

Bradwell with Pattiswick Parish Council

Minutes of the Parish Council meeting held on Monday 13 October 2025 at 7:30pm in Bradwell Village Hall, Church Road, Bradwell.

Present:

Cllr. Adam Deighton (Chair)
Cllr. Michael Turner
Cllr. Antony Harding
Cllr. Craig Evans
Cllr. Tony Dunn

In attendance:

Mrs. Theresa Trotzer Wilson, Clerk & RFO
2 members of the public was in attendance.

25-6/118 WELCOME AND APOLOGIES

The Chair declared the meeting open at 7:30pm and welcomed those present.
Apologies for absence were received and accepted from Cllr. Glenn Lockey, Cllr. Lesley Kinder, District Cllr. Tom Walsh and County Cllr. Ross Playle.

25-6/119 DECLARATION OF INTERESTS

Members of the Council are subject to the LGA Model Councillor Code of Conduct 2020 (The Revised Code), adopted at the Annual Parish Council Meeting on 13 May 2024. Appendix B requires Councillors to register and disclose pecuniary and non-pecuniary interests. There were no declarations of interest.

25-6/120 PUBLIC PARTICIPATION SESSION

No questions or comments from the public.

25-6/121 COUNTY AND DISTRICT COUNCILLORS

County Cllr. Ross Playle gave his apologies ahead of the meeting but sent in a report for the Clerk giving an update on the following: he offered up to £2,500 towards the Bench License if the Parish Council funds the remainder; outlined Essex County Council's proposal for local government reorganisation, supported by Braintree District Council; advised that the Essex Community Initiatives Fund is now open for grant applications; confirmed he will be objecting to the latest amendment request for the Rivenhall Incinerator permit; and noted that National Highways will carry out overnight resurfacing work on the A12 southbound between Junctions 23 and 24 on 13 October 2025.

25-6/122 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 08 SEPTEMBER 2025

Councillors received and considered the minutes of the Ordinary Parish Council Meeting held on 08 September 2025 and resolved to approve them as a true record.

The minutes were signed by the Chair.

Proposed by Cllr. Harding – Seconded by Cllr. Evans – Unanimous

25-6/123 CLERKS REPORT

The Clerk's report was received and an update provided on the following:

Links Solar Farm Update: The Councils first payment is likely a month away, but this is not concrete. If the COD Certificate is received within the month payment will be able to be arranged soonest thereafter.

Laptop: A new laptop was purchased by the council. This has been set up and all documents and files are backed up onto OneDrive. A 16GB memory stick was provided in the handover for the purpose of backing data up but there were no files on the memory stick. There were also numerous duplicated files and backups of different versions on the PC, these have been organised. There was a slight issue with Microsoft and the two-factor authentication, but this has now also been resolved.

Rivenhall IWMF ESS/39/23/BTE/17/01: A consultee letter was supposedly sent to the old clerk email on the 10th September. This was not received but an extension has been offered to the evening of the 13th October. This is to be discussed further in the agenda.

Local Plan Sub-committee meeting: A meeting took place on the 6th October to discuss the larger sites for the BDC Local Plan. Two sites within Bradwell parish were listed to be discussed. These were Withies Green and Pattiswick Hall Farms. Both were not recommended for development.

Incident Public Footpath 57: An email was received from a resident relating to an incident that occurred on Public Footpath 57 which runs from Sheepcotes Lane to Cut Hedge Lane. Two men were seen in an indecent manner. This occurred in the middle of the day. The incident was reported by the resident to the police who have logged the details and passed them onto patrol units.

Environmental Agency: The EA have provided an update on the IWMF for the recent reports of a visible plume and odour. This can be accessed here - <https://consult.environment-agency.gov.uk/east-anglia-c-e/rivenhall-integrated-waste-management-facility>

Norwich to Tilbury (National Grid): The Planning Inspectorate has accepted National Grid's application for the Norwich to Tilbury project for examination under the Planning Act 2008. The proposal has now entered the Pre-Examination phase, during which individuals and organisations can register with the Planning Inspectorate to become Interested Parties by submitting a Relevant Representation.

25-6/124 PLANNING MATTERS

New Applications:

None received

Applications determined:

For Information:

i. ESS/39/23/BTE/17/01 - Rivenhall Airfield, Coggeshall Road, Braintree, C05 9DF

Details pursuant to partial discharge of condition 17 (Plume Abatement Plan for the Commissioning Phase of the Combined Heat and Power Plant) of planning permission ESS/39/23/BTE. ESS/39/23/BTE is extant planning permission for the Rivenhall Integrated Waste Management Facility

Council Comment:

Councillors noted the application for partial discharge of Condition 17 relating to plume management during commissioning and calibration of the Indaver Rivenhall CHP plant. The Council expresses concern that visible plumes have already been observed from within the parish, despite prior commitments that there would be no visible discharge during normal operation. The plume represents a significant visual intrusion in the open rural landscape and is contrary to local expectations established during the planning process. The Council requests that the Waste Planning Authority ensures strict time limits are placed on any period of visible discharge, requires public reporting of plume monitoring data, and seeks independent verification that the abatement system achieves full compliance as soon as practicable. The Parish Council reserves its position pending clear evidence that the 'no visible plume' condition will be fully achieved and maintained.

25-6/125 PLAYING FIELD

- i. Councillors discussed the signage the Clerk sourced for the play area as required by the Play Safety Report from RoSPA.

- ii. Cllr. Kinder was not present at the meeting but provided an update on the Playing Field via email stating that playing field is checked daily and that there were no issues or concerns to report.

25-6/126 FOOTPATHS

It was noted that the Parish Council is seeking a new Footpaths Officer, following the resignation of the previous officer. To date there have been no expressions of interest and as such the council will keep *Footpaths* as an agenda item to allow members of the public to report concerns when and as they occur.

25-6/127 VILLAGE INFRASTRUCTURE

- i. Cllr. Harding provided a report on the following:
- Dip in A120 near Coggeshall is of concern.
 - Councillors would like to invite Highways to attend next meeting to provide an update on the A120 improvements, cameras and as a way to say thank you for the village signs

ACTION: Clerk

- ii. Last meeting the Clerk noted that a grant application was submitted to Braintree District Council as part of to replace all the remaining older style Streetlights in Bradwell with LED lights. The clerk has received notification that the Council have been provisionally approved for this grant, but a few further checks are required. Once this is completed and official confirmation is received, work can begin to replace the streetlights as soon as possible.

25-6/128 VILLAGE SIGNS

Cllr. Turner provided an update on the replacement of the Village Notice Board and Village Sign. The Village Sign is going to have a plinth added to shed the water away from the base. The Notice Board was discussed, and it was **resolved** to agree to look at ordering a 2-bay noticeboard for £300 from the Cressing Community Temple Shed. This will be funded from the reserves.

25-6/129 REWILDING AREA

The rewilding area project was discussed, and it was **resolved** to purchase £35-£40 worth of flower seeds now on the recommendation of Cllr. Dunn. A group of councillors will get together on the 25 October to carry out the necessary work.

25-6/130 NEIGHBOURHOOD PLAN

The Neighbourhood Plan which was submitted to Braintree District Council has come back to Cllr. Dunn with the request of an updated Basic Condition Statement. This is required in order to progress further with the Neighbourhood Plan. Quotes were sought for this and it was **resolved** to approve the quote from DAC Planning for £1,836+VAT. This will be funded from the reserves.

Proposed by Cllr. Deighton – Seconded by Cllr. Evans – Unanimous

25-6/131 REMEMBRANCE DAY

Councillors discussed Remembrance Day and concluded that no formal Parish Council involvement would be planned this year.

25-6/132 EXTERNAL AUDIT

The External Auditor's Report and Certificate (AGAR Part 3) for the financial year ending 31 March 2025 were received. The Auditor's comments regarding the reporting of fixed assets were noted.

25-6/133 FINANCE

- i. The financial statements to 30 September 2025 were received and signed by two councillors.
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| a. Bank Reconciliation to 30 September 2025 | d. Payments over £100 |
| b. Budget v Actual | e. Deposit Accounts x2 |
| c. Budget Report October | f. VAT Return |

- ii. The following payments/transfers which were made in September were noted:

Payee	Net	VAT	Gross	Description
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Mrs. T Trotzer Wilson	£739.36	£1.00	£740.36	Staff Salary
Currys Group LTD	£441.65	£88.33	£529.98	Lenovo Laptop
PKF Littlejohn	£210.00	£42.00	£252.00	External Audit
Unity Trust	£6.00	-	£6.00	Monthly Service Charge
HMRC	£40.13	-	£40.13	Employer NICs
Cressing Temple Community Shed	£100.00	-	£100.00	Village Sign Refurb

iii. The following payment were authorised and payment sheet signed by two councillors:

Payee	Net	VAT	Gross	Description
Theresa Trotzer Wilson	£742.50	£1.00	£743.50	Staff Wages – Sep 9 to Oct 13
HMRC	£46.23	-	£46.23	Employer NICs
RCCE	£35.00	-	£35.00	Nature and Biodiversity Event attended
EH Countryside	£496.32	-	£496.32	Grass cutting at Church and Playing Field

Proposed by Cllr. Turner – Seconded by Cllr. Evans – Unanimous

iii. It was **resolved** to set up a direct debit to HMRC to take National Insurance Contributions.

Proposed by Cllr. Evans – Seconded by Cllr. Harding – Unanimous

25-6/134 INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING

Highways: Councillors will look to replace the existing bench and trim the surrounding grass area in preparation for the installation of a new bench this month.

Church: The church remains closed for regular and special services for the remainder of the year due to the unavailability of clergy.

Apologies: Cllr. Harding gave his apologies for the November meeting.

25-6/135 NEXT PARISH COUNCIL MEETING

- The next **Parish Meeting** will be held on **Monday 10 November 2025** at 7.30pm in the Village Hall, Bradwell
- Items for inclusion in the July agenda to be sent to the Clerk no later than 12 noon on **Friday 31 October 2025.**

The meeting closed at 20:59.