

BRADFIELD PARISH COUNCIL

To: All members of Bradfield Parish Council

You are hereby summoned to attend the Annual Meeting of Bradfield Parish Council. If you are unable to attend, please send your apologies to the clerk.

Notice of Meeting

Date: Monday 7th September 2026

Time: 7.30pm

Location: Bradfield Village Hall, Southend Road, Bradfield Southend.

Helen Pratt

Helen Pratt – Clerk to Bradfield Parish Council

2nd September 2026

Agenda

1. To receive apologies for absence.
2. Declarations of Interest:
 - 2.1. To receive any updates to the Register of Interests.
 - 2.2. To receive any interests in agenda items.
3. Public forum.
4. To approve the minutes of the meeting held on Monday 3rd August 2026.
 - 4.1. Matters arising from the minutes not covered elsewhere by the agenda (this is for information only: no decisions can be made under this item).
5. Planning matters:
 - 5.1. To consider the following planning application:
 - 5.1.1. 26/00411/FUL – Land East of Bracadale, Maidenhatch
*Retrospective change of use of land to enable standing of four static caravans for residential use by a Gypsy / Traveller family and storage of four touring caravans and ancillary works.
(Note: BPC has not been consulted on this application despite it being within 200m of the parish boundary. Whilst consultation deadlines have expired, the application is still awaiting determination.)*
 - 5.2. Planning decisions taken by WBC.
 - 5.3. To receive an update on enforcement matters.
6. To receive the District Councillors report.
7. Finances.
 - 7.1. To receive a bank reconciliation (dated 7/9/2026).
 - 7.2. To receive a list of receipts and payments since the last meeting.
 - 7.3. To approve the Clerks salary for September 2026.
8. Highways.
 - 8.1. To review progress with a replacement Vehicle Activated Sign (VAS).

- 8.2. To receive an update on potential joint purchase of a camera for CSW.
- 8.3. To review problems with parking in Admore Lane (on North East side nearest Southend Road).
- 8.4. To receive an update on any other highway issues.
- 9. To receive the Clerk's report.
 - 9.1. To appointment of April Skies Accounting as internal auditor.
 - 9.2. Remembrance Sunday Event
 - 9.2.1. To receive an update on arrangements and plans.
 - 9.3. Correspondence.
 - 9.3.1. WB CAB - request for support.
 - 9.3.2. GreenFest 2026 (24/10/2026) – request for support.
 - 9.3.3. WBC District Parish Conference - 13/10/2026.
 - 9.3.4. Bradfield Village Hall First Year Refurbishment Celebration – 23/9/2026.
- 10. To receive reports from meetings attended on behalf of BPC.
- 11. Round table comments (note this is for information only and no decisions may legally be taken).

Date of future meetings:

Bradfield PC: Monday 5th October 2026
Monday 2nd November 2026
Monday 7th December 2026
Monday 4th January 2027
Monday 1st February 2027
Monday 1st March 2027
Monday 5th April 2027
Tuesday 11th May 2027