



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 2nd November 2021 at 7.30 p.m.

Present: Cllr. K. Wynn (Chairman) Cllr. R. Scott
Cllr. R. Mitcham Cllr. S. Gunter
Cllr. T. Weal Cllr. V. Osborne
In Attendance: 3 members of the public L. Djuve-Wood (Clerk)

There is currently one vacant seat on the Parish Council.

76/21 Apologies for Absence

Apologies for absence were received from Cllrs. Coley and Burton.

77/21 Declarations of Interest

Cllr. Mitcham declared an interest in agenda item 11 a) (minute ref 86/21a)), Planning application 21/01621/DISCON, Discharge of conditions 3 (hard and soft landscaping) , 4 (Arboricultural Method Statement), 6 (Vehicular Turning Facility) and 12 (Construction Management Plan) of application 19/01937/FUL (Appeal 20/000014/REFUSE), Fieldley House, Steam Mill Road, Bradfield, CO11 2QX being close acquaintances of the neighbouring inhabitant.

78/21 Minutes of the Previous Meeting

RESOLVED that the minutes of the Full Council meeting held on the 5th October 2021 be approved as a correct record and signed by the Chairman.

79/21 Public Participation

There were three members of the public present, including a representative from Corbeau Seats Rally 2022.

A member of the public queried whether or not the Parish Council's letter of complaint regarding various planning matters had been sent to Tendring District Council yet. Cllr. Wynn confirmed that this was yet to be carried out. Questions were also asked about the order of agenda items, in particular Public Participation, as well as Agenda Item 15b, to consider an S137 donation request from Essex & Herts Air Ambulance.

80/21 Visit from Corbeau Seats Rally 2022 Representative

Residents Liaison Manager, Mr Stanley Graham, provided the Council with a brief update on the plans of the upcoming Corbeau Seats Rally which will be taking place on the 23rd and 24th April 2022. Mr. Graham noted that the route will be the same as for the last rally and acknowledged the Council's previous concerns of carbon offsetting and speed awareness. Carbon offsetting is being emphasised and has now been adopted by international motorsport throughout and specifically Motorsport UK, the governing body for four-wheeled motorsport in Britain. The rally organiser has to demonstrate what they are doing in terms of carbon offsetting or they won't get a permit for the event. Mr. Graham stated that as such they have gone through a process of calculation trying to identify approximately how much carbon will be generated from the event. To aid with

carbon offsetting the organiser is looking at donating to either local initiatives or the Essex Forest Initiative. In terms of speed awareness they have previously been in touch with the local speed awareness group who was very helpful. The organiser is in the process of creating an information booklet which will be handed to all residents living on roads that will be closed during the rally or on access roads.

Cllr. Wynn noted that the Council had already planted some trees and asked whether a donation towards carbon offsetting would be possible for completed projects. Mr. Graham stated that although he could not guarantee this, if the Council was to send a costing proposal to the organiser they would certainly consider it.

Cllr. Scott asked if the viewing area would be the same as the last time which Mr Graham confirmed. Cllr. Scott also raised concerns about a previous lack of warning of road closures. Whereas there had been signs in the area stating that roads would be closed for the rally they did not specifically state which roads would be affected. Mr Graham replied that he would raise this with each stage commander requesting that they ensure signs are up and that the information provided is clear.

81/21 District and County Councillor Reports

The District report had been received and circulated to all councillors. The clerk noted that she would circulate the County report as soon as that had been received.

The district report contained information on the latest coronavirus data, planning applications received and determined as well as an update from the TDC Local Plan Report on housing supply position and housing trajectory.

Members of the public can access full district and county reports via the Parish Council's website www.bradfieldparishcouncil.org.uk/news-reports/district---county-reports

82/21 Clerk's Report

The clerk had circulated the clerk's report in advance. She noted that Hill Farm Landscapes had completed the preparation of the new cemetery land and recreation ground for the upcoming hedge planting; that the Charity Commission had updated its website acknowledging the changes to the Bradfield Allotment and Recreation Ground Charity Scheme and that Rose Builders had submitted the final drawings of the village gates to their supplier with installation now likely to take place in March/April 2022.

Cllr. Wynn suggested approaching HFL regarding sourcing and planting the perennial seeds at the new cemetery land. She also noted that the LTEN192011 scheme at Clacton Road, Mistley had been completed.

83/21 To receive councillor / working party brief reports

Cllr. Wynn requested that the Council source a copy of the Bradfield Village Hall constitution and that the clerk arrange a meeting between the Council and the BVH to discuss communication going forward.

Cllr. Gunter provided an update from the latest Queen's Platinum Jubilee working party meetings. He noted that the timings for the 2nd June beacon lighting will be from 8 p.m. to 10:00 p.m. with the beacon being lit at 9:15 p.m. by a deputy Lord Lieutenant and possibly followed by a fireworks display arranged by the BVH. The 5th June celebrations will start at 2 p.m. and finish at 8 p.m. Crumb and Brew and Chris's Ices have been confirmed for both dates with the clerk awaiting final confirmation from the Riverside Fish

and Chips van. The clerk had informed the Queen's Platinum Jubilee Beacon's Pageant Master of the Council's participation in the beacon lighting.

84/21 Highways/Environment

a) To discuss highways issues, including potholes, road closures, diversion routes and signage

Cllr. Wynn referred to an e-mail received prior to the meeting via District Cllr. Fairley from Essex County Council's Chief Executive Mr. Gavin Jones, providing an update on various highways issues raised. Mr. Jones had noted that in regards to the overgrown vegetation at the Steam Mill Road / B1035 junction, having checked ECC's map layers for the location, he believed that the vegetation is on private land and as such falls under the responsibility of the adjacent landowner. He also noted that the removal of the mud on Mill Lane is a matter for street cleaning, a function of the district council rather than the county council. He had reminded ECC's maintenance team that where road work is being planned in advance, warning boards for road closures must be erected prior to commencement of work.

The clerk was asked to contact County Cllr. Guglielmi to assist with the various matters, in particular Mill Lane which needs urgent attention.

85/21 Amenities

a) To consider consulting with the War Memorial Trust regarding suitability of War Memorial restoration proposal

It was **RESOLVED** that the Council would like to consult with the War Memorial Trust regarding the suitability of the War memorial restoration as suggested by the Diocesan Advisor Committee. Wood for Stone had verbally confirmed that their quotation and schedule of works will be ready by the beginning of December. Cllrs. Osborne and Coley are to liaise with Mr Barrow, Churchwarden and Treasurer at St Lawrence Church.

b) To consider risk assessments for the Recreation Ground / Playground and discuss regular inspection regime

The clerk had been advised by TDC that as a risk assessment forms part of the annual playground inspection a separate risk assessment of the playground should not be necessary. TDC is not able to carry out third party quarterly operational playground inspections but had recommended Playquip who in turn had quoted £140 plus VAT per visit without a risk assessment and £190 plus VAT per visit with a risk assessment. It was **RESOLVED** that the Council instruct Playquip to carry out operational inspections at £140 per visit three times a year with TDC carrying out the annual inspection, the latter which includes the risk assessment. The clerk was asked to seek quotes for a professional risk assessment to be carried out for the recreation ground as a whole along with the cemetery.

The clerk had also been in touch with PSS Live regarding their playground inspection software who had recommended their Pay As You Go package of £3 per inspection logged. They had offered to carry out a demonstration of the software at 10 a.m. on the 16th November. It was **RESOLVED** that the Council subscribe to the software and that the clerk and Cllr. Gunter attend the demonstration.

c) To consider carrying out annual tree inspections at the Recreation Ground

It was **RESOLVED** that a tree inspection at the recreation ground be carried out as soon as possible. The clerk was asked to contact North Essex Tree Services to check their availability to carry out the survey and any recommended work, including the potential felling of the Ash tree situated in the old pre-school garden.

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

No new issues had been reported.

86/21 Planning Applications - To consider commenting on the following planning applications

a) 21/01621/DISCON, Discharge of conditions 3 (hard and soft landscaping) , 4 (Arboricultural Method Statement), 6 (Vehicular Turning Facility) and 12 (Construction Management Plan) of application 19/01937/FUL (Appeal 20/000014/REFUSE), Fieldley House, Steam Mill Road, Bradfield, CO11 2QX

Whereas it was **RESOLVED** that the Council have no comment on this planning application, the clerk was asked to e-mail the planning officer querying about visibility splays.

b) 21/01742/FUL, Proposed change of use of ancillary annexe accommodation (currently linked to Fairways, formerly Holt Tye) to create 1 no. separate dwelling unit, Fairways Annexe, Holt Tye, Windmill Road, Bradfield, CO11 2QS

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

c) 21/01755/TCA, 1 No. Twisted Willow - remove as rotten, Myrtle Cottage, The Street, Bradfield, CO11 2US

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

87/21 To consider quotes for the manufacture of a beacon for the Queen's Platinum Jubilee

The clerk had sought three quotes for the manufacture of a beacon ranging from £3,321.00 plus VAT to £7,814 plus VAT. It was **RESOLVED** to dismiss the higher quote. The clerk was asked to go back to the other two contractors, NTS Steel Work and David Taylor Engineering Ltd, requesting additional costs for another basket to be fitted within the main basket as well as inscribing E II R 1952-2022 on the hanging shield. The clerk was also asked to seek clarification from David Taylor Engineering whether or not installation is included in their quoted price.

88/21 To consider any proposals / ideas from the Parish Council's Queen's Platinum Jubilee working party

Cllr. Weal had been in contact with the local band Revolver who had offered to play for two hours from 6 p.m. to 8 p.m. on Sunday 5th June 2022 at a cost of £380. It was **RESOLVED** to accept the quote and confirm the booking.

89/21 Consultations:

a) To consider commenting on Tendring District Council's Draft Gambling Licensing Policy Statement 2022 – 2025

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

b) To consider responding to Highways England's 'Vision for Route Strategies – Planning for the future of our roads'

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

90/21 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 £5,629.64 as at the 1st November 2021 and the savings account £101,108.16. It was **RESOLVED** that the bank reconciliation be approved.

b) To consider S137 donation request from Essex & Herts Air Ambulance

It was **RESOLVED** that an S137 donation of £500 be given to the Essex & Herts Air Ambulance.

c) To approve payment of invoices received in accordance with the 2021/22 budget and to note payments made under delegated authority in August 2021

RESOLVED that the following payments be approved:

Payee	Net £	VAT£	Gross £
EON (PAID)	190.39	9.52	199.91
Barclaycard (Various, less £35.75 credit showing on next month's statement)	135.37	0.00	135.37
Webfactory (Website hosting)	14.99	3.00	17.99
Hill Farm Landscapes (Maintenance)	940.00	188.00	1,128.00
Hill Farm Landscapes (Hedge cutting)	1,200.00	240.00	1,440.00
Tendring District Council (Cemetery bin)	491.49	0.00	491.49
Environmental Design (Jubilee bench cleaning / oiling)	97.00	19.40	116.40
L Djuve-Wood (Salary)	1,026.90	0.00	1,026.90
HMRC (Tax/N.I.)	326.73	0.00	326.73
NEST (Pension)	55.06	0.00	55.06
Essex & Herts Air Ambulance (S137 Donation)	500.00	0.00	500.00
Total:	4,977.93	459.92	5,437.85

91/21 Items from councillors to be added to the next agenda

There were none.

92/21 To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change

No impact was noted.

93/21 To note the date and time of the next meeting

The next Full Council meeting is scheduled for Tuesday 7th December 2021 at 7:30 p.m. A Finance Committee meeting will be held on Tuesday 23rd November at 7:30 p.m.

94/21 Exclusion of press and public - To resolve that the press and public be excluded from the remainder of the meeting due to confidential business under the Public Bodies (Admissions to Meetings) Act 1960, S. 1(2)

It was **RESOLVED** that the press and public be excluded from the remainder of the meeting as the discussion involves information of a personal and sensitive nature.

95/21 To consider officer and member support of planning issues

After careful consideration it was **RESOLVED** that Tendring District Council be notified of a lack of officer and member support of planning issues.

There being no further business the Chairman closed the meeting at 9.29 p.m.

Signed Chairman Dated