

## Bradwell with Pattiswick Parish Council

**Minutes of the Parish Council meeting held on Monday 14 July 2025 at 7:30pm in Bradwell Village Hall, Church Road, Bradwell.**

**Present:**

Cllr. Glenn Lockey (Chair)  
 Cllr. Adam Deighton (Vice Chair)  
 Cllr. Michael Turner  
 Cllr. Lesley Kinder  
 Cllr. Tony Dunn

**In attendance:**

Mrs. Theresa Trotzer Wilson, Clerk & RFO  
 Cllr. Tom Walsh, District County Councillor for Braintree  
 Adam Morgan, Representative from Links Solar Farm  
 7 members of the public were in attendance

**25-6/080 WELCOME AND APOLOGIES**

The Chair declared the meeting open at 7:30pm and welcomed those present.  
 Apologies for absence were received and accepted from Cllrs. Craig Evans, Antony Harding and County Cllr Ross Playle.

**25-6/081 PRESENTATION OF FREEDOM OF PARISH AWARD TO CLLR. DUNN**

Cllr. Tony Dunn was presented the award of Freedom of the Parish by the Council for his dedication & fundraising efforts that have been crucial to the huge improvements of our village hall, a legacy that has benefited parish life for everyone to enjoy.

**25-6/082 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.

**25-6/083 PUBLIC PARTICIPATION SESSION**

Cllr. Glenn Lockey introduced Mr. Adam Morgan, Head of Construction for Low Carbon, who spoke on behalf of Links Solar Farm. Mr. Morgan apologised for the previous lack of communication and provided contact details.

Construction is now complete, with commissioning and testing ongoing for several months. Delays were caused by archaeological investigations over winter, which uncovered minor finds (burials and pottery). A report is being prepared.

Entrance works at the far end of Links Road will occur soon and last 1–2 weeks. Timing will be communicated to the parish.

Public concerns raised about:

- Road and ditch damage near Links Road and the site entrance — Low Carbon will inspect and address issues.
- Vehicles using the wrong entrances — Field 1 is the only authorised access point.

- Maintenance of footpaths and land around the site — ongoing upkeep including grass cutting was confirmed.
- Agricultural use beneath panels — currently no plans, but this may change at the landowner's discretion.
- Community Benefit Deed — expected to be finalised tonight.

Other public questions:

- Tree by the horse field — being dealt with tomorrow.
- New 50mph signs on A120 — covered due to speed cameras not yet live.

**It was RESOLVED to move agenda item 25-6/88 (Links Solar Farm) up to the next agenda item.**

#### **25-6/084 LINKS SOLAR FARM**

It was **RESOLVED** to agree the Community Benefit Deed from Links Solar Farm, and it was signed by the Clerk and Chair and witnessed by Cllr. Lesley Kinder. The deed was handed over to Mr. Adam Morgan who scanned it and sent a copy to the Clerk for record keeping.

#### **25-6/085 COUNTY AND DISTRICT COUNCILLORS**

- District Councillors Tom Walsh gave a report on the following:
  - **INDAVER:** Steam blowing at Rivenhall will continue until 28th July, with commissioning running through September. Although BDC initially voted against calling in the planning decision to the Secretary of State, they have since agreed to refer it to the Planning Inspectorate for consideration by an inspector outside Essex.
  - **Local Plan:** A motion was passed to exclude Bradwell sites from allocation, supported by a senior Conservative councillor. Cllr. Walsh commented that the process feels back-to-front, with extensive meetings to review potential housing and employment sites, most of which (especially in small villages like Stisted) have been rejected.

There is a need for 6,000 additional homes by 2041, but planners have yet to provide analysis on suitable locations. Key meetings:

- End of July — to consider evidence and policy basis
- 24th September — to review large site options

If the Government's housing targets are not met, the local plan could be overridden. Cllr. Walsh encouraged more active participation from local councils, noting that planning applications can still come forward at any time regardless of the local plan status.

#### **25-6/086 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 09 JUNE 2025**

Councillors received and considered the minutes of the Annual Parish Council Meeting and Ordinary Parish Council Meeting held on 09 June 2025 and resolved to approve them as a true record.

The minutes were signed by the Chair.

**(Proposed by Cllr. Kinder – Seconded by Cllr. Lockey – Unanimous)**

#### **25-6/087 CLERKS REPORT**

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

**Links Solar Farm Update:** The Community Benefit Deed has been received and circulated to all councillors for review. If agreed, it will be signed at today's meeting. The construction of the solar farm is now complete, and the site has entered the commissioning phase. Equipment removal from the site has begun, including the site cabins.

**Notice Boards:** Looked into replacing the parish notice boards. However, this is a significant expense for which there is currently no budget. Recommendation is to revisit this when the next financial year's budget is discussed, to consider if funding can be allocated then.

**CCTV Update:** The CCTV cameras will not be reinstalled at this time. The criteria for reinstallation is a minimum of three fly-tipping incidents within three months, specifically reported as occurring at the "Recycling Area," Church Road, Bradwell. If incidents are reported under different locations, they will not count towards this threshold. No fly-tipping has been reported for this site in the past three months. Clerk will explore options for a private council owned camera.

**ACTION: Clerk**

**Bench and Salt Bins:** The new bench and salt bins have arrived. One salt bin is to be located near Hollies Road, and the other at the recycling centre. The new bench will replace the existing one on Church Road.

**Resident Enquiry – Indaver Contact:** A resident has asked if others in the parish have been approached by Indaver to establish direct contact for sharing information. The resident has not yet been contacted themselves but suggested the Parish Council might consider coordinating a database of interested residents. Clerk will inform INDAVER that residents are interested in this and see if they are willing to post updates on Facebook.

**ACTION: Clerk**

**Indaver Commissioning – Update:** John Tatton from Indaver has confirmed that steam blowing will not start before 8:30am. Some residents reported unpleasant smells during the commissioning phase; this was due to the boilers drying out.

**Parish Council Computer:** The Parish Council laptop that was handed over to me is now over 10 years old and is showing signs of slowing down. It only has one HDMI port, which restricts the use of dual screens, affecting productivity. Notification was also received that support for Windows 10 will end on 14 October 2025, meaning no further free updates, technical assistance, or security fixes will be available. Additionally, the current hardware is too outdated to upgrade to Windows 11, which may present increasing challenges going forward.

25-6/088

## PLANNING MATTERS

### New Applications:

- i. **25/01537/HH** – The House, The Street Bradwell Essex CM77 8EL  
Proposed single-storey side extension and replacement front porch.  
Parish Council Comments: No Comments

### Applications determined:

- i. **ESS/39/23/BTE/54/01** - Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF  
Details pursuant to condition 54 (Biodiversity Monitoring Plan - Annual Monitoring Report for 2024) of planning permission ESS/39/23/BTE. ESS/39/23/BTE is a variation of the planning permission for the Rivenhall Integrated Waste Management Facility  
**GRANTED – 13/06/2025**
- ii. **ESS/106/22/BTE/17/01** - Bradwell Quarry, Church Road, BRADWELL, CM77 8EP  
Details pursuant to condition 17 (Agricultural aftercare for 2024 to 2025) of ESS/106/22/BTE. ESS/106/22/BTE was a variation of original permission ESS/03/18/BTE for MLP site A5 and also incorporates restoration for part of site R, Site A2 and Sites A3 and A4.  
**GRANTED – 03/06/2025**
- iii. **ESS/39/23/BTE/NMA15**- Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF  
Non-Material Amendment to the wording of conditions 35 and 42 of planning permission ESS/39/23/BTE to allow initial cleaning of the CHP boiler (known as boil out and steam blow out). ESS/39/23/BTE is a varied planning permission for an Integrated Waste Management Facility  
**WITHDRAWN – 27/06/2025**
- 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.

**REFUSED – 11/06/2025**

- 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.

**GRANTED – 04/07/2025**

#### 25-6/089 **PLAYING FIELD**

- i. The RoSPA Play Safety report for the Playing field that was carried out in June by an inspector was received. The councillors received and reviewed this document along with the table of necessary actions prepared by the Clerk. Further discussed was **DEFERRED** to the September PC meeting. The Clerk will remind Cllr. Evans of the warranty from the company that provided the gym equipment and to investigate this further.

**ACTION: Clerk and Cllr. Evans**

- ii. The monthly report from Cllr. Kinder was received.

#### 25-6/090 **FOOTPATHS**

The footpath officer was not present, so no report was received.

#### 25-6/091 **VILLAGE INFRASTRUCTURE**

- i. Cllr. Harding was unable to attend the meeting and gave his apologies but provided a report ahead of time on the following:  
**Potholes at Recycling Centre:** The issue has been inspected via the Essex portal, and next steps for repair are under discussion. Updates will follow when available.

Cllr Deighton noted that the drains on the A120 have yet to be completed and cleared. The Clerk will contact Highways to enquire about this and to ask when the scheme to activate the average speed cameras will be completed.

**ACTION: Clerk**

- ii. The next steps in replacing the streetlight out opposite Forges Crescent were discussed. Cllr Harding recommended that, subject to cost, remaining streetlights be upgraded to LED rather than sodium replacements due to better energy efficiency, longer lifespan, and improved lighting quality. Cllr Harding is happy to explore potential funding options to upgrade all remaining village streetlights to LED, potentially at no cost. Clerk will liaise with Cllr. Harding and source a quote for 6 more lights to be changed to LED.

**ACTION: Cllr. Harding and Clerk**

#### 25-6/092 **.GOV.UK Website and Emails**

- i. It was **RESOLVED** to move to a .gov.uk domain and emails as advised by the Joint Practitioner's Guidelines for 2025 under point 1.47 and to go ahead with Cloud Next as the most practical and affordable quote.
- ii. The new domain when live will be [www.bradwellwithpattiswick-pc.gov.uk](http://www.bradwellwithpattiswick-pc.gov.uk)  
**(Proposed by Cllr. Lockey – Seconded by Cllr. Deighton – Unanimous)**

#### 25-6/093 **VILLAGE SIGNS**

An update was received from Cllr Turner regarding the Village Sign. Progress is slow, it has been disassembled and stripped. Discussion took place on the finishes and the painting colours on the sign itself. The shield detail has suffered, and a new one may be carved. A new post was offered as well. Invoice will be only for materials used. Further update will be offered at September meeting.

The notice board was discussed and further to Village Hall committee meetings it may be discussed moving the notice board and installing a new one, subject to budget availability, on the Village Hall.

#### 25-6/094 IT POLICY

To adopt the 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 was **DEFERRED** to the September PC meeting.

#### 25-6/095 BRADWELL INFORMATION WEBSITE AND SUBSCRIPTION

An update from Cllr. Turner on the Bradwell Information website and subscription service was received. Other than committee members there are only four subscribers so currently it is not financially viable as it has not taken off as well as expected. The QR code to sign up to the subscription service has been posted around the village and is available in the parish magazine.

#### 25-6/096 FINANCE

i. The following financial statements to 30 June 2025 were received and signed by two councillors.

- |  |                       |
|--|-----------------------|
| a. Bank Reconciliation to 30 June 2025 | d. Payments over £100 |
| b. Budget v Actual                     | e. Deposit Account    |
| c. Budget Report July                  | f. VAT Return         |

ii. It was noted that 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. The following payments were authorised and the payment scheduled signed:

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	£tbc	£tbc	£tbc	Breakdown in Budget V Actual Report
HMRC	£35.91	-	£35.91	Employer NICs

**(Proposed by Cllr. Lockey – Seconded by Cllr. Deighton – Unanimous)**

iv. It was noted that the Unity Trust account was successfully set up and now has three signatories on the account who can authorise payments. It was further **RESOLVED** to deposit 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.

**(Proposed by Cllr. Lockey – Seconded by Cllr. Kinder – Unanimous)**

v. It was **RESOLVED** 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 INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING

Footpath to Playing Field. Community project contribution – approaching INDAVER

IT Policy

RoSPA Report – update form Cllr. Evans regarding warranty on gym equipment.

Floor in Bradwell Church is uneven and lifting. It will need to be releveled, and the Church are looking to fundraise £5000 for this. The church may seek to ask for a grant donation from the Parish Council.

**25-6/098 NEXT PARISH COUNCIL MEETING**

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

**The meeting closed at 21:25.**