

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

9 July 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 14th July 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 14th July 2025, in Bradwell Village Hall, Church Road, Bradwell at 7.30pm

[illegible]

		<p>boiler (known as boil out and steam blow out). ESS/39/23/BTE is a varied planning permission for an Integrated Waste Management Facility</p> <p>WITHDRAWN – 27/06/2025</p> <p>iv. ESS/39/23/BTE/NMA14 - Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF Non-Material Amendment to change the wording of Condition 3 (hours of operation for HGV movements) and condition 36 (hours of operation) of planning permission ESS/39/23/BTE to allow receipt of Local Authority Collected Waste (LACW) between 1300 to 1600 hours Saturdays and allow receipt of LACW on Sundays and Bank/Public holidays between 1000 and 1600 hours. ESS/39/23/BTE is for the planning permission for the Integrated Waste Management Facility.</p> <p>REFUSED – 11/06/2025</p> <p>v. ESS/39/23/BTE/LA1 - Rivenhall Airfield, Coggeshall Road (A120), Braintree, CO5 9DF Details pursuant to Clause 3.10.3 (Traffic Routing Management Scheme) of Legal Agreement (dated 30 October 2009) associated with ECC Planning Ref. ESS/37/08/BTE. ESS/37/08/BTE was the permission for the Rivenhall Integrated Waste Management Facility, subsequently varied such that the extant permission as at April 2025 is Ref. ESS/39/23/BTE.</p> <p>GRANTED – 04/07/2025</p>	
25-6/088 	Chair/Clerk	LINKS SOLAR FARM To agree and for the Clerk and Chair to sign the Community Benefit Deed from Links Solar Farm.	DECISION/ DISCUSSION
25-6/089 	Chair/Cllr. Kinder	PLAYING FIELD i. To receive the RoSPA Play Safety report for the Playing field that was carried out in June by an inspector and consider any necessary actions as highlighted in the table prepared by the Clerk. ii. To receive monthly report and consider any necessary actions.	DECISION/ INFORMATION/ DISCUSSION
25-6/090	Footpaths' Officer	FOOTPATHS To receive a report from the Footpaths' Officer.	INFORMATION
25-6/091	Cllr. Harding/ Chair	VILLAGE INFRASTRUCTURE i. To receive a report from Cllr. Harding. ii. To consider the next steps in replacing the streetlight out opposite Forges Crescent.	INFORMATION / DISCUSSION
25-6/092 	Chair/Clerk	.GOV.UK Website and Emails i. To formally agree to move to a .gov.uk domain as advised by the Joint Practitioner's Guidelines for 2025 under point 1.47 ii. If the above is agreed, to consider any quotes sought by the Clerk for the process.	DISCUSSION / DECISION
25-6/093	Cllr. Turner	VILLAGE SIGNS To receive an update from Cllr Turner.	DISCUSSION / DECISION
25-6/094 	Chair/Clerk	IT Policy To consider and adopt an IT Policy for the Council in accordance with the new requirement set out in the 2025 edition of the Practitioners Guide (Assertion 10, paragraph 1.54), which covers digital and data compliance. The proposed policy is based on the Government Digital Service's template IT policy.	DISCUSSION / DECISION
25-6/095	Cllr. Turner	BRADWELL INFORMATION WEBSITE AND SUBSCRIPTION To receive an update from Cllr. Turner on the Bradwell Information website and subscription service.	DISCUSSION / DECISION

25-6/096



FINANCE

i. To **receive and approve** financial statements to 30 June 2025 and for two councillors to sign.

a. Bank Reconciliation to 30 June 2025

b. Budget v Actual

c. Budget Report July

d. Payments over £100

e. Deposit Account

f. VAT Return

ii. To **note** the following payments/transfers were made between the June and July meeting in accordance with Financial Regulations 5.15:

Payee	Net	VAT	Gross	Description
Stisted Pattiswick Bradwell Parish Mag	£400	-	£400	Parish Magazine contribution 2025-26
Bradwell with Pattiswick PC	£500	-	£500	Internal Transfer to new Unity Trust A/C

iii. Authorisation of payments to:

Payee	Net	VAT	Gross	Description
Theresa Trotzer Wilson	£613.98	-	£613.98	Staff Wages – June 10 to July 14
	£42.43	-	£42.43	Staff overtime from previous month
	£45.72	£1.00	£46.72	Expenses, WFH, Mileage – June 10 to July 14
A&J Lighting Solutions	£439.00	£87.80	£526.80	Outstanding Inv. 38604 from Sept. 2024
EH Countryside	£496.32	-	£496.32	Grass cutting
Glasdon UK Limited	£1184.91	£236.98	£1421.89	Salt bins x2 and Bench x1
SSE – Various Invoices	£537.76	£26.90	£564.66	Breakdown in Budget V Actual Report
HMRC	£35.91	-	£35.91	Employer NICs

Two councillors to sign schedule of payments sheet.

iv. To **note** that the Unity Trust account was successfully set up and now has three signatories on the account who can authorise payments. To **agree** depositing a cheque from the Metro Bank a/c to the Unity Trust current a/c for £5000. This will cover this month and next month’s payments.

v. To **resolve** that, due to there being no council meeting in August, the Clerk be authorised to make any necessary payments falling due during the recess period, in consultation with the Council via email and signatories, and that all such payments be reported to and confirmed by the Council at the September meeting.

25-6/097

Chair

INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING
To receive and consider future Agenda items.

INFORMATION

25-6/098

Chair

NEXT PARISH COUNCIL MEETING

i. The next **Parish Meeting** will be held on **Monday 08 September 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 29 August 2025.**

INFORMATION / ACTION

CLOSE MEETING

THIS NOTICE WAS ISSUED on 9th July 2025, by Mrs Theresa Trotzer Wilson, Clerk & RFO Bradwell with Pattiswick Parish Council
 Tel: 07934 214971 | e-mail: clerktohppc@outlook.com

Parish Council Meetings April 2025 to March 2026:

14 April

12 May – [Annual Parish Meeting](#), [Annual Parish Council Meeting](#), [Parish Council Meeting](#)

09 June

14 July

August – No Meeting

08 September

13 October

10 November

08 December

January

February

March



Background Paper included