



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Marie Snell

Bradfield Village Hall, The Street, Bradfield, Essex, CO11 2UU. Tel: 07851 760264

Email: clerk@bradfieldparishcouncil.org.uk

Members of the Council are hereby summoned to attend the Parish Council Meeting to be held at St Lawrence Church, The Street, Bradfield, CO11 2US on Tuesday 4th November 2025 at 7:30 pm.

Please note that meetings may be recorded for minute taking purposes. Parish Council Minutes are a record of decisions made by the council, and are not a verbatim account of discussions held.

Agenda

1. Apologies for Absence

To receive and approve any apologies for absence

2. Members' Declaration of Interests

To receive members' declaration of interests regarding items that appear on the agenda

3. Minutes

To receive the Minutes (*circulated separately*) of the Parish Council meeting held on the 7th October 2025, to be approved as correct records and signed by the Chairman.

4. Public Open Forum (Maximum 15 minutes)

Questions pursuant to Standing Order 3.

5. Town Planning

- To consider the below schedule of applications as per the schedule issued by Tendring District Council:

25/01536/FULHH	Householder Planning Application - Erection of part single / part two storey rear extension following demolition of detached workshop outbuilding and rear conservatory.	6 Harwich Road Bradfield
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6. District and County Councillor reports

To note reports from Cllrs Guglielmi and Ferguson.

7. Clerk's Report

To receive the Clerk's Report for information.

8. Working Group Reports

To receive updates from the following working groups:

- Recreation Ground Benches working group
- Bradfield Byelaws working group
- Highways Scheme working Group
- To create Ongoing Communications Working Group between Bradfield Rovers Football Club, Bradfield Parish Council and Bradfield Village Hall.

9. Amenities

- To receive update noting any maintenance carried out
 - Replacement of wood on play frame
- To agree any necessary works to be carried out by reputable contractor

10. Housing Needs Survey

To consider findings from report led by RCCE representative at October meeting and agree next steps.

11. Bradfield Village Hall Communications

To receive report from Bradfield Village Hall.

12. Bradfield Rovers Football Club

To receive update from the clerk regarding BRFC request for independent mediation and consider associated expenditure.

13. War Memorial Clean

To provide update following discussion with St Lawrence Church.

14. Finance

- To receive the financial report and to approve accounts for payment as per the schedule (*circulated seperately*).
- To approve payment of invoices received in accordance with the 2025/2026 budget.
- To note the emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4.
 - Play frame wood replacement by PlayQuip £225 +VAT.
- To note purchase of remembrance wreath to Harwich branch of Royal British Legion's Poppy Appeal 2025.

15. Grant Application

To consider grant application on behalf of St Lawrence Church.

Organisation	Purpose of Grant	Requested Grant
St Lawrence Church	To fund the cost of repairs to the bench and boundary wall of St Lawrence Church.	£4000

16. Council Policies

- To adopt Protocol for Public Speaking Policy.

17. Items from councillors to be added to the next agenda

18. Date of Next Meeting

The next meeting of the council to be held on **Tuesday 2nd December 2025 at 7.30pm** at **St Lawrence Church Room, The Street, Bradfield, CO11 2US.**



Mrs Marie Snell
Clerk to the Council

28th October 2025