BRADFIELD PARISH COUNCIL

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Minutes of the Bradfield Parish Council Meeting held in St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 6th October 2026 at 7:30 pm.

Present:	Councillors Cunningham, Knights, O Osbourne, V Osborne, Points, Thompson, Weal and Webb.
In the Chair:	Cllr Burton (Chairman)
Clerk:	Mrs Marie Snell
Also present:	15 members of the public, 0 members of the press Stuart Austin Chief Inspector 79055, Tendring District Commander of Essex Police

Cllr Burton welcomed new member to the council, Cllr Thompson.

91/26 Apologies for Absence

None

92/26 Members' Declaration of Interests

Other Registrable Interest from Cllr Burton regarding item 17b and will leave the meeting during this item.
Cllr Knights declared an Other Registrable Interest in all Item 17.
Cllr V Osborne declared an Other Registrable interest in 13a.

93/26 Minutes

Members **RESOLVED** that the Minutes of the Parish Council meeting held 1st September 2026 were approved as a correct record and signed by the Chairman.

94/26 Public Participation

Residents voiced concerns regarding the initial Tendring Local Plan changes from the first proposal in comparison to the new plan proposal. The clerk gave context to Planning process. The resident expressed severe concerns regarding Anglian Water's capacity. Residents raised concerns regarding the Call for Sites, the availability of such, wildlife, infrastructure, and the processes in which they can be objected to in participating in the consultation.
Cllr V Osborne encouraged all to take part in the consultation and make representation. This can be actioned by online form, post, email, and the details of how to participate are on the parish council and district council websites.

95/26 Town Planning Applications as per Schedule Issued by Tendring District Council

Members considered the below schedule of applications:

26/01285/FUL Land R/O The Nook Windmill Road Bradfield	Planning Application - Proposed construction of 2no 3-bedroom bungalows with single detached garages.	**No comment**

26/01399/WTPO Dolphins Windmill Road Bradfield	Works related to Tree Preservation Order (91/00007/TPO) - Mature Ash Tree - 50% Branch reduction.	**No comment**
26/01377/FULHH Triangles Station Road Bradfield	Householder Planning Application - Single storey link extension between existing bungalow and annex.	**No comment**

96/26 Tendring District Council Local Plan

Members considered TDC's Local Plan as part of the open public consultation with relevant reference to previous representation. Cllr Burton read aloud 11 questions regarding the proposal. Cllr Burton welcomed a resident who has worked with the parish council who spoke in depth about his knowledge of the proposal. Members **RESOLVED** to submit comments to Planning Policy and be published on the council website for information.

97/26 Notice of Conclusion of Audit 2025/26

Members noted receipt of the conclusion of the External Audit for year ended 31st March 2026. On the basis of the review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in the opinion that the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to the External Auditor's attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The clerk confirmed that there were no matters to address this year and therefore no plan of action was required. The Chairman thanked the clerk for all her hard work in achieving clear audits, both internal and external.

98/26 Letter of Support

Members **RESOLVED** to send a letter of support to Brantham Parish Council following recent tragic incident in the parish.

99/26/ District and County Councillor reports

Members noted Cllr Ferguson's report – to be published on council website.
Members noted Cllr Murray's correspondence regarding the clerk's enquiries of village road safety and the necessary road repairs. Some are expected for works in December 26.
Stuart Austin Chief Inspector gave a brief update regarding crime in the village, the beat of Bradfield, Wix and Wrabness are at around 6/7% of crimes within the district. With just 4 crimes across those areas in the last month and no burglaries or car crime in the last 3 months. Anti-Social Behaviour is generally low in these areas. Has been working with teams regarding speed calming with meetings around such, liaising with Cllr Murray to act upon speed calming measures, with ECC considering developing a new speed calming initiative.

100/26 Clerk's Report

Members noted the clerk's report.

101/26 Working Group Reports

Members received updates from the following working groups:

a. **Housing Needs** - Laura Atkinson's (RCCE) village walk-around is scheduled for 3rd November 2026 at 2.00 pm and expected to take approximately two hours.

102/26 Amenities

- No additional maintenance works have taken place.
- The zip wire and hip-hop equipment repairs remain in progress.
- Members received three quotations for the supply and installation of an outdoor table-tennis table at Bradfield Recreation Ground, ranging from £956 to approximately £4,000. Members **RESOLVED** to proceed with concrete base to cover full length of the table at cost of £1800

+VAT and **FURTHER RESOLVED** to proceed with Sovereign for the table tennis table at cost of £4371.72+VAT.

- Members received three quotations for the supply and installation for replacement of picnic tables and benches at Bradfield Recreation Ground, ranging from £4200 - £6980+VAT.The benches to be made from recycled plastic material and only one quotation includes the full removal of existing benches (Play Quip). Members **RESOLVED** to proceed with Play Quip for 2 A frame picnic tables, 1 A frame accessible picnic table and 3 benches. The 2 damaged benches will be removed with the rest remaining for extra seating and can be removed as and when required when necessary.
- Members received request from resident regarding the relinquishment of Exclusive Right of Burial and the clerk advised the Cemetery Fees and Regulations does not specify refund process so it is therefore at the council's discretion. Members **RESOLVED** to award refund at the full amount of £300.
- Members received request from WI to install a bench in the village and the clerk advised that dependent on where the bench is to be installed, permission should be sought from Essex County Council.

103/26 Contracts – Parish Works

Members considered the contract quotations (multiple) for the below (ongoing) works within the parish and **RESOLVED** to proceed with:

- Hedge Cutting Schedule (3year Contract) – Ian Allston Tree Works - £2100 +VAT per visit to include Winter 2026, Summer 2027, Winter 2027 and Summer 2028. Cllr V Osborne abstained.
- Cemetery Land Project – landscaping clearance – Great Oaktree Land Services at price of £491.28 +VAT to include all works as specified in the quote.

104/26 Finance

- Members received the monthly finance reports including monthly bank reconciliation figures (*previously circulated)*.
- Members **RESOLVED** to approve payment of invoices received in accordance with the 2026/2027 budget.
- Members noted emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4:
  - BAARGC Insurance for charity owned assets - £142.23
- The clerk advised that NJC have agreed a 3.3% pay award for 2026-2027 backdated to 1st April 2026 and members noted this information. Backpay was paid in September salary.

105/26 Items from councillors to be added to the next agenda

- TARCHON project

106/26 Date of Next Meeting

The next meeting of the council is to be held on **Tuesday 3rd November 2026 at 7.30pm** at **Church Room at St Lawrence Church, The Street, Bradfield, CO11 2US.**

107/26 Exclusion of public and press

Pursuant to Sub-Section 2 of Section 1 of the Public Bodies (Admission to 4 Meetings) Act 1960 members **RESOLVED** to close the meeting to the press and public for the transaction of the under-mentioned business:

- **Operational Correspondence and Staffing Protection**
- **Formal Complaint**

The Chairman closed the public part of the meeting at 8.39pm and owing to declaring an interest in item 17 (minute references 108/26 and 109/26), Cllr Knights left the room.

108/26 Operational Correspondence and Staffing Protection

Detailed discussion within clerk's meeting notes. Members **RESOLVED** to follow BPC's Vexatious Correspondence and Persistent Complaints Procedure and exercise stage 2 of the policy, which includes any capacity in which the individual acts.
Cllr Thompson abstained.

Owing to declaring an interest in item 17b (minute reference 108/26), Cllr Burton left the room at 8.57pm. Cllr V Osborne as Vice-Chairman, confirmed he would chair the remainder of the meeting.

109/26 Formal Complaint

Detailed discussion within clerk's meeting notes. Clerk offered in depth context regarding this matter. Members **RESOLVED** that the council is content that the clerk has actioned entirely within the realms of the Freedom of Information Act 2000 and provided recorded information held, the individual be referred to ICO for further guidance should they wish to proceed further. In accordance with the council's Complaints Procedure, this is the final word of the council on this matter.

The Chairman closed the closed session of the meeting at 9.13pm.

Signed **Dated**