



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 7th March 2023 at 7.30 p.m.

Present:	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. V. Osborne
In Attendance:	6 members of the public	L. Djuve-Wood (Clerk)

183/22 Apologies for Absence

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

184/22 Declarations of Interest

There were no declarations of interest.

185/22 Minutes of the Previous Meeting

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

186/22 Public Participation

There were six members of the public present.

Frustrations were expressed by two residents regarding an email sent to Harwich Runners requesting that any members using the Bradfield Recreation Ground keep to the perimeter of the field avoiding the football pitch and play area. This followed track formations having been noticed at the grounds by the Chair and clerk the previous week. Clarifications were sought regarding the issues at hand, why Harwich Runners were contacted and what the criteria are for people using the Recreation Ground. It was explained to the Council that whereas the users are all members of Harwich Runners they are an independent and informal local group and as such it was felt that the communication had been misdirected. Cllr. Wynn explained that the communication was very benign, that the Council was not aware that they were an independent group and that the Council has no issues with them using the field as long as they keep to the perimeter.

A local resident and member of the Manningtree Mermaids and SWiM: Safe Water in Manningtree was in attendance. The latter was established to apply for designated bathing water status at Manningtree Beach and the resident was seeking support on behalf of the group from the Parish Council as a key stakeholder for their campaign. If support was to be given and the subsequent application approved by Defra, the water at Manningtree Beach will be tested regularly for E.Coli and other harmful pollutants. It was agreed that the matter be put on the Council's May agenda for discussion.

187/22 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

188/22 Clerk's Report

The clerk had circulated her report in advance. She noted that the long awaited village gateways are to be installed by Rose Builders on the 15th and 16th March. She also informed the Council that the meeting between Essex Wildlife Trust and Cllrs. Wynn, Gunter and Scott to discuss options for the Wilder Towns Wilder Villages project had been rearranged for the 30th March at 11 a.m.

189/22 To receive councillor / working party brief reports

There were none.

190/22 Highways Environment

a) To consider reply to correspondence received from Place Services regarding Tendring District Council commissioned appraisal of Bradfield Conservation Area

Cllr. Coley noted that in addition to the currently small conservation area within Bradfield, the Parish Council should suggest that Place Services also look at considering other areas within the parish of Bradfield for conservation status, in particular the area surrounding Cansey Lane. Concerns were also noted regarding The Strangers Home and conservation area compliance, in particular the Leylandii hedge that was planted along the front of the property and which is overgrowing as well as some surface and signage issues where consent may not have been sought. It was **RESOLVED** that the clerk pass these comments on to Place Services.

b) To note and discuss increase in dog fouling within the village

Cllr. Wynn stated that there had been a marked increase in dog fouling within the village, particularly on the pavements leading up to the primary school, increasing the chances of people treading in it, bringing it in to the school, homes and so on. It was **RESOLVED** that a notice be put on Facebook and in the Chair's upcoming Grapevine report to bring attention to the matter.

191/22 Amenities

a) To consider quotations for tree surgery at the Recreation Ground

Four quotations had been received to carry out tree surgery at the Recreation Ground. It was **RESOLVED** that the Council accept the lowest quotation at £550 plus VAT from J. F. Tree Specialist Ltd. The Council had also received quotations to replace the dead trees noted in the recent tree inspection report. It was agreed that the Council defer replacing any dead trees until the autumn and that they carry out the replacement tree planting themselves.

b) To discuss TDC Pre Planning advice for proposed War Memorial restoration project

Having consulted with Essex County Council Place Services in order to provide the Parish Council with further heritage advice, a letter received from TDC's planning department noted that while there is generally no objection to gentle cleaning and sympathetic repairs, including repointing, mortar repairs and stone indent repairs where required, they agree with the War Memorial Trust and believe that the replacement of original stone panels is

not appropriate. Alternative solutions were offered including re-cutting existing letters and the installation of a plaque or sign in proximity to the memorial, listing names and dates. Where stone replacement is considered the only viable option, sample of proposed stone to match existing would need to be submitted for approval before any works start on site.

It was **RESOLVED** that in the first instance the clerk arrange a meeting by the War Memorial between the War Memorial Trust, the Parochial Church Council, TDC's planning officer and the Parish Council to discuss viable options and to try and agree a suitable way forward.

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

It was **RESOLVED** that a working party be created in the first instance consisting of Cllrs. Wynn, Gunter and Osborne to research costs involved in both building and maintaining a Multi-Use Games Area, including lighting options.

d) To consider feedback received from members of the public regarding boules court project

Feedback from members of the public regarding the boules court had been received via one email and via a Facebook poll. The email objected to the Council's proposal to reduce the size of the pitch. The poll received a total of 84 votes with 26% stating they would like to see a pitch installed and would use it, 58% stating they would like to see a pitch installed but would not use it, and 16% stating they would not like to see a pitch installed. Not being convinced that a boules court will get much use by the wider community, it was **RESOLVED** to abandon the project.

e) To consider and approve Best Kept Playing Field competition form

Cllr. Wynn proposed entering categories 2 (for playing fields serving communities of fewer than 2,500) and 3 (for children's playgrounds whether on or off playing fields, but judged apart from any playing field on which they are situated) at a total cost of £10. It was **RESOLVED** that the two categories be entered with the form signed and returned to the Essex Playing Fields Association.

f) To consider event hire charge for the Recreation Ground

A request had been received via the BVH to erect a marquee on the Recreation Ground for an upcoming private event in July. As the grounds cannot be hired out for exclusive use and as the proposed event timings include late evening hours, it was **RESOLVED** to not grant permission.

g) 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 Playquip had recently visited to carry out various play equipment repairs.

192/22 Constitution

a) To review and consider the Parish Council Action Plan for the year 2023/24

It was **RESOLVED** that the Parish Council Action Plan for 2023/24 be approved.

193/22 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 £1,290.91 as at the 28th February 2023 and the savings account £87,053.65. The latest Barclaycard statement had a balance of £748.62 payable at this meeting. It was **RESOLVED** that the bank reconciliation be approved.

b) To approve payment of invoices received in accordance with the 2022/23 budget

It was **RESOLVED** that the following payments be approved:

Payee	Net £	VAT£	Gross £
Npower (electricity supply February)	165.38	8.27	173.65
Barclaycard (cemetery noticeboard, defib poster, Office 365)	748.62	0.00	748.62
Webfactory (website hosting)	16.64	3.33	19.97
Hill Farm Landscapes (grasscutting and maintenance)	940.00	188.00	1,128.00
R&S Builders (cemetery fence)	290.00	0.00	290.00
R&S Builders (sign installation)	220.00	0.00	220.00
EALC (training Cllr. Welsh)	180.00	36.00	216.00
ICCM (training clerk)	135.00	27.00	162.00
Rialtas (annual software fee)	198.04	39.61	237.65
Autoprint (via T. Cutter) (flyers coronation)	52.55	0.00	52.55
Serious Print Group (2 x playground signs)	84.00	16.80	100.80
Scribe (annual software fee)	240.00	48.00	288.00
Royal Mail (annual PO box fee)	250.00	50.00	300.00
L Djuve-Wood (salary, including taxable portion annual working from home allowance)	1,677.93	0.00	1,677.93
L Djuve-Wood (non-taxable portion annual working from home allowance)	312.00	0.00	312.00
HMRC (tax/NI)	505.85	0.00	505.85
NEST (pension)	108.17	0.00	108.17
Essex Playing Fields Association (entry fee Best Kept Playing Field competition)	10.00	0.00	10.00
Total:	6,134.18	417.01	6,551.19

194/22 Items from councillors to be added to the next agenda

- a) To add a standing item on the agenda to discuss on-going planning matters
- b) To review and approve Recreation Ground Policy

195/22 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change

Tree planting and tree surgery will have a positive effect on carbon footprint and the environment.

196/22 To note the date and time of the next meeting

The next Full Council meeting is scheduled for Tuesday 4th April 2023 at 7:30p.m.

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

Signed Chair Dated