination, defib signs, Office 365)	334.13	0.00	334.13
Webfactory (website hosting)	16.64	3.33	19.97
Hill Farm Landscapes (grasscutting and maintenance)	940.00	188.00	1,128.00
A&J (street light call out / repair 9026)	524.00	104.80	628.80
J Fryer Tree Specialist (annual tree survey)	380.00	76.00	456.00
SLCC (training)	30.00	6.00	36.00
Tendring Brass Band (HM King's Coronation)	200.00	0.00	200.00
Cllr. S Gunter (TEN HM the King's Coronation)	21.00	0.00	21.00
County Broadband (cable installation Village Hall)	1,500.00	0.00	1,500.00
M'Tree Commt Staging Trust (staging HM King's Coronation)	50.00	0.00	50.00
L Djuve-Wood (salary)	1,557.61	0.00	1,557.61
HMRC (tax/NI)	419.75	0.00	419.75
NEST (pension)	95.01	0.00	95.01
<b>Total:</b>	<b>6,258.44</b>	<b>387.65</b>	<b>6,646.09</b>

**180/22 Items from councillors to be added to the next agenda**

a) To consider the installation of a Multi-Use Games Area at the Recreation Ground

**181/22 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

It was noted that the replacing of dead trees and a possible reduction of speed limits to 20 mph would have a positive impact on carbon footprint and the climate.

**182/22 To note the date and time of the next meeting**

The next Full Council meeting is scheduled for Tuesday 7<sup>th</sup> March 2023 at 7:30p.m. This will be preceded by the Annual Parish Assembly at 7:00 p.m.

There being no further business the Chair closed the meeting at 8.29 p.m.

Signed ..... Chair Dated .....