

BRADFIELD PARISH COUNCIL
PARISH COUNCIL MEETING
Minutes October 2019

Minutes of the Parish Council Meeting held on Tuesday 5th November 2019 at The Methodist Hall, Bradfield, Manningtree, Essex commencing at 7.30pm.

Present: Cllr Mrs K Wynn (Chairman), Cllr Mrs K Burton (Vice Chairman) and Cllr R Scott

Also Present: Jeanette Sands (Clerk) and nine members of the public

There are 4 vacant seats on the Parish Council

109/20

Apologies for Absence.

Apologies were received from Cllr Osborne and Cllr Coley

109/21

Declarations of Interest

No declarations of interest were made

109/22

The Minutes of the Meeting held on 1st October 2019

It was **RESOLVED** to accept the Minutes as a true record, and these were signed by the Chairman

Proposed: Cllr Mrs Burton

Seconded: Cllr Scott

109/23

Public Speaking

A request was made for a breakdown of the costs for the grass cutting and recent hedge trimming, this was provided. Confirmation that a Complaint form had been received was requested, The Clerk advised that the form had been sent to the Monitoring Officer at Tendring District Council. Another member of the public talked about past conditions at the cemetery. At this point several members of the public became very aggressive towards the Councilors with one being threatened with violence. The Chairman moved to have this person excluded from the meeting, but they refused to leave. The police were then called. A request for calm was ignored so the meeting was suspended, and members of the public asked to leave (Standing Orders Section 2 (a), (b) and (c). Members of the public refused to vacate the building only doing so when ordered to by the police.

The meeting suspension was then lifted.

109/23

Personnel Committee

The Personnel Committee required a third member. It was **RESOLVED** Cllr Coley should take up this position.

109/24

Clerks Report

Storage and GDFC Audit – EWD have quoted a starting cost of £5 per bag minimum order of 10 then afterwards £5 per any additional bag. The bags are secure and collected by EWD.

Dog Bin emptying invoice – TDC were phoned and a voice mail left. The previous invoice was dated May 2018. TDC have not yet replied.

Gyro Seat and Zip Wire spares – have arrived and NGF confirmed that the chain may need cutting to fit.

Recycling bins – these have been reported. TDC have contacted the contractors and requested that the bins be emptied.

Road Markings – an email has been received asking if the white lines from The Village Maid down towards the Strangers could be re-painted as they have faded which could lead to traffic problems.

A120 Closures – an email has been received regarding the diversion routes. Concerns were raised about the extra traffic travelling through the village at speed and the amount of HGV vehicles travelling in both directions causing problems when trying to pass each other. The resident would like to know what measures the Parish Council have taken.

Resignation of the Handyman Contractor – this was received 15th October and an acknowledgement email sent on behalf of the Parish Council.

109/25

Councillor/Working Party Brief Reports

The two planters have been installed at the bus shelter near Cansey Lane and many favourable comments have been received.

Office 365 has been installed, once everything has been checked everyone will move across to this software. This item is still ongoing

Football – Brantham U13's had a very successful match using Bradfield's pitch.

109/26

Review of Policies

103/19

The Cemetery Regulations will be reviewed at the next meeting

109/27

Planning

No planning applications of determinations have been received

109/28

Finance Report

Current Account

The balance of the current account stands at £37463.07

Payments for November total £6801.65

Balance = £30661.

Savings Account

The balance of the savings account stands at £55082.27

The payment of £35 to the ICO was taken by mistake from this account but has now been changed to the current account for next year's payment.

December Payments

At present these stand at £413.94

PFK Littlejohn auditors approx. £240

EON approx. £173.94

There will be an invoice from A & J Lighting for a streetlight which has just been repaired.

The current account has a large balance and the RFO suggested transferring £20,000 across to the savings account. This leaves a balance of £10661.10 in the current account

The payments list and invoices were presented to Councillors for authorization of the payments and transfer. Two out of the three weeks on the GALS invoice has been paid,

however a breakdown of week three has been requested before this can be considered to be paid. It was **RESOLVED** to accept the payments and transfer

Proposed: Cllr Burton

Seconded: Cllr Scott

109/29

Grounds Maintenance

The hip hop seat has now been repaired. The silver gate is awaiting repair and putting back. The zip wire parts have arrived, but the chain will need to be shortened before replacing the old chain and cover. The bolt on the gate to the small children's play area is not closing, the gate appears to have dropped. Some fence panels around this area have a slight amount of movement. One post has been cracked but is still in place. The picnic benches can be lifted slightly on one side and the bench near to the village sign has a crack where it has been caught exposing some of the wood.

109/30

Litter Pick

Depending on the number of people taking part the areas which are to be focused on are Cansey Lane

Shore Lane/Beach

Station Road/Jenkins Hill

If there are sufficient numbers on the day other areas may be able to be covered. Hi-Viz jackets are to be provided. It was **RESOLVED** Cllr Scott will order 20 of these.

Proposed: Cllr Mrs Wynn

Seconded: Cllr Mrs Burton

109/31

Printer/Scanner

The Clerk has looked into a new printer/scanner, two Hewlett Packard printers were selected, one A3 and one A4. It was **RESOLVED** to order the A4 version at a cost of approximately £60

109/32

Debit/Credit Card for the Clerk

A Flex credit card appears to be the best choice as this has no annual charges. This item is still on going.

109/33

Street Lighting

Two lights were recently repaired but were not replaced with LED bulbs. It was **RESOLVED** these would be replaced with LED next time a new bulb is required.

109/34

Amenities Sub-Committee

The formation of an Amenities Sub-Committee to oversee items such as grass and hedge cutting and general maintenance was discussed. It was **RESOLVED** to form an Amenities Sub-Committee and Cllrs Mrs Wynn, Coley and Osborne were appointed.

Proposed Cllr Burton

Seconded Cllr Scott

109/35

Land Purchase

This item is deferred until the next meeting as more information has been requested.

109/36

Items for the next Agenda

Land Purchase

109/37

Date and Time of Next Meeting

Tuesday 3rd December at Bradfield Village Hall starting at 7.30

The Meeting closed at 8.30

Signed Chairman Date

November Payments List

Payee	Net	VAT	Gross	Description
A & J Lighting	800	160	900	Annual maintenance
NGF	86.33	17.27	103.60	Zip wire spares
Proludic	202.40	40.48	242.88	Hip hop seat & fixings
Realise Futures	599.98	120	719.98	Planters
Hill Farm	1900	380	2280	Grass & hedge cutting
G.A.L.S			382.50	Grounds maintenance
EALC	270	54	324	Chairman's Course
A & J Lighting	499.35	99.87	599.22	Repairs
Staff Costs			569.40	
EON*awaiting invoice	171.18	8.56	179.74	Electricity Supply
TDC			189.35	Election Expenses
Totals	4723.72	819.90	6801.65	