



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 1st July 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 and Confidential Minutes of the Parish Council meeting held on the 3rd June 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:

25/00824/FULHH	Householder Planning Application - Single storey side extension and erection of detached gazebo.	Pond Cottage Heath Road Bradfield
25/00912/NMA For information only	Non Material Amendment to 24/01503/FULHH - Addition of porch to approved scheme.	Street Farm Heath Road Bradfield

Determinations

To note the determination of the Planning Authority for 25/0137/FULHH – Grasmere, The Street, Bradfield which was approved.

6. District and County Councillor reports

To note reports from Cllrs Guglielmi and Ferguson.

7. Chairman's Report

To receive the Chairman's Report for information.

8. Working Group Reports

To receive updates from the following working groups:

- War Memorial working group
- Village Hall Carpark working group
- Recreation Ground Benches working group
- Bradfield Byelaws working group

9. Bradfield Recreation Ground Usage

To consider and agree the use of the Recreation Ground by the local football club during the summer months.

10. Highways Update

To receive update from Cllr Coley following a recent meeting with Essex Highways.

11. Amenities

- To receive update noting any maintenance carried out.
- To agree any necessary works to be carried out by reputable local contractor
- To consider the ongoing plan for the bio-diversity area within the recreation ground.

12. 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 approve the delegated payment schedule for 2025/26.
- To note the emergency expenditure by the clerk, Chairman and Vice-Chairman as specified in Financial Regulations Section 4.
- Clerk to provide update and consider the movement of financial reserves into alternative savings scheme for security of funds.

13. Council Insurance

To renew the council's insurance policy and to agree to fund the Bradfield Village Hall building insurance.

14. General Power of Competence

To consider whether to adopt the General Power of Competence under the Localism Act 2011 Section 1.

15. Council Policies

To review and adopt the council Retention of Documents and Records Management Policy.

16. Council Action Plan

To adopt the council action plan for 2025-2028.

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 5th August 2025 at 7.30pm** at **Bradfield Village Hall, The Street, Bradfield, CO11 2UU**



Mrs Marie Snell
Clerk to the Council

24th June 2025