

Bradwell with Pattiswick Parish Council

Clerk to the Council – Mrs. Theresa Trotzer Wilson
Bradwell Village Hall, Church Road, Bradwell
Braintree, Essex, CM77 8EP
Tel: 07934 214971 | Email: clerktohppc@outlook.com

5 November 2025

Dear Councillors,

I hereby give notice that you are summoned to attend the Parish Council meeting of the Bradwell & Pattiswick Parish Council.

This will take place on **Monday 10th November 2025, in the Village Hall, Church Road, Bradwell at 7.30pm** for the purpose of transacting the business shown on the agenda.

The public and press are welcome to be present.

Yours Sincerely,

Theresa Trotzer Wilson

Mrs Theresa Trotzer Wilson
Clerk & RFO to Bradwell with Pattiswick Parish Council

Distribution: Members of Bradwell with Pattiswick Parish Council as follows:

Councillors G Lockley, A Deighton, T Dunn, A Harding, C Evans, L Kinder, and M Turner.

Braintree District Councillors T Walsh and D Abram

Essex County Councillor R Playle

AGENDA

For the Parish Council meeting of the Bradwell with Pattiswick Parish Council on Monday 10th November 2025, in Bradwell Village Hall, Church Road, Bradwell at 7.30pm

ITEM	PRESENTER	SUBJECT	STATUS
25-6/136	Chair	WELCOME AND APOLOGIES To receive and accept any apologies for absence.	INFORMATION
25-6/137	All Members	DECLARATION OF INTERESTS To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda.	INFORMATION
25-6/138	Chair	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST	INFORMATION
25-6/139	County & District Councillors	COUNTY AND DISTRICT COUNCILLORS i. To receive a report from Witham Northern's County Councillor Ross Playle ii. To receive reports from District Councillors, Tom Walsh & Dennis Abram	INFORMATION
25-6/140	Chair	MINUTES OF THE MEETING HELD ON 13 OCTOBER 2025 To receive and confirm the minutes of the Parish Council meeting held on 13 October 2025. Minutes to be signed by the Chair.	DECISION / RESOLUTION / ACTION
25-6/141	Clerk	CLERKS REPORT AND CORRESPONDENCE To receive the Clerk's report and actions carried out between meetings.	INFORMATION
25-6/142	PLANNING MATTERS Members to consider any new applications received below or between the date of the agenda and meeting. New Applications: None Applications determined: a.) 25/02017/FU - Church Farm House Compasses Road Pattiswick Bradwell Essex CM77 8BG Proposed Agricultural Barn REFUSED – 30/10/2025 For Information: a.) 25/02443/ELD - Hunters Gate Hollies Road Bradwell Essex CM77 8DZ Application for Certificate of Lawfulness for an existing use/development - Use of Buildings 1 and 2 for vehicle, caravan, and trailer restoration, including mechanical engineering, bodywork repairs, welding, panel beating, and paint spraying. The storage of vehicles, a lorry, trailers, and caravans within the yard. Body work and mechanical repairs to trailers, lorries, caravans, and cars with the yard. The erection of building 2.		
25-6/143	Chair/Cllr. Kinder	PLAYING FIELD i. To receive monthly report and consider any necessary actions.	DECISION/ INFORMATION
25-6/144	Chair	FOOTPATHS To receive any updates or concerns relating to footpaths in the parish.	INFORMATION
25-6/145	Cllr. Harding/ Chair	VILLAGE INFRASTRUCTURE i. To receive a report from Cllr. Harding. ii. To receive an update from the Clerk relating to the grant application for replacing the streetlights. iii. To consider the email received from Essex County Council relating to the ownership of the Bridge Hall Road bus shelter and complaint received about broken panels.	INFORMATION / DISCUSSION

		iv. To consider the Potential Open Space Improvements (POSI) Update from Braintree District Council. To review the list of improvements currently proposed for Bradwell: - Bradwell Playing Field – Improve the walkway / install a path leading to the playing field to make it accessible to all - The Street, Bradwell, CM77 8EP – New noticeboard - Holy Trinity Churchyard and adjoining common land – New bench The Clerk to note that Braintree District Council requires notification of: - Any existing items to be removed - Any projects already delivered that can now be removed - Any new items to be added for inclusion within the 2026 POSI version Deadline for submission: 30 January 2026																																																																								
25-6/146	Cllr. Turner	VILLAGE SIGNS To receive an update from Cllr Turner regarding the replacement of the Notice Board and consider any quotes sourced.	DISCUSSION / DECISION																																																																							
25-6/147	Clerk	SLCC MEMBERSHIP To consider the Clerk’s request for sharing the cost of SLCC membership between Bradwell with Pattiswick Parish Council and Langford & Ulting Parish Council. Each council to pay £95.00.	DISCUSSION / DECISION																																																																							
25-6/148	Chair/Clerk	DRAFT BUDGET 2026/27 To consider the draft budget for 2026/27, including proposed levels of general and earmarked reserves, and agree any amendments prior to approval at the December meeting.	DISCUSSION/ DECISION																																																																							
25-6/149	Chair/Clerk	RESERVES POLICY To consider and adopt the draft Reserves Policy.	DISCUSSION/ DECISION																																																																							
25-6/150	FINANCE i. To receive and approve financial statements to 31 October 2025 and for two councillors to sign. <table><tr><td>a. Bank Reconciliation to 31 October 2025</td><td>d. Payments over £100</td></tr><tr><td>b. Budget v Actual</td><td>e. Deposit Accounts x2</td></tr><tr><td>c. Budget Report October</td><td>f. VAT Return</td></tr></table> ii. To note the following payments/transfers were made in October: <table><tr><th>Payee</th><th>Net</th><th>VAT</th><th>Gross</th><th>Description</th></tr><tr><td>Mrs. T Trotzer Wilson</td><td>£742.50</td><td>£1.00</td><td>£743.50</td><td>Staff Salary</td></tr><tr><td>EH Countryside</td><td>£496.32</td><td>-</td><td>£496.32</td><td>Grass cutting</td></tr><tr><td>RCCE</td><td>£35.00</td><td>-</td><td>£35.00</td><td>Nature and Biodiversity Event attended</td></tr><tr><td>Unity Trust</td><td>£6.00</td><td>-</td><td>£6.00</td><td>Monthly Service Charge</td></tr><tr><td>HMRC</td><td>£46.23</td><td>-</td><td>£46.23</td><td>Employer NICs</td></tr></table> iii. Authorisation of payments to: <table><tr><th>Payee</th><th>Net</th><th>VAT</th><th>Gross</th><th>Description</th></tr><tr><td>Theresa Trotzer Wilson</td><td>£tbc</td><td>£1.00</td><td>£tbc</td><td>Staff Wages – Oct 14 to Nov 10</td></tr><tr><td>DAC Planning</td><td>£1,836.00</td><td>£367.20</td><td>£2,203.20</td><td>Neighbourhood Plan - Production of Basic Conditions Statement</td></tr><tr><td>Cllr. Tony Dunn</td><td>£45.68</td><td>£0.00</td><td>£45.68</td><td>Wildflower seeds for wilding project</td></tr><tr><td>Ceres Property</td><td>£5.00</td><td>£0.00</td><td>£5.00</td><td>Annual Rent</td></tr><tr><td>SSE</td><td>£138.61</td><td>£6.93</td><td>£145.54</td><td>Streetlight power for August and September 2025</td></tr><tr><td>TOTAL</td><td>£2,025.29</td><td>£375.13</td><td>£2,399.42</td><td></td></tr></table> Two councillors to sign schedule of payments sheet.			a. Bank Reconciliation to 31 October 2025	d. Payments over £100	b. Budget v Actual	e. Deposit Accounts x2	c. Budget Report October	f. VAT Return	Payee	Net	VAT	Gross	Description	Mrs. T Trotzer Wilson	£742.50	£1.00	£743.50	Staff Salary	EH Countryside	£496.32	-	£496.32	Grass cutting	RCCE	£35.00	-	£35.00	Nature and Biodiversity Event attended	Unity Trust	£6.00	-	£6.00	Monthly Service Charge	HMRC	£46.23	-	£46.23	Employer NICs	Payee	Net	VAT	Gross	Description	Theresa Trotzer Wilson	£tbc	£1.00	£tbc	Staff Wages – Oct 14 to Nov 10	DAC Planning	£1,836.00	£367.20	£2,203.20	Neighbourhood Plan - Production of Basic Conditions Statement	Cllr. Tony Dunn	£45.68	£0.00	£45.68	Wildflower seeds for wilding project	Ceres Property	£5.00	£0.00	£5.00	Annual Rent	SSE	£138.61	£6.93	£145.54	Streetlight power for August and September 2025	TOTAL	£2,025.29	£375.13	£2,399.42	
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25-6/151	Chair	INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING To receive future Agenda items.	INFORMATION																																																																							

25-6/152	Chair	NEXT PARISH COUNCIL MEETING i. The next Parish Meeting will be held on Monday 08 December 2025 at 7.30pm in the Village Hall, Bradwell ii. Items for inclusion in the July agenda to be sent to the Clerk no later than 12 noon on Friday 28 November 2025.	INFORMATION /ACTION
CLOSE MEETING			

THIS NOTICE WAS ISSUED on 5th November 2025, by Mrs Theresa Trotzer Wilson, Clerk & RFO Bradwell with Pattiswick Parish Council
Tel: 07934 214971 | e-mail: clerk@bradwellwithpattiswick-pc.gov.uk

Parish Council Meetings April 2025 to March 2026:

14 April	13 October
12 May – Annual Parish Meeting , Annual Parish Council Meeting , Parish Council Meeting	10 November
09 June	
14 July	08 December
August – No Meeting	January
08 September	February
	March



Background Paper included