



# BRADFIELD PARISH COUNCIL

*Clerk to the Council: Mr Sean Cooke*

PO Box 13233, Manningtree, Essex, CO11 2BD, Tel: 07851 760264

E-mail: [clerk@bradfieldparishcouncil.org.uk](mailto:clerk@bradfieldparishcouncil.org.uk)

**Members of the Council are hereby summoned to attend the Parish Council Meeting taking place in the Church Hall at St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 6<sup>th</sup> June 2023 at 7:30 p.m. for the purpose of transacting the following business.**

**Members of the press and public are welcome to attend. Please note that all meetings are recorded for minute taking purposes. Parish Council Minutes need only record resolutions and not discussion.**

**Sean Cooke**

*Sean Cooke*

**Clerk to Bradfield Parish Council**

**31<sup>st</sup> May 2023**

## AGENDA

- 1. Apologies for Absence** - To receive and approve any apologies for absence
- 2. To receive members declaration of interests on items that appear on the agenda**
- 3. Minutes** - Minutes of the Annual Parish Council meeting held on the 16<sup>th</sup> May 2023 to be approved and signed by the Chair.
- 4. Public Participation** - There will be 15 minutes available for this session where members of the public may address the Council, including items for discussion on the agenda. A maximum of 3 minutes per speaker will be permitted.
- 5. District and County Councillor Reports**
- 6. To receive the Clerk's progress report**
- 7. To receive councillor / working party brief reports**
  - a)** To review all working groups and members thereof
- 8. Highways/Environment**
  - a)** To discuss the Wilder Towns, Wilder Villages project, reviewing grass areas left to grow wild, and how to promote to residents
  - b)** To consider taking part in ECC Highways Salt Bag Scheme
- 9. Amenities**
  - a)** To discuss new play equipment project
  - b)** To consider using permanent markers for reserved cemetery plots until such time they are in use
  - c)** To consider request from BVH to carry out maintenance on benches outside village hall, at BVH expence

- d) To consider request from BVH for the Council to replace the Disabled Parking sign at the village hall and for disabled spaces to be marked
- e) To consider either treating older wooden benches or replacing with recyclable plastic alternatives
- f) To note protection of trees along The Street
- g) To receive and consider the weekly play equipment reports and note any maintenance carried out
- h) To receive and consider the annual playground report

**10. Planning Applications** - (please visit TDC's website to look at planning applications to be considered as per links provided)

- a) To consider commenting on planning application 23/00717/FULHH  
'Proposed first floor front extension, two storey front extension and single storey rear extension, Brook End, The Street, Bradfield, Manningtree, Essex, CO11 2UU'
- b) To note planning updates and discuss any outstanding planning matters

**11. Consultations:**

- a) To consider commenting on the North Falls Offshore Wind Farm:  
Statutory Consultation Section 42 of the Planning Act 2008 and/or Regulation 13 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 consultation

**12. Finance**

- a) To receive the monthly finance report, including monthly bank reconciliation figures
- b) To review, approve and sign section one, Annual Governance Statement, of the Annual Governance and Accountability Return 2022/2023
- c) To consider, approve and sign section two, Accounting Statements, of the Annual Governance and Accountability Return 2022/2023
- d) To consider quotations for the renewal of the Council's insurance cover and premium for 2023/2024
- e) To consider a grant request from the Rotary Manningtree Stour Valley towards their 2023 Christmas Market
- f) To approve payment of invoices received in accordance with the 2023/2024 budget
- g) To note and agree office equipment for new Clerk

**13. Items from councillors to be added to the next agenda**

**14. To consider whether resolutions from the current meeting have an impact on carbon footprint and climate change**

**15. To note the date and time of the next meeting**

**16. 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)

**17. To formally consider appointment of new clerk and sign contract**