

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

3 September 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 8th September 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 8th September 2025, in
Bradwell Village Hall, Church Road, Bradwell at 7.30pm**

ITEM	PRESENTER	SUBJECT	STATUS
25-6/099	Chair	WELCOME AND APOLOGIES To receive and accept any apologies for absence.	INFORMATION
25-6/100	All Members	DECLARATION OF INTERESTS To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda.	INFORMATION
25-6/101	Chair	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST	INFORMATION
25-6/102	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
25-6/103 	Chair	MINUTES OF THE MEETING HELD ON 14 JULY 2025 To receive and confirm the minutes of the Parish Council meeting held on 14 July 2025. Minutes to be signed by the Chair.	DECISION / RESOLUTION / ACTION
25-6/104	Clerk	CLERKS REPORT AND CORRESPONDENCE To receive the Clerk’s report and actions carried out between meetings.	INFORMATION
25-6/105	All Members	GENERAL POWER OF COMPETENCE To consider and resolve that the Parish Council meets the conditions to exercise the General Power of Competence (Localism Act 2011, sections 1–8).	DISCUSSION/ DECISION
25-6/106	Chair	PLANNING MATTERS Members to consider any new applications received below or between the date of the agenda and meeting: New Applications: None received Applications determined: i. 25/01536/PLD – The House, The Street, Bradwell Application for Certificate of Lawfulness for a proposed development - Single storey rear extension alterations to existing fenestration and removal of garage door. GRANTED – 05/08/2025 ii. 25/00565/FUL – Church Farm House, Compasses Road, Pattiswick Proposed Agricultural Barn REFUSED – 16/07/2025 iii. 25/01181/FUL – Land at 30-38, Old Road, Bradwell, CM77 8BJ Retention for the sitting of 12 No. metal storage containers and change of use of land from agricultural to Class B8 (storage) use as a rural diversification initiative. REFUSED – 28/07/2025 – appeal lodged For Information:	DISCUSSION INFORMATION

		<p>i. ESS/12/20/BTE/45/01 - Bradwell Quarry, Church Road, Bradwell, CM77 8EP, and land south of Cuthedge Lane. Details pursuant to condition 45 (Completion of archaeological field work – Phases 1 to 3) of ESS/12/20/BTE. ESS/12/20/BTE was for “Extraction of 6.5 million tonnes of sand and gravel (from Site A7 as identified in the Essex Minerals Local Plan 2014) including the retention of the existing access onto the A120, the processing plant (including sand and gravel washing plant), office and weighbridge, ready mix concrete plant, bagging unit, DSM plant, water and silt management systems. In addition, extension of the internal haul road into Site A7 and access for private and support vehicles to the Site A7 contractors' compound via Woodhouse Lane and Cuthedge Lane. Restoration of Site A7 to agriculture and biodiversity (species rich grassland and wetland).” GRANTED – 11/07/2025</p> <p>ii. ESS/39/23/BTE/NMA17- Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF Non-Material Amendment to the wording of condition 63 of planning permission ESS/39/23/BTE to allow revised layout of the private access road south of Church Road. ESS/39/23/BTE is a varied planning permission for an Integrated Waste Management Facility. GRANTED – 21/08/2025</p> <p>iii. ESS/39/23/BTE/NMA18 – Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF Non-Material Amendment to the wording of condition 17 of planning permission ESS/39/23/BTE (Integrated Waste Management Facility) to facilitate the submission of a Plume Management Plan for the commissioning and calibrating period of the plume abatement system GRANTED – 20/08/2025</p> <p>iv. ESS/12/20/BTE/22/07 – Bradwell Quarry, Church Road, Bradwell, CM77 8EP, and land south of Cuthedge Lane. Details pursuant to condition 22 (Noise monitoring – May 2025) of planning permission ESS/12/20/BTE. ESS/12/20/BTE was for “Extraction of 6.5 million tonnes of sand and gravel (from Site A7 as identified in the Essex Minerals Local Plan 2014) including the retention of the existing access onto the A120, the processing plant (including sand and gravel washing plant), office and weighbridge, ready mix concrete plant, bagging unit, DSM plant, water and silt management systems. In addition, extension of the internal haul road into Site A7 and access for private and support vehicles to the Site A7 contractors' compound via Woodhouse Lane and Cuthedge Lane. Restoration of Site A7 to agriculture and biodiversity (species rich grassland and wetland).” GRANTED – 22/08/2025</p> <p>v. ESS/39/23/BTE/70/01- Rivenhall Airfield, Coggeshall Road (A120), Braintree, CO5 9DF Details pursuant to discharge of condition 70 (Noise monitoring of steam blow outs) of planning permission ESS/39/23/BTE. ESS/39/23/BTE is extant planning permission for the Rivenhall Integrated Waste Management Facility. GRANTED – 13/08/2025</p>	
25-6/107 	Chair	COUNCILLOR ELIGIBILITY – CONFIRMATION OF CONTINUATION IN OFFICE To note confirmation from Braintree District Council’s Electoral Officer regarding Cllr Dunn’s continued eligibility to serve until 2027, and to resolve that the Parish Council formally records its agreement to his continuation in office.	DECISION/ DISCUSSION

25-6/108	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																																																																							
25-6/109	Chair	FOOTPATHS To note that the Council is actively seeking a Parish Footpaths Officer following the resignation of the previous officer, and to record thanks for their contribution and support of the community.	INFORMATION																																																																							
25-6/110	Cllr. Harding/ Chair	VILLAGE INFRASTRUCTURE i. To receive a report from Cllr. Harding. ii. To note that the Clerk has submitted a grant application to Braintree District Council as part of the Community Grant to replace all Streetlights in Bradwell with LED lights.	INFORMATION / DISCUSSION																																																																							
25-6/111	Chair/Clerk	.GOV.UK Website and Emails i. To review how councillors are getting on with their .gov.uk emails and confirm all councillors are able to access their emails.	INFORMATION/ DISCUSSION																																																																							
25-6/112	Cllr. Turner	VILLAGE SIGNS To receive an update from Cllr Turner.	DISCUSSION / DECISION																																																																							
25-6/113	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																																																																							
25-6/114	Chair/Clerk	REPLACEMENT LAPTOP To consider and resolve the purchase of a replacement laptop for Parish Council use.	DISCUSSION / DECISION																																																																							
25-6/115	FINANCE i. To receive and approve financial statements to 31 August 2025 and for two councillors to sign. a. Bank Reconciliation to 31 July 2025 and 31 August 2025 d. Payments over £100 b. Budget v Actual e. Deposit Accounts x2 c. Budget Report September f. VAT Return ii. To note the following payments/transfers were made in August between meetings in accordance with Financial Regulations 5.15: <table><tr><th>Payee</th><th>Net</th><th>VAT</th><th>Gross</th><th>Description</th></tr><tr><td rowspan="3">Mrs. T Trotzer Wilson</td><td>£684.53</td><td>-</td><td>£684.53</td><td>Staff Salary July 15 – Aug 11 & Backpay</td></tr><tr><td>£98.77</td><td>-</td><td>£98.77</td><td>Overtime previous month</td></tr><tr><td>£101.84</td><td>£1.00</td><td>£102.84</td><td>Expenses</td></tr><tr><td>Bradwell with Pattiswick PC</td><td>£12,804.22</td><td>-</td><td>£12,804.22</td><td>Internal Transfer to new Unity Trust A/C</td></tr><tr><td>Mrs. N A Watkins</td><td>£26.06</td><td>-</td><td>£26.06</td><td>Backpay to April for previous Clerk</td></tr><tr><td>HMRC</td><td>£79.34</td><td>-</td><td>£79.34</td><td>Employer NICs</td></tr><tr><td>EH Countryside</td><td>£496.32</td><td>-</td><td>£496.32</td><td>Grass cutting</td></tr><tr><td>SSE Energy Supply</td><td>£92.54</td><td>£4.65</td><td>£97.59</td><td>Streetlight Power Supply</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 rowspan="3">Theresa Trotzer Wilson</td><td>£633.97</td><td>-</td><td>£633.97</td><td>Staff Wages – Aug 12 to Sep 8</td></tr><tr><td>£50.58</td><td>-</td><td>£50.58</td><td>Staff overtime from previous month</td></tr><tr><td>£54.81</td><td>£1.00</td><td>£55.81</td><td>Expenses</td></tr><tr><td>EH Countryside</td><td>£tbc</td><td>-</td><td>£tbc</td><td>Grass cutting</td></tr><tr><td>HMRC</td><td>£tbc</td><td>-</td><td>£tbc</td><td>Employer NICs</td></tr></table> Two councillors to sign schedule of payments sheet. iv. To note the remainder of the funds in the Metro Bank Accounts totalling £12,804.22 were transferred via cheque to the Unity Trust Current Account. £11,800 was then subsequently transferred into the Unity Trust Savings Account. Following the transfer, there was still an additional £1.78 in interest in the Metro Bank Account which will have to be transferred out via cheque. Once complete the Metro Bank will be closed.			Payee	Net	VAT	Gross	Description	Mrs. T Trotzer Wilson	£684.53	-	£684.53	Staff Salary July 15 – Aug 11 & Backpay	£98.77	-	£98.77	Overtime previous month	£101.84	£1.00	£102.84	Expenses	Bradwell with Pattiswick PC	£12,804.22	-	£12,804.22	Internal Transfer to new Unity Trust A/C	Mrs. N A Watkins	£26.06	-	£26.06	Backpay to April for previous Clerk	HMRC	£79.34	-	£79.34	Employer NICs	EH Countryside	£496.32	-	£496.32	Grass cutting	SSE Energy Supply	£92.54	£4.65	£97.59	Streetlight Power Supply	Payee	Net	VAT	Gross	Description	Theresa Trotzer Wilson	£633.97	-	£633.97	Staff Wages – Aug 12 to Sep 8	£50.58	-	£50.58	Staff overtime from previous month	£54.81	£1.00	£55.81	Expenses	EH Countryside	£tbc	-	£tbc	Grass cutting	HMRC	£tbc	-	£tbc	Employer NICs
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25-6/116	Chair	INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING To receive and consider future Agenda items.	INFORMATION
25-6/117	Chair	NEXT PARISH COUNCIL MEETING i. The next Parish Meeting will be held on Monday 13 October 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 3 October 2025.	INFORMATION / ACTION
CLOSE MEETING			


THIS NOTICE WAS ISSUED on 3rd September 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
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*