



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Marie Snell

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

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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 2nd September 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 5th August 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
25/01127/FULHH	Householder Planning Application - New vehicular access and parking at front.	Brock and Brewses Farm The Street Bradfield

6. Matters received in the post

- Correspondence rec'd 7th August 2025 – St Lawrence Church Bradfield
- Correspondence rec'd 22nd August 2025 – Bradfield Rovers Football Club - For the attention of Bradfield Parish Council as Sole Trustees of Bradfield Allotments and Recreation Ground Charity.

7. District and County Councillor reports

To note reports from Cllrs Guglielmi and Ferguson.

8. Clerk's Report

To receive the Clerk's Report for information.

9. Working Group Reports

To receive updates from the following working groups:

- Recreation Ground Benches working group
- Bradfield Byelaws working group
- Highways Scheme working Group

10. Amenities

- To receive update noting any maintenance carried out
- To agree any necessary works to be carried out by reputable local contractor
- To agree and instruct the cleaning works of the War Memorial located by St Lawrence Church.

11. Bradfield Village Hall Communications

To receive report from Bradfield Village Hall.

12. Bradfield Village Hall Request for use of Car Park

- To receive correspondence from BVH regarding event on Sunday 27th September regarding potential usage of car park.
- To receive correspondence from BVH for the use of the Village Hall Car Park on 20th September between 1130 and 1330hrs for a wedding within the village.

13. 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.

14. Notice of Conclusion of Audit 2024/25

To receive the conclusion of audit for year ended 31 March 2025.

15. Council Emergency Plan

To adopt council emergency plan and agree the publication process.

16. Council Policies

- To review the council Cemetery Fees and Regulations
- To review the council Memorial Management and Safety 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 7th October 2025 at 7.30pm at St Lawrence Church Room, The Street, Bradfield, CO11 2US.**



Mrs Marie Snell
Clerk to the Council

26th August 2025