

# Bradwell with Pattiswick Parish Council

Minutes of the Parish Council Meeting  
Held on 6<sup>th</sup> May 2015 7:30pm

**Present:** Councillors Cllr. M.Harden (Chairman)  
Cllr. R.Hockley-Byam  
Cllr. B. Coutts  
Cllr. M. Keepence

**Also in attendance** Diane Jacob (Clerk)  
One Member of Public

- 15/083 Welcome & Apologies for absence**  
Apologies received and accepted from, Cllr.D. Tyrie and Cllr.T.Speakman
- 15/084 Declarations of Interest**  
None.
- 15/085 Public Forum**  
No comments made.
- 15/086 Consideration of Minutes of the last meeting held on 13<sup>th</sup> April 2015**  
Minutes were declared as a true record and signed by the Chairman Cllr.M.Harden.  
Proposed by Cllr.R.Hockley-Byam, seconded by Cllr.B.Coutts, all in favour, resolution passed.
- 15/087 Accounts 2014/2015**  
The Chairman read out the Internal Auditors Report.  
The Clerk confirmed VAT had been claimed and received for 2014/2015  
Chairman and Parish Clerk/Responsible Financial Officer signed the Annual Return for 2014/2015. Clerk to now send it to the External Auditor.
- 15/087 Memorial**  
Memorial tree for Cllr.B. Biggs, e-mail received from Highways dated 6<sup>th</sup> May 2015  
Conditions brought to the Parish Council attention, and noted content to plant the tree.  
Clerk to contact District Cllr. J. Abbot regarding the tree.
- 15/88 Planning Matters**  
**Ref:** 15/00017/NMA  
7 Riverside Bradwell Essex CM77 8RS  
Application for a non-material amendment following grant of planning permission 15/00146/FUL - A reduction in the depth of the side extension from 6.63m to 6.0m  
Approval has been granted by Braintree District Council Planning Department.

## 15/90 Financial Matters

**FINANCIAL STATEMENT FOR APRIL 2015.** (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE).

	Cheque No.	Total
E-On (Electricity for Street Lights)	DD	52.43
Essex Association of Local Councils Inv. No. 5290	100948	152.16
Essex Pension Fund (for April)	100949	53.29
D. Jacob (Salary for April)	100950	242.47
D. Jacob (Expenses for April)	100951	48.14
MD Landscapes (Anglia) Ltd Inv. No. 56	100952	528.00
Mr M. Keepence (Appletree for Orchard in Playfield)	100953	27.00
J.C. Reddington (Internal Auditor)	100954	50.00
Winckworth Sherwood Inv No. 253512	100955	798.00
O2 (Mobile Phone) (For April)	DD	15.54

Proposed by Cllr.M.Harden,, seconded by Cllr.R Hockley-Byam, all in favour, resolution passed.

It was noted when signing the cheques – That cheque number 100949 made payable to The Essex Pension Fund was made out for £57.01,(in accordance with completed PN11 form) The Clerk confirmed the correct figure should be £57.01 and not £53.29 as stated on the agenda. The Clerk also informed the Parish Council members that if the completed PN11 form and payment was not received by Essex County Council before the 19<sup>th</sup> of each month that the Parish Council would incur a penalty fine of £250.00 for every late payment.

For this reason it was agreed to sign cheque number 100949 made payable to the Essex Pension Fund for £57.01.

Proposed by Cllr. R. Hockley-Byam, seconded Cll. M.Keepence, all in favour

**15/091** To confirm that two letters have been received from Cllr.M. Keepence to retract comments made at the meeting held on 9th March, Minute number 15.062, this item was closed to the public but still held in a Parish Council Meeting, these minutes have been agreed, approved, signed at our meeting held on the 13<sup>th</sup> April, and therefore published. This item was noted.

**15/092** **Village Hall Lease**  
After reviewing all the information received, it was agreed that the Parish Council have no option – but to Notsurrender the Lease.

**15/093** **Next Parish Council Meeting 18<sup>th</sup> May 2015**  
Meeting Closed at 8.10pm