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: clerktobppc@outlook.com

4 June 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 09 June 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

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AGENDA

For the Parish Council meeting of the Bradwell with Pattiswick Parish Council on Monday 09 June 2025, in Bradwell Village Hall, Church Road, Bradwell at 7.30pm

ITEM	PRESENTER	SUBJECT	STATUS
25-6/059	Chair	WELCOME AND APOLOGIES To receive and accept any apologies for absence.	INFORMATION
25-6/060	All Members	DECLARATION OF INTERESTS To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda.	INFORMATION
25-6/061	Chair	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST	INFORMATION
25-6/062	Chair	REPRESENTATIVE FROM INDAVER RIVENHALL LIMITED and HAUL RD To hear from John Tatton in response to the concerns raised by the Parish Council letter emailed on 7 th May 2025 relating to the Haul Road.	INFORMATION /DISCUSSION
25-6/063	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
25-6/064	Chair	MINUTES OF THE MEETING HELD ON 12 MAY 2025 To receive and confirm the minutes of the Annual Parish Council meeting and Ordinary Parish Council Meeting held on 12 May 2025. Minutes to be signed by the Chair.	DECISION / RESOLUTION / ACTION
25-6/065	Clerk	CLERKS REPORT AND CORRESPONDENCE To receive the Clerk's report and actions carried out between meetings.	INFORMATION
25-6/066	Chair	PLANNING MATTERS Members to consider any new applications received below or between the date of the agenda and meeting:	
		New Applications: i. 25/01181/FUL – Land At 30-38 Old Road Bradwell Essex CM77 8BJ Retention for the siting of 12 No. metal storage containers and change of use of land from agriculture to Class B8 (storage) use as a rural diversification initiative.	DISCUSSION
		 Applications determined: ESS/39/23/BTE/NMA10 – Land at Rivenhall Airfield, Coggeshall Road, Braintree, CO5 9DF Non-Material Amendment to the wording of condition 2 of planning permission ESS/39/23/BTE to allow amended layout for the green roof over the CHP plant only to allow incorporation into the roof of heat vents, fans, emergency blow off valves and stone drainage channels/fire breaks. GRANTED – 20/05/2025 	INFORMATION
		ii. ESS/39/23/BTE/52b/01 – Rivenhall Airfield, Coggeshall Road (A120), Braintree, CO5 9DF Details pursuant to partial discharge of condition 52b (Odour management) 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 – 30/05/2025	

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25-6/067	Chair/Cllr. Kinder	 iii. ESS/39/23/BTE/51b/01 – Rivenhall Airfield, Coggeshall Road (A120), Braintree, CO5 9DF Details pursuant to partial discharge of condition 51b (Dust management) 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 Rivenhall Airfield, Coggeshall Road (A120), Braintree, CO5 9DF	DECISION/ INFORMATION /DISCUSSION
25-6/068	Footpaths' Officer	FOOTPATHS To receive a report from the Footpaths' Officer.	INFORMATION
25-6/069	Cllr. Harding	VILLAGE INFRASTRUCTURE To report from Cllr. Harding	INFORMATION / DISCUSSION
25-6/070	Clerk	LINKS SOLAR FARM To receive an update from the Clerk on the outstanding Community Benefit Deed and consider next steps.	DISCUSSION / DECISION
25-6/071	Cllr. Turner	VILLAGE SIGNS To receive an update from Cllr Turner.	DISCUSSION / DECISION
25-6/072	Cllr. Turner	BRADWELL INFORMATION WEBSITE AND SUBSCRIPTION To consider a Bradwell Information website and subscription service.	DISCUSSION / DECISION
25-6/073	Chair	 NEIGHBOURHOOD WATCH i. To consider the establishment of a Neighbourhood Watch scheme within the parish, noting that one resident has expressed interest in volunteering. ii. To discuss possible support from the Parish Council in promoting the scheme and encouraging wider community participation. 	INFORMATION / DISCUSSION/ DECISION
25-6/074	Chair	NEIGHBOURHOOD PLAN REVIEW UPDATE To receive an update from Cllr Dunn – report to read out in Cllr. Dunn's absence	INFORMATION
25-6/075	Clerk	ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024-25 i. To receive the Internal Auditor's Report and agree the recommendations. ii. Section 1 AGAR – To review and agree the Annual Governance Statement 2024-25. Clerk and Chair to sign. iii. Section 2 AGAR – To review and agree the Accounting Statement 2024-25, which has been signed by the Responsible Financial Officer. Chair to sign. iv. To receive and agree the Explanation of Variances for the Accounting Statement. v. To note the dates for the public rights notice as 11 th June to 22 nd July.	INFORMATION / DECISION / ACTION
25-6/076	Chair	EMPLOYMENT COMMITTEE TERMS OF REFERENCE To approve the Terms of Reference for the Employment Committee as shared via email ahead of the meeting.	ACTION

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25-6/077 **FINANCE**

- i. To receive and approve financial statements to 31 May 2025.
 - a. Bank Reconciliation to 31 May 2025 Two Councillors to sign
 - b. Budget v Actual Two Councillors to sign
 - c. Budget Report June Councillors to confirm accurately represents budget agreed in January 2025 and sign.
- ii. Authorisation of payments to:

	Net	VAT	Gross	
Theresa Trotzer Wilson	£613.98		£613.98	Clerk Salary – May 13 to June 9
Theresa Trotzer Wilson	£49.31	£1.00	£50.31	Clerk Expenses – May 13 to June 9
Theresa Trotzer Wilson	£26.00	-	£26.00	Work from Home Allowance
E H Countryside Inv.1044	£496.32	-	£496.32	Grass Cutting at Church and Playing Fields – 07/05/2025
E H Countryside Inv.1045	£496.32	-	£496.32	Grass Cutting at Church and Playing Fields – 30/05/2025
Holly Blackwell Inv. 905	£120.00	-	£120.00	Internal Audit and Report for 2024-25
Bradwell Village Hall	£250.00	-	£250.00	Hall Hire 2025-26

Two councillors to sign schedule of payments sheet.

iii. To discuss the current limitations of access to the council's Metro Bank account and to consider the potential benefits of moving to Unity Trust Bank, including appropriate access for the Responsible Financial Officer and Clerk. A decision may be made on whether to initiate the process of switching banks, to open a savings account and deposit account and who to add as signatories to the account.

25-6/078	Chair	ir INFORMATION EXCHANGE & AGENDA ITEMS FOR THE NEXT MEETING To receive and consider future Agenda items.			
25-6/079	Chair	 i. The next Parish Meeting will be held on Monday 14 July 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 27 June 2025. 	INFORMATION / ACTION		
CLOSE MEETING					

THIS NOTICE WAS ISSUED on 4 June 2025, by Mrs Theresa Trotzer Wilson, Clerk & RFO Bradwell with Pattiswick Parish Council Tel: 07934 214971 | e-mail: clerktobppc@outlook.com

Parish Council Meetings 2025:

13 January 14 July 10 February August - No Meeting 10 March 14 April 12 May – <u>Annual Parish Meeting, Annual Parish Council</u> Meeting, <u>Parish Council</u> Meeting 09 June

08 September

13 October

10 November

08 December

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