**Bradwell with Pattiswick Parish Council**

**Minutes of the Parish Council meeting held at 7.30pm on Monday 10 March 2025 at Bradwell Village Hall, Church Road, Bradwell**

**Present:**

Cllr. Glenn Lockey (Vice Chair)

Cllr. Adam Deighton

Cllr. Craig Evans

Cllr. Antony Harding

Cllr. Lesley Kinder

Cllr. Michael Turner

**In attendance:**

Mrs. Nicki Watkins, Clerk & RFO

Mr. Stuart Rowland, IMR Planned Works & Asset Health Manager, Anglian Water

Cllr. Playle, County Councillor for Witham Northern

Cllr. Walsh, District Councillor, Coggeshall Ward

Two members of the public were in attendance

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| **24-5/262** | **WELCOME AND APOLOGIES**  The Chair declared the meeting open at 7.30pm and welcomed those present. Apologies were received and accepted from Cllr. Dunn.  Apologies were received from Cllr. Abram. |
| **24-5/263** | **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. |
| **24-5/264** | **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST**  Two members of the public were in attendance. There were no matters raised. |
| **24-5/265** | **ANGLIAN WATER – STUART ROWLAND, IMR PLANNED WORKS & ASSET HEALTH MANAGER**  Mr. Rowland had kindly offered to attend the meeting to provide information on the approved Links Road to Cressing Tower 2km water mains replacement scheme (running from the water tower at Lanham Green Road/Whites Green in between Cressing and Bradwell, all the way down to Links Road).  Historically there had been a number of burst mains along this route. The aim of the scheme would enable the Bradwell Water Tower to be decommissioned once the project was completed, with residents being served via a pump from the reservoir. Not only would his save money, but residents would see an improvement in the water pressure. The new pumps were very reliable and there were back-ups in the event of pump failure.  Highways had approved Anglian Water’s application for the scheme, which would commence on 28 April and require closing Links Road for a total of nine weeks. Work would be undertaken in sections and all residents affected by the closures had been contacted in person and would be able to continue to access their properties via a fob/access code system. As the Project Manager, Mr. Rowland had given residents his assurance that he would be on-call 24/7 for the duration of the project.  The work would be undertaken in three stages, as follows:   * **Monday 28 April – Tuesday 1 July**, Links Road Closed, Live CCTV units with Dofygate (electronic Barrier) System for Access/Egress for residents living within road Closure. * **Thursday 22 May – Tuesday 1 July,** Lanham Green, from the junction of Shardloes Lane to junction of Lanham Green Road, again Live CCTV units with Dofygate (electronic Barrier) System for Access/Egress for residents living within road Closure. * **Wednesday 4June – Tuesday 1 July**, extend phase 2 Road Closure to include the junction of Lanham Green Road and Lanham Green.     Mr Rowland would send the Clerk maps indicating the road closure and diversion routes so that she could publicise them on the Parish Council website, media and in the Parish Newsletter.  The Parish Council expressed thanks to Mr. Rowland for taking the time to explain the project.  **Mr Rowland left the meeting at 7.50pm.** |
| **24-5/266** | **COUNTY AND DISTRICT COUNCILLORS**   1. **Cllr. Playle** reported on the following:  * **New bus shelter** – Cllr. Playle had submitted the application for a new bus shelter at the bus stop opposite Wadud’s restaurant. * **Pothole at Hollies Road** – follow-up on this issue had been made, requesting that this be given priority attention to ensure it was “made safe.” * **Locality** **Fund** (bench request) – Cllr. Playle had liaised with the Clerk as Essex County Council could find no record of there ever being a licence for the bench at Church Road. In addition to requiring an up-to-date licence, they had stipulated that a path be laid from the roadside to the bench, making it accessible to all. Only once there was a licence and a path, would they consider approving the Locality Fund. Given the deadline for this year’s Locality Fund applications being the end of March, Cllr. Playle had suggested the Clerk apply for the licence and obtain some quotes for the path and to make the application from the forthcoming budget. He confirmed that the Locality Fund would be available for and that he would make provision for the cost of the bench (£800.00) as agreed previously (Min. Ref 24-5/246) and also agreed to allocate some of these funds to contribute towards the cost of the path (the amount would be determined once the quotes were received by the Parish Council). * **Devolution** – Essex County Council was required to submit its interim report on the proposed unitary councils by 21 March 2025. It had publicised the consultation for Mayoral Combined County Authority in Greater Essex which runs until 13 April 2025, inviting residents in Essex to have their say.  1. **Cllr. Walsh** reported on the following:  * **Cllr**. **Abram** – apologies were received from Cllr. Abram, who continued to make a good recovery. The Parish Council asked Cllr. Walsh to pass on its best wishes to Cllr. Abram. * **Devolution** – following on from Cllr. Playle’s report, it was noted that elections for the Mayor of Greater Essex would take place in 2026. * **2025 Local Elections** – following the Devolution announcement, it had been confirmed that the local elections planned for May 2025 would not take place now until 2026. * **Local Plan Review** – a fundamental review of the Local Plan (including the recent Call for Sites exercise) was taking place, which would revise and extend the Local Plan to 2041. Once responses from the consultation had been collated, Braintree District Council would publicise their timetable of committee meetings where members of the public would be able to attend. These were expected to take place in May/June this year. * **BDC Waste Management and Recycling Scheme** – BCD had undertaken a consultation on its waste management and recycling scheme, which proposed to replace recycling bags with an additional large bin for carboard and paper. It was noted that BDC currently only recycled 48% of its domestic waste and it was keen to improve on this. The proposals for bins and collection under the new scheme included: * Food waste (weekly) * Cardboard & paper (one fortnight) * Other dry mixed recyclables (the next fortnight) * Non-recyclable waste (3-weekly) * Garden Waste – no change (fortnightly)   He noted there remained concern regarding flats and those properties with more restricted access and the requirement to have more bins and these concerns were being considered.  The Parish Council was naturally supportive of improvements to recycling, but concerns were raised over a three-weekly collection of non-recyclable refuse, especially during the summer months, where decomposition occurred more quickly and there was risk of maggots, vermin, and other pests. They also expected this could increase in the amount of littering and fly-tipping in the parish.  **Cllrs. Playle and Walsh left the meeting at 8.25pm** |
| **24-5/267** | **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 FEBRUARY 2025**  Councillors received and considered the minutes of the Parish Council meeting held on 10 February 2025 and resolved to approve them as a true record.  The minutes were signed by the Chair.  **Proposed: Cllr. Evans; Seconded: Cllr. Turner; All in favour, RESOLVED.** |
| **24-5/268** | **FINANCIAL REPORTS**   1. Councillors received and approved the financial statements to 28 February 2025.  Cllr. Lockey clarified that the invoice from EH Countryside was in respect of the tree pruning which had taken place in February 2025. Whilst this was the second invoice this budget year for tree pruning, the one received in April 2024 referred to work undertaken in March 2024 (the previous budget year and which formed part of the contract). The Clerk would liaise with the Contractor to confirm that, going forward, any additional work other than regular grass cutting, should be referred to the Contracts Manager or Clerk for prior approval.   **Proposed: Cllr. Kinder; Seconded Cllr. Turner; All in favour, RESOLVED.**   1. Councillors approvedpayments for February 2025. There were no queries.  **Proposed: Cllr. Lockey; Seconded Cllr. Evans; All in favour, RESOLVED.**   The Clerk advised that the annual charges for Microsoft subscription had increased to **£104.99**, which was due for renewal on 18 March 2025. She would pay this and reclaim this expense from the Parish Council in April. |
| **24-5/269** | **MEMBERSHIPS**  The annual renewal of membership to the RCCE and EALC/NALC were due shortly. The RCCE had confirmed theirs would increase to £61.80, including VAT. The EALC had yet to confirm the cost for 25/26.  Councillors considered both the RCCE and EALC/NALC both provided a helpful and valuable service (including legal advice) to the Parish Council, as well as other services and unanimously agreed to renew these for 2025/2026.  **Proposed: Cllr. Lockey; Seconded Cllr. Deighton; All in favour, RESOLVED.** |
| **24-5/270** | **GRANTS AND FUNDING**  The Clerk had applied for two County Councillor Grants in October: £400 to contribute towards the cost of two salt bins and £400 to contribute towards installing a bench by the re-wilding area at the church. To date these had not been approved, and she was therefore unable to place orders for the items. Given Cllr. Walsh had left the meeting, she would him after the meeting to request that he consider approving the applications.  As noted earlier by Cllr. Playle, the Locality Fund application for the replacement bench at Church Road would need to be deferred to the next budget year and once the licence for the bench was approved and a footpath installed.  **ACTION – CLERK** |
| **24-5/271** | **POLICIES**  The Clerk had reviewed the following policies, which required approval and resolution from the Councillors:  **Code of Conduct Policy**  **Communications Policy**  **Community Engagement & Social Media Policy**  **Complaints Policy**  **Co-option of a Councillor Policy**  **Data Protection Policy**  **Equality & Diversity Policy**  **Expenses Policy**  **Freedom of Information Policy**  **Grant Funding Policy**  **Health and Safety Policy**  **Retention of Documents & Records Policy**  **Training Policy**  Councillors had received the updated polices to enable them to be considered ahead of the meeting. There had been no fundamental changes to the policies, other than the Equality and Diversity Policy which had been consolidated. It was unanimously agreed to approve and adopt each policy. The Clerk would provide links to the updated versions on the Parish Council website.  **Proposed: Cllr. Lockey; Seconded Cllr. Turner; All in favour, RESOLVED.**  **ACTION - CLERK**  The following policies would be circulated in May 2025 to be resolved and approved at the Annual Parish Council meeting, along with the Fixed Asset Register:  Financial Regulations Policy  Standing Orders  Code of Conduct – confirmation that this has been read and understood |
| **24-5/272** | **ANNUAL PARISH MEETING 2025**  The Annual Parish Meeting would take place on 12 May 2025 and Councillors were asked to consider who to invite to present at the meeting. It was agreed that the Clerk invite the following:   * Village Hall Management Committee * Essex Community Policing Team * Local Fire Brigade * Dementia Society * Anglian Water * Low Carbon   **ACTION - CLERK** |
| **24-5/273** | **PLANNING MATTERS**  There had been no planning notifications received. |
| **24-5/274** | **PLAYINGFIELD**  Cllr. Kinder had nothing to report. |
| **24-5/275** | **FOOTPATHS**  The Footpaths’ Officer advised there were no issues to report, other than BDC were still investigating the damage to the bridge at Footpath 33. She noted there appeared to be an increase in the amount of littering in the area and had reported this. This referred to the haul road/Church Road, Doghouse Lane, Cut Hedge Lane and the A120 layby.  She referred to the increase in anti-social activity taking place in some of the laybys, which made these parts feel less safe to walk. The Clerk noted that the Parish Council had spoken with the local Community Policing team in January with regards to obtaining a Public Space Protection Order (PSPO). They had advised this could only be granted by the District Council. The Parish Council had this issue earmarked as a future item for discussion and to consider how best it could collate and present “evidence” of this activity to enable them to apply to the District Council to consider a PSPO. |
| **24-5/276** | **LINKS SOLAR FARM**  The Clerk confirmed that £1040 had been received from Low Carbon to reimburse the Parish Council for its legal fees. She had invited Ms. Beverley Rodbard-Hedderwick, Low Carbon’s Stakeholder Manager, to attend the Parish Council meeting in April to provide an update on the solar farm and answer any questions the Parish Council or public might have. To date she had not received a reply.  She had also advised Ms Rodbard-Hedderwick that the Parish Council was still awaiting the electronic Community Benefit document which requiring e-signatures from the Chair, Vice Chair and Clerk. Again, she had not received a response.  Cllr. Evans reported that there appeared to be some damage to the verges and road along Links Road which residents had advised had been caused by vehicles accessing the solar farm. Councillors recalled that Ms. Rodbard-Hedderwick had previously given her assurance to the Parish Council, that Low Carbon would ensure verges and roads were all made good once the project had been completed (Min. Ref 24-5/005).  The Clerk would endeavour to contact Ms Rodbard-Hedderwick again, to follow up on these points and invite her to the Annual Parish Meeting.    **ACTION - CLERK** |
| **24-5/277** | **CCTV/FLY-TIPPING IN BRADWELL VILLAGE**  The Clerk was pleased to report that the CCTV camera had been installed by the recycling bank. The Street Scene Team from BDC would monitor any activity and replace the SD card and batteries on a weekly basis. They also planned to remove and clear the area of any litter.  The Clerk would put a note in the Parish Newsletter, website and Facebook page advising residents.  **ACTION - CLERK** |
| **24-5/278** | **VILLAGE SIGNS**  Cllr. Turner reported that the village sign was damaged and required repair. It was agreed that the Parish Council should obtain three quotes to undertake repair work and present these for consideration at either the April or May meeting.  **ACTION - CLERK** |
| **24-5/279** | **IWMF CROSSING & TRAFFIC**  Cllr. Turner attended the latest IWMF liaison meeting and reported the following:   * IWMF had received reports of traffic not stopping at the crossing so were now monitoring this. It was reported that, on one day alone, 54 vehicles failed to stop. The IWMF were dealing with the staff in question, but this had raised serious concerns about the safety of the crossing. * There appeared to be a number of vehicles parking in the layby overnight, which contravened the signs noting that vehicles would be “towed away.” * The first “test-firing” would be undertaken in mid-August and will require 300 tonnes of waste a day, which would gradually increase to 1000 tonnes. Whilst there would be no more construction vehicles accessing the site, there would be lorries transporting the waste material. * The IWMF is seeking planning approval to allow a visible plume on occasion. The plume would not be combustion gases, but rather water vapour. Whilst this raised concerns with the Parish Council, they (along with residents) would rely on, and expect the Environment Agency to carefully monitor this and take appropriate action. * The planning application for the Rivenhall Greenhouse was expected to be submitted on 17 March 2025, which means it would be considered at the next Parish Council meeting.   Councillors discussed the potential benefits to the parish of applying for a Community Benefit Grant from IWMF. One example is that this could be used to contribute towards funding the path at the playing field which, due to a high cost, had been deferred as a longer-term project. Councillors would explore this further and consider this at a future meeting. |
| **24-5/280** | **ESSEX VILLAGE OF THE YEAR 2025**  At the last meeting it was suggested that the Village Hall might want to submit an entry to the RCCE’s Village of the Year competition given the amount of community events it held. Cllr. Turner had now discussed this with the Village Hall Management Committee who had agreed to submit an entry for the Village Hall section. He would be attending the RCCE Membership event on 25 March and would find out more information then. |
| **24-5/281** | **VILLAGE INFRASTRUCTURE**  Cllr. Harding reported the following:   * Along with Cllr. Playle’s application for a bus shelter opposite Wadud’s, Cllr. Harding had put in an application to ECC for replacement bins at the shelter by Waduds, the one at the BP garage and the one opposite Wadud’s. * Cllr. Harding had reported the streetlights by The Street, and it was expected/hoped these would be repaired as part of the work when the speed cameras were installed. * As part of the Great British Spring Clean, Nigel Allsopp from National Highways would deploy a litter pick team on 25 March to undertake a litter pick from Mark’s Farm to the A12. He had asked that they show both Bradwell and Mark’s Tey some “TLC” given this is where most people live. The Parish Council wanted to publicly thanks Mr. Allsopp and his team in advance for their efforts, which was very much appreciated.   The Clerk reminded councillors that the Spring Litter Pick was scheduled to take place on Saturday 12 April commencing at 9am. The Parish Council would also be funding the amenity vehicle to be in attendance for two hours from 10am.  She noted that the Street Scene Partnership Fund for 2025/26 had been received, where the Parish Council would receive an annual payment of £495.99 for assisting with keeping the parish tidy and which included holding litter picks, reporting fly-tipping, and advertising the Channel Sweeping events. Cllr. Turner said the litter picks were not very well attended and that, to date, there had been a lack of volunteers. However, residents did make use of the amenity vehicle, which last time cost the Parish Council £280.00.  Councillors agreed to review how well attended the Spring litter pick was at the May Parish Council meeting and consider whether or not to continue with funding the amenity vehicle to be in attendance.  Cllr. Evans reminded Councillors of the meeting on 15 March to discuss the future of the Church, and he hoped that as many residents as possible would attend. |
| **24-5/282** | **INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING**  **Future agenda items**:   * PSPO – Consider how the Parish Council/residents will record incidents/evidence to provide to BDC * Low Carbon – invite Beverley Rodbard-Hedderwick to the April meeting * Taking forward the Neighbourhood Watch Committee (if/when volunteers received) |
| **The Chair agreed to suspend Standing Order 3Y, General Meetings, as the meeting would exceed two hours.** | |
| **24-5/283** | **TO EXCLUDE PRESS AND PUBLIC**  Public Bodies (Admission to Meetings) Act 1950 'That the public be excluded from the meeting during consideration of Agenda ltem24/198,24h99,24/2OO, 24,201,, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section L Sub-section’ |
| **24-5/284** | **NEXT PARISH COUNCIL MEETING**   1. The next **Parish Meeting** will be held on **Monday 14 April 2025** at 7.30pm in the Village Hall, Bradwell 2. Items for inclusion in the agenda to be sent to the Clerk no later than 12 noon on **Friday 4 April 2025.**   **The meeting closed at 10.15pm** |