



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 Bradfield Village Hall The Street, Bradfield, CO11 2UU on Tuesday 5th August 2025 at 7:30 pm.

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 of the Parish Council meetings held on the 1st July and 16th July 2025, to be approved as a correct record and signed by the Chairman.

4. Public Open Forum (Maximum 15 minutes)

Questions pursuant to Standing Order 3.

5. Town Planning Applications as per Schedule Issued by Tendring District Council

To consider the below schedule of applications:

| | | |
|------------------------------|--|--|
| 25/01056/FUL | Application for Full Planning - Solar Farm and Battery Energy Storage System (BESS) with associated substation, access tracks and equipment. | Land North of A120 Horsley Cross Essex |
|------------------------------|--|--|

6. Matters received in the post

- Letter received from Bradfield Rovers Football Club
- Letter received regarding hedge trimming within Bradfield

7. Bradfield Allotment and Recreation Ground Charity

To agree an additional meeting of the charity.

8. District and County Councillor reports

To note reports from Cllrs Guglielmi and Ferguson.

9. Clerk's Report

To receive the Clerk's Report for information.

10. Chairman's Report

To received the Chairman's Report for information.

11. Working Group Reports

To receive updates from the following working groups:

- a. Recreation Ground Benches working group
- b. Bradfield Byelaws working group
- c. To create Highways Scheme Working Group following recent visit to Bradfield

12. Amenities

- To receive update noting any maintenance carried out
 - Telephone Box Lightbulb Repair
 - Mill Lane Cemetery Weed Clearance
- To agree any necessary works to be carried out by reputable local contractor
- To receive update from Cllr Weal regarding Bradfield Book Exchange.

13. Bradfield Village Hall Car Park Request

To consider the request received from Bradfield Village Hall for the use of the car park for the following events:

- Thursday 4th September 2025 (evening) – Eat Greek Evening
- Saturday 29th November 2025 (day time) – Christmas Fayre

14. Bradfield Village Hall Communications

Cllr Coley - To request a standing agenda item for a brief monthly written report provided by Bradfield Village Hall to maintain positive ongoing communications between village organisations.

15. Finance

- To receive the financial report and to approve accounts for payment as per the schedule (*previously circulated*).
- 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.
- Clerk to provide update and regarding council savings account with Redwood Bank.
- To receive report from Cllr Cunningham following an independent review of the accounts.
- Clerk to advise members that the National Joint Council have agreed the local council pay award for 2025/26, and pay award is backdated to 1st April 2025 which has been included in August's payroll noting a 61p per hour increase.

16. Council Policies

- To adopt the council ICT Policy following guidance update from Joint Panel on Accountability and Governance (JPAG).
- To consider revising Financial Regulations 6.8 following advice from Internal Audit in relation to Transparency Code 2015.
- To adopt Bradfield Village Hall Car Park 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 September 2025 at 7.30pm at Bradfield Village Hall, The Street, Bradfield, CO11 2UU.**



Mrs Marie Snell
Clerk to the Council

29th July 2025