



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Line Djuve-Wood

44 Lawford Place, Lawford, Essex, CO11 2PT, Tel: 07851 760264

E-mail: clerk@bradfieldparishcouncil.org.uk

Minutes of the Full Parish Council Meeting held virtually via Zoom on Tuesday 2nd March 2021 at 7.30 p.m.

Present:	Cllr. K. Wynn (Chairman)	Cllr. K. Burton (Vice Chairman)
	Cllr. A Coley	Cllr. R. Scott
	Cllr. S. Gunter	Cllr. R. Mitcham
	Cllr. A. Mackrill	Cllr. V. Osborne
	Cllr. D. Booker	
In Attendance:	County Cllr. C. Guglielmi	7 members of the public
	L. Djuve-Wood (Clerk)	

144/20 Apologies for Absence

There were no apologies for absence.

145/20 Declarations of Interest

Cllr. Wynn declared a non-pecuniary interest in item 5 on the agenda "To consider Article 4 Direction proposal in relation to pop up camp site" as she is personal friends with the owners of Ragmarsh Farm.

146/20 Minutes of the Previous Meeting

RESOLVED that the minutes of the Full Council meeting held on the 2nd February 2021 be approved as a correct record and signed by the Chairman.

147/20 Public Participation

There were seven members of the public present, including one member requesting to provide the Council with a presentation regarding item 5 on the agenda "To consider Article 4 Direction proposal in relation to pop up camp site." Cllr. Wynn proposed to suspend Standing Order 3e) and to extend the time of the public participation session to a total of 30 minutes. It was **RESOLVED** to suspend Standing Order 3e).

Cllr. Wynn noted that all councillors had received and read the papers provided to them from the member of the public in relation to agenda item 5 in advance. She asked the member of the public to briefly summarise their reasons for the proposal, as follows:

- Article 4 Directions are not unusual but are ordinary procedures which are applied automatically within conservation areas and other areas of interest and helps control small developments. It does not remove any individuals right to carry out developments, it just ensures that the applicant has to seek consent from the planning authority before doing so;
- The reasons an Article 4 Direction should be applied in this particular situation is threefold. One reason is the timing of planning application 20/01676/FUL at Ragmarsh Farm and the existence of the exemption under the General Development Order for pop up caravan sites during the course of the summer. Last year the 28-day exemption for pop up camp sites was extended to 56 days due to the COVID crisis. We don't yet know what the period is going to be this year. The planning

application at Ragmarsh Farm is for a six-month period from April to September and is yet to be heard. If it was to be heard during March or April and should TDC decide that further evidence is needed in terms of the ecological impact of a camp site on the area, it would still be possible without an Article 4 Direction for a pop up camp site to appear in the summer;

- Secondly, a strong objection has been lodged by Essex Highways in relation to access to the site. A pop up camp site won't alleviate any risks in relation to access to Shore Lane, which is a one way track with no passing places, for residents of Bradfield or visitors to the site;
- Finally, there have been many objections to this planning application from local residents who are not only worried about access to the site but who also have many other relevant concerns.

County Cllr. Guglielmi emphasised that it is rare that Highways raise any objections to a planning application, which means that on this occasion their objection is considerable.

Another member of the public expressed concerns about a response presented to the planning authority from Foxes Rural Consultants in relation to Suffolk Coast and Heaths AONB consultee submission, whereby Foxes had suggested that Ship Lane could be used for access to the field. The member of the public pointed out that Ship Lane is not a viable track and not suitable for traffic.

It was asked whether or not Foxes report would be relevant as it was not part of the original planning application. County Cllr. Guglielmi replied that ECC Highways would need to be reconsulted on the basis that new documentation had been supplied.

Cllr. Coley noted that as statutory consultees such as National England, ECC Ecology, Suffolk Coast and Heaths AONB and Essex Highways have opposed the planning application, the Parish Council should take note. If concerns exist for a camp site operating for six months of the year, they exist for a camp site operating any day of the year.

148/20 To consider Article 4 Direction proposal in relation to pop up camp site

Following discussion taking place during the public participation session and considering the arguments presented to the Council it was **RESOLVED** that the Council formally request that the Tendring District Council Planning Department and Cabinet consider invoking an Article 4 Direction in respect of land accessed from Shore Lane, Bradfield.

149/20 District and County Councillor Reports

District and County reports had been received from TDC and ECC and circulated to all councillors.

The ECC report contained information on the latest COVID statistics. County Cllr. Guglielmi noted that Tendring had a very high vaccination rate with 46.9% of adults in the area having been given their first vaccination dose. The ECC report also included information on the Essex Wellbeing Service, a £100k fund made available for emotional wellbeing to support people affected by the pandemic, new measures to rebuild the economy including 500 new apprenticeships; 35,000 free school meal vouchers provided during the February half term and ECC's 2021/22 budget, highlighting that £180,000 have been added to LHP revenue budgets for smaller highways projects.

The district report also contained information on the current COVID situation; the upcoming 2021 census scheduled for 21st March; TDC's 2021/22 budget which will result in a £5 increase in the district council portion of the council tax bill; the District Local Plan with Part One having been fully ratified by TDC's Full Council and Part Two currently progressing.

150/20 Clerk's Report

The clerk had circulated the clerk's report in advance. She noted that C&W Fencing had told their contractor to relay the new tarmac on the footpath at the entrance to the playground as instructions had not been followed. She also pointed out that the trial period for Crumb and Brew was coming to an end.

151/20 To receive councillor / working party brief reports

There were no councillor or working party reports.

152/20 Highways/Environment

a) To consider TDC Climate Change Request Letter

Cllr. Wynn noted that the Council had received a letter from TDC suggesting that all Parish/Town councils add an agenda item at the end of each meeting to consider whether any of their decisions may have an adverse or positive impact on carbon footprint. Whereas the Parish Council is happy to do so, Cllr. Wynn noted that TDC should also ensure that going forward, in light of their own climate emergency declaration, that all their departments are working in line with their declaration, including mandatory consideration of preserving trees when dealing with any planning application. The clerk was asked to pass the Council's concerns on to District Cllr. Fairley.

153/20 Amenities

a) To consider groundwork and electrical installation costs of defibrillator at The Old Ram & Hoggett Tea Room

A quote of £340 plus VAT for the electrical installation of the defibrillator and a quote of £195 plus VAT for the groundwork had been received from S. Scott Electrical. The Council had also received a quote of £400 plus VAT from HFL for the groundwork only. It was **RESOLVED** that the Council instruct S.Scott Electrical to carry out both the groundwork and electrical installation of the defibrillator.

b) To discuss plans to celebrate the completion of the VE/VJ Day Commemoration Stone

Cllr. Wynn informed the Council that the installation of the base is due to commence on the 8th March. Cllr. Coley added that with the current lockdown a proposal to unveil the new commemoration stone during the early May bank holiday would probably no longer be appropriate and suggested a later date should be considered. It was agreed to revisit this at the next meeting. It was noted that once the base had been made the installation of the commemoration stone should wait until such time it was ready to be unveiled.

c) To revisit the date set for the litter pick

Cllr. Wynn noted that the village was in desperate need of a litter pick. Cllr. Coley added that with the current lockdown it was still too early to organise one. He suggested councillors do some individual litter picking themselves in the meantime. He also added that in asking TDC to clear litter from Clacton Road in Mistley he had also asked for Jenkins Hill and Brickman's Hill to be done at the same time.

d) To discuss and plan layout of the new cemetery land, including installation of boundary fencing

Cllr. Wynn stated that the working party had met via Zoom and discussed as a first step installing a chain link fence on two sides of the new land. She noted that tree planting would be restricted due to the new land being an extension of the existing burial ground. The working party had discussed planting a hedge around the outside with specimen trees planted along the hedge. It was also suggested creating a perennial wildflower meadow. Cllr. Mitcham suggested installing a wooden post fence with wires rather than a chain link fence. It was **RESOLVED** that the clerk seek quotes for a wooden post fence with three wires, that she contact eforests.co.uk to query about their free trees as well as the Woodland Trust, and that she asks HFL to provide a quote for removing the grass and top layer of soil for a wildflower meadow.

e) To discuss progress of war memorial restoration

Cllr. Osborne informed the Council that the working party had had an interesting meeting via Zoom with representatives from St Lawrence Church. He noted that whereas there is a real desire from the Church to do something with the current state of the War Memorial, due to the fact that it is situated within their graveyard it will most likely require a faculty. He suggested that the Council agree a common goal for restoration with the Parochial Church Council before inviting external bodies such as Historic England, the War Memorial Trust and the Diocesan Advisory Committee to a meeting between all parties. Cllr. Coley added that it would be beneficial to meet in person once COVID regulations allow. He also noted that even though the information on the War Memorial is also available inside the church and within records, the War Memorial is unique and it would be a shame for the names engraved to not be legible in a few years' time.

f) To consider quote from HFL for levelling and reseeding areas of the recreation ground

The clerk noted that she had not yet received the quote from HFL for levelling and reseeding areas of the recreation ground. She would ask for an alternative quote from Environmental Design.

g) To consider requesting a contribution from Bradfield Rovers Football Club for the upkeep and maintenance of the recreation ground in lieu of annual fees

It was **RESOLVED** that the Bradfield Rovers Football Club should be asked to pay a nominal fee of £40 per annum going forward to contribute to the upkeep of the recreation ground, and in particular grass cutting.

h) To consider costs for TDC annual playground inspection

It was **RESOLVED** to instruct TDC to carry out the annual playground inspection at the quoted cost of £45.95 plus VAT.

i) To receive fortnightly play equipment reports and consider any maintenance recommendations

There had been no new issues reported.

154/20 Planning Applications - To consider commenting on the following planning applications

- a) 21/00107/FUL, Proposed single storey rear extension. (Revision to already approved application 20/01596/FUL by extending depth from 1.8m to 2.5m), Songbird Cottage, Barrack Street, Bradfield, CO11 2RB**

RESOLVED that the Council does not have any comments on this planning application.

b) 21/00132/FUL, Proposed two storey rear extension with remodelling of front elevation, Glendoveer, Wix Road, Bradfield, CO11 2UX

RESOLVED that the Council does not have any comments on this planning application.

155/20 Finance

a) To receive the monthly finance report, including monthly bank reconciliation figures

The clerk had circulated the finance report and monthly bank reconciliation in advance. The current account held £1,977.57 as at 26th February 2021 and the savings account £74,702.05. It was **RESOLVED** that the bank reconciliation be approved.

b) To approve payment of invoices received in accordance with the 2020/21 budget

RESOLVED that the following payments be approved:

Payee	Net £	VAT£	Gross £
EON (Paid)	171.18	8.56	179.74
Webfactory (Website host fee)	14.99	3.00	17.99
Barclaycard (Various)	317.45	0.00	317.45
Hill Farm Landscapes (maintenance)	940.00	188.00	1,128.00
Hill Farm Landscapes (playground sign)	300.00	60.00	360.00
A and B Surveys (BVH Lease Plan)	175.00	35.00	210.00
D Taylor Engineering (Village sign repainting)	480.00	96.00	576.00
L Djuve-Wood (remaining non taxable portion working from home allowance)	62.00	0.00	62.00
L Djuve-Wood (salary including taxable portion working from home allowance)	1,141.02	0.00	1,141.02
HMRC (tax and NI)	419.72	0.00	419.72
NEST (pension)	68.22	0.00	68.22
Total:	4,089.58	390.56	4,480.14

156/20 Items from councillors to be added to the next agenda

- a) To discuss speeding issues in the village, particularly along The Street
- b) To consider new venue for council meetings

157/20 To note the date and time of the next meeting

The next full council meeting is scheduled for Tuesday 6th April 2021 at 7:30 p.m. Venue is dependent on future COVID-19 regulations and is to be confirmed nearer the time.

There being no further business the Chairman closed the meeting at 9.06 p.m.

Signed Chairman

Dated