

BRIGHTLINGSEA TOWN COUNCIL

Minutes of the Council Meeting held at
The Parish Hall, Victoria Place, Brightlingsea,
on: Thursday 20th November 2025 at 7.00pm.

Present:

Councillors

C Paveley (Mayor)

R Morgan (Deputy Mayor)

D Atkinson, M Barry, J Chapman, M Court,
J Howard, K Pentney and G Steady

In attendance:

Tracey Pulford – Town Clerk

County Councillor Alan Goggin

10 Members of the public

89. APOLOGIES FOR ABSENCE:

Apologies received from Councillors Carr and Mitchell.

90. TO RECEIVE THE MINUTES OF THE MEETING HELD ON THE 16TH OCTOBER 2025
AND TO CONFIRM AS A CORRECT RECORD:

Councillor Atkinson proposed that the Minutes of the meeting held on the 16th October 2025 were accepted as a true record. Seconded by Councillor Howard. **Agreed**.

91. MAYORS ANNOUNCEMENTS:

A copy of the Mayor's Announcements are annexed to the Minutes (see attached Appendix 1).

92. DECLARATION OF MEMBERS' INTERESTS:

The Mayor reminded Members to declare interests when necessary.

93. UPDATE FROM COUNTY COUNCILLOR GOGGIN:

A copy of County Councillor Goggin's notes had been circulated to all members, which he briefed on, including:

- The publication from the Government about their consultation started yesterday. I am sending out tomorrow a copy of the press release to all Councils and Parishes, containing the submissions from Essex County Council, Colchester City Council and Tendring District Council.
- Grant Applications – pleased to say that Essex County Council have approved a grant for Councillor Carr and his Surgeon Colleagues. Councillor Carr should be congratulated for taking this initiative forward.
- Attended a debrief on the Firework Display.
- Supported a grant application from the Community Centre for their kitchen area.
- Attended the Remembrance Sunday Service, which was very well attended. Pleased to see a good turnout for the service on November 11th.
- Attended a meeting with the Police and Transport East. They are trying to get bus time tables and train time tables to link up.

- Attended a meeting with the Harbour Commissioners, in my capacity of Essex County Council.
- The High Street has been very busy; Essex County Council has laid 65 sq metres. Despite the attempt to make it obvious with the white lines around the War Memorial, we still have vehicles going the wrong way. We think the cause of this is people following Satnav's. It will be interesting to see how this develops.
- The electricity emergency took longer than anticipated.
- Social Community Grant – supported one from Pens and Dragons.
- There has been further action in Lime Street. There is a Social Media statement, talking about contact with the Chief Executive of Essex County Council. As of today, this has not happened, there is no consultation. There is a department for “non-maintainable highway”, who are looking into allegations.

Councillors asked the following questions:

- Councillor Paveley – The bus shelter in Regent Road, is becoming more and more derelict, as no one owns it. We need to establish who owns it. Can you look into this please? County Councillor Goggin replied that when this was discussed some time ago, Essex County Council were not responsible. There are two classifications of bus shelters, ones installed and maintained by the Council, which the two in Church Road are, the others are Essex County Council. Councillor Morgan added that this stop and shelter is well used.
- Councillor Pentney mentioned the Olde Forge bus stop and that she cut back the vegetation today and took the rubbish away with her. County Councillor Goggin advised that if she did this again, to wear a yellow Hi-Viz jacket, for safety.
- Councillor Barry – At the last meeting a question was asked on my behalf by Councillor Court about the King Charles III footpath. I think your response as recorded in the minutes is that you were going to ask someone and get some more information. County Councillor Goggin replied that he said that the footpath ran through his area but would speak to the County Councillor whose area it covers. Councillor Barry said that this has been going on since 2021 in the planning stage, so am surprised you are only now learning about it. I have had an email from Tom Cunningham, the Portfolio Member for Transport, and he has given me a breakdown of where we are at. It is not encouraging for this area. It seems that Essex County Council, for reasons that I cannot determine, have not taken up funding from Natural England and have not applied staff and resources to this patch. The scheme is 100% funded, and this is the last area that needs joining up. I would appreciate it if you could put more pressure on Essex County Council. I have spoken to the Rights of Way team and Sustainable Travel Officers at Essex County Council and alerted them to monitor it. It is a national designated coastal path. Can I ask you to put pressure on, along with other Colleagues, it does straddle other Councillor Wards. It covers Salcott to Jaywick and Jaywick to Harwich. Councillor Goggin asked Councillor Barry to send over the correspondence from Tom Cunningham, he will follow it up. He added that in some people's eyes this is not a priority. How much work is to do for the Brightlingsea area? Councillor Barry replied that there is a significant amount of work to do, planning permissions, getting contractors to do the work. It is 100% funded and there is a maintenance fund. There is a question mark on whether Natural England will fund past March 2026.
- Councillor Pentney mentioned the 30-mph speed limit sign at Spring Chase that is not working. She said that is not on the Essex County Council website, so cannot be reported as not working. Can you find out who is responsible please? County Councillor Goggin replied that he will look into this.
- Councillor Howard asked about the grant application for Councillor Carr, and whether or not this is in conjunction with Winterfest? County Councillor Goggin replied no, Councillor Carr asked for support with the event, and has brought together 9-10 other different groups involved with the day. Councillor Chapman added that she is working with Councillor Carr on this project.

Members of the public asked the following questions:-

- Essex County Council Highways is important for us as we only have one road in and one road out. There is a new contract being negotiated, which goes from 2027 – 2034, one year with Ringway Jacobs then the Unitary Authority. Can you find out how much this contract is actually worth? I have seen £2m or £3m. There is something in the literature about a “Carriage Way Contract” – what is this about? Tom Cunningham quoted “maintenance and reactive maintenance” in this new contract, maybe you could find out some more details about that? How many Engineers are on Essex County Council’s negotiating team for the new contract with Highways? Can you find out what ‘new technology’ in the contract actually means? Following on from this, on the 1st April 2028 the Unitary Authority’s take over, they will be negotiating with the new contractors, will there be any information on this? Finally, we have the Mayor coming in, and they will be in charge of Transport. They will want decent roads. This is an important issue, and a big contract, we the public need to know what is going on.
County Councillor Goggin replied that he had a ‘call in’ meeting today. At this moment in time, what has happened is that the Ringway Jacobs contract has come to an end, and like all contracts a new one needs to be renegotiated. It is not about renegotiating the contract with Ringway Jacobs but about renewing the contract with somebody. We have just employed a lady at Essex County Council, in a key role in Highways, who was responsible for taking Kent out of the obligation they had, so what we were discussing today is that to get to the stage where we are, in putting forward the requirement for the contract, if people want to bid for the contract, the document is over 1,000 pages. We do not know who the contractor will be, we are in discussions with a variety of contractors of that ilk. It is not about renewing the contract with Ringway Jacobs, Ringway Jacobs are in the mix.
- Who is responsible for clearing the seaweed from the Hard area in front of the shelter? The Clerk replied that it is Tendring District Council, and it has been reported to them, along with the seaweed along the Promenade.

94. UPDATE FROM DISTRICT COUNCILLORS:

A copy of the Tendring District Councillor report had been circulated to all members. An update was given, as follows:-

Councillor Barry – Would like to bring your attention to the Local Government Reorganisation update position and the Town Council position. We had a meeting with Tendring District Council Officers on the 25th September 2025, we put some questions in, and a response was received on the 7th November 2025. Myself, Councillors Paveley and Atkinson have had a look at that response, and what is being proposed is that we write A further options briefing, for a meeting scheduled for Tuesday 2nd December 2025 at 6pm. The process would be that we would prepare an outline case to be submitted by the end of December 2025. I am suggesting that we have the meeting with Town Councillors on the 2nd, we provide an options paper before that for Councillors to look at, and we get a consensus to what we put in our submission, endorsed by Full Council on the 11th December 2025, and this then becomes the Town Council strategy. It will then get submitted to TDC as an outline case to be discussed by them. The process will then be for a Business Case to be prepared by the end of January 2026. If we put in a submission with an outline case, we would want a well-considered response to be able to prepare a business case. We need a viability assessment by them on our proposals. I have also asked them to provide a template for the business case submission, and Gary Guiver is preparing this.

The Local Government Reorganisation consultation started yesterday. There will be links and information coming out soon to the Town Clerk to send to Councillors and Public. He suggested that as well as individually, we put in a collective Town Council submission. He

suggested that as part of the discussions on Local Government Reorganisation at the next meeting, we could consider the options that we have. The District is in favour of 5 Unitaries, with Tendring being linked with Colchester and Braintree. By the end of January 2026 there should be a fairly clear indicator of where we are going as a Town Council, and in March 2026 there will be an announcement, following the public consultation, on which Unitary model they are going for.

The Mayor asked when would you expect to get a definitive answer on the transfer of assets? Councillor Barry replied that this would be towards the end of next year. The business case would have to be considered by Conveyancing, Solicitors etc. They cannot do anything around May time due to the elections for the Mayor, and the pre-election period. The summer would be for final submissions and looking at the legalities and contracts by the end of the year.

Councillor Howard asked Councillor Barry if there was an update on lighting in the Victoria Place Car Park. Councillor Barry replied that he had had a meeting with Andy Nepean today. He was looking at low level solar lighting but found this difficult to source. He has gone for some solar panel lights at a higher level. They are about to send out a consultation letter to residents to see what response they get. They are looking at putting some lighting in, subject to consultation.

Councillor Morgan – Caravans on the Promenade – have we got any further on this? Councillor Barry replied that it is about putting forward a Traffic Regulation Order. As a Town Council we have to consider the options. We have gone down the yellow line consideration. It is a difficult one with no clear-cut answer, that will not impinge on legitimate users. I happy to take it forward but there has to be some evidence shown for a need, then an impact assessment on general users. Councillor Barry said that the Town Council would have to ask him or the District to put it forward to the NEPP.

Councillor Pentney asked about the Asset Transfer, and when would the Assets transfer? Councillor Barry replied that this would come in prior to vesting day, which is 2027. He said that the shadow authority come in in April 2027, with a full handover in 2028, and they would have to agree this before they become a Unitary Authority, so some sort of exchange would come in the end of next year.

Councillor Chapman mentioned the consultation, and that many people do not have computers, so we will hold a paper copy of the consultation at the Parish Hall. The Clerk said that the Library will also hold paper copies.

Councillor Steady mentioned the caravans on the Promenade, and that we have contacted the Environmental Agency about waste being put down the drains, and Environmental Services about the generator. Councillor Howard asked if no overnight parking signs are installed, who would 'police' them at night.

County Councillor Goggin asked to make a 'point of order' on something that Councillor Barry said. He said that you said that Councillor Goggin has promoted but not discussed all the Essex County Council options. Councillor Barry said that initially you did. A few meetings ago you put round 3 options but thank you for tonight's comments. County Councillor Goggin said that Essex County Council in this document gives page after page why they think it is appropriate and have given similar space to all the other options.

Councillor Chapman – Nothing to add to my report other than I have copies of the new Waste and Recycling Contract, if anyone wants a copy.

Councillor Steady –

- Attended an online Police and Crime Commissioner meeting, did want to ask a few questions, but was not able to.
- Briefing with the Konnect Buses, there is a possibility of a Brightlingsea to Clacton Bus, but this has not been confirmed yet.
- Attended a Transport Engagement meeting yesterday in Chelmsford and did ask about bus shelters. There could be some money available for new shelters, but it has not been announced yet. I asked about the 'real time' passenger information and if we go through all the sites they will look into it further. Maybe we could cover this further at the next ENT meeting.
- Local Plan – will come anytime now. Councillor Chapman added that the consultation will come out end of December/early January.
- Local Government Reorganisation – Representatives from the Essex Association of Local Councils were very complimentary of what stage Tendring District Council has got to. They are ahead of any other areas. It is all about enhancing democracy, giving our residents a real say about their communities. Taking on board LGR we have to push on with this and give our residents a real say on what they want for the future.

Councillor Court asked about Devolution and Clacton Town Council, and asked how much this work is costing what the District Councillors are doing, and is it coming from rate payers? Councillor Steady replied that it is in the budget and is costing around £30,000.

County Councillor Goggin left the meeting 7.49pm to attend the St Osyth Parish Council meeting.

95. TEAMS REPORTS:

Reports from the Facilities & Community Assets Team, Environment & Transport Team and Welfare & Residents' Services Team had been circulated to all members.

Facilities & Community Assets Team – Councillor Morgan, on behalf of Councillor Mitchell briefed members on the meeting held on the 10th November 2025. The Facilities & Community Assets Team report was then accepted, and the following recommendations were agreed:-

- Bateman's Tower Café - Another email will be sent stating that the Council requires assurances that all issues have been addressed, and you can reinstate your position. As a Town Council we are now in a position to take further legal advice.
- Western Promenade Sub Committee - LGR submission to Tendring District Council is to be reviewed and brought back to the next FCA Team meeting for discussion.
- Tap at the Hard – to be restored as soon as possible.

Environment & Transport Team – Councillor Howard briefed members on the meeting held on the 6th November 2025. The Environment & Transport Assets Team report was accepted, and the following recommendations were agreed:-

- Bus Shelter Cleaning – Ask the Finance Committee for permission to go ahead with the deep clean of the two Bus Shelters.
- Caravans on the Western Promenade - Ask Councillor Barry to ask Andy Nepean to proceed with the TRO (Traffic Regulation Order).
- Essex Act - The red lines on the map would be the areas for the Essex Act to be implemented.
- Sunshine Coast Greenway Cycling and Walking Route - A meeting would be held in January 2026 for Councillors and public to showcase the scheme. This meeting would be an engagement session.

Councillor Barry mentioned the Caravans on the Western Promenade and said that, in the first instance, we need to ask Andy Nepean for advice and for him to give us some options, rather than spoil it for a lot of people.

Welfare & Residents' Services Team – Councillor Chapman mentioned the vaccinations at the YMCA and that they have been the busiest area in Essex. They have added another surgery this Saturday and will have carried out 7 by the end of the year.

She then informed members that an email has been sent out today to all Councillors, about a homeless person who is camping on the Bayard Recreation Ground. She said that the Tendring District Council Homeless Officer has been contacted, and we, as a Council, have done everything we can at this time.

She then briefed members on the grant that Councillor Carr has been awarded from Essex County Council and that she is working with him on a 'Welfare Day', with the Police, Fire, SOS bus, the surgeons giving talks on various issues. She said that the Welfare Group will start work on this in the New year.

Councillor Chapman said that she has been asked by a resident about Housing in Tendring. Tendring District Council have approximately 3078 social housing properties. The banded applicants are as follows:-

Band A	133
Band B	438
Band C	303
Band D	96
Band E/Under assessment/pending application review	899
TOTAL	1869

Communications & Tourism Team – Councillor Paveley informed members that an expert on Facebook from Colchester City Council is coming to give a presentation to the Communications and Tourism Team, on the best way to use Facebook, and how their Council uses it.

Councillor Steady mentioned the recent press releases from the Town Council about Local Government Reorganisation and that the office will hold copies of the consultation questions for those unable to submit their answers online.

Congratulations were given to 4-Youth who have just won the Kings Award for Voluntary Service and to Pens and Dragons who were awarded a Social Community Grant from Essex County Council.

96. TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE MEETING HELD ON 18TH NOVEMBER 2025 AND TO CONFIRM THE RECOMMENDATIONS THEREIN:

Councillor Morgan proposed that the Minutes of the Finance and Property Meeting held on the 18th November 2025 are accepted as a true record, and the recommendations (as written below) be accepted:

- Army Cadet Hut - The EDF bills are to be 'challenged' to try and reduce the costs dramatically. Also to issue a 'press statement' and let the National papers take up the story.

- Boat Park / Harbour Dues - To put in writing to the Harbour Commissioners that during the discussions of taking the boat park back, the collection of Harbour Dues had not been mentioned. Councillor Morgan to go and meet with them to discuss further.
- Swim Buoy Maintenance - Clarification is needed on the total amount of the bill, however if this is correct, the Council accepts the total amount of £660.80 nett, being £220.26 for a third share. If this quotation is not for the full amount, the issue would be brought back to a further meeting.
- War Memorial Cleaning - Councillor Steady would progress funding further, if unsuccessful, the money would come from the maintenance budget.
- The quotation from R Butcher Surfacing for works on the Oyster Tank Road Car Park would be taken to the Facilities and Community Assets Team in the first instance.
- Bus Shelter Cleaning - £65.00 for each of the two bus shelters in Church Road to be deep cleaned - funding to be sourced from the Transport Engagement meeting held in Chelmsford, otherwise to come from the maintenance budget.
- The Council would continue with the Town Guide for 2026, with the publication date of January 2026. Anyone taking out an advert, payment in advance would be requested. Support was given for updating the Town Video.
- The revised Standing Orders and Financial Regulations are adopted by Full Council.

The Minutes were then seconded by Councillor Chapman. **Agreed.**

97. TO RECEIVE AND APPROVE THE RECOMMENDATIONS OF THOSE MEMBERS EXAMINING THE ACCOUNTS FOR THE CURRENT PERIOD:

The Payments and Accounts for the period October 2025 (as attached – see Appendix 2) were proposed by Councillor Chapman as follows:-

General Current T2 Account – under delegated authority to the Finance Committee 23 payments totalling £14,845.71 have been authorised and paid. However, four of these payments totalling £6,151.39 were paid in October 2025. The statement of balances on the following accounts be accepted:-

Barclays Current Account (XXXX7055)	£61,196.07
Barclays Premium Account (XXXX8295)	£28,839.54
Barclays Premium Account (XXXX9433)	£512.00
CCLA Public Sector Deposit Fund	£52,267.09
Instant Access Account (XXXX0373)	£24,363.36
Current T2 Account (XXXX0360)	£119,909.96
Making a total of	£287,088.02

Income for October 2025	£153,910.62
Expenditure for October 2025	£42,865.14
Income to date 1 st April – 31 st October 2025	£270,195.07
Expenditure to date, 1 st April – 31 st October 2025	£18,912.89

Employee payments paid for the month of October 2025 were:	£18,912.89
--	-------------------

Barclaycard payments for October 2025 were:	£782.40
Cashcard payments for October 2025 were:	£225.75

Seconded by Councillor Howard. **Agreed.**

Councillor Morgan informed members that the Internal Auditor had visited the Offices last week, and has given a very good Interim Internal Audit Report as at November 2025.

98. TO RECEIVE AND APPROVE THE MINUTES OF THE PLANNING MEETING HELD ON THE 4TH NOVEMBER 2025 AND NOTE THE PLANNING DECISIONS OF TENDRING DISTRICT COUNCIL:

Councillor Howard proposed that the recommendations in the Minutes of 4th November 2025 be agreed by Council, together with the planning decisions from Tendring District Council. The Minutes were then seconded by Councillor Paveley. Agreed.

99. QUESTIONS FROM THE PUBLIC:

Q1) North East Essex Partnership – Is there any more news about what is going to happen in two years' time with Devolution?

A1) Councillor Barry replied that there have been discussions about whether it would continue, as it is an umbrella organisation currently of 6 District Councils, and whilst those District Councils are going to disappear themselves, the Districts will still remain. It may mean that the NEPP will work on behalf of the Unitary Councils. We have been trying to get NEPP to update their agreement between the six Districts, to become fit for purpose under Local Government Reorganisation, it needs updating and revising. We have put forward amendments, and want to send it to Essex Legal, but there were objections from Braintree and Colchester. We sent this in in March, and an update was given last week that it has just been sent to Legal, as it was sent to Highways for comment, who sat on it for five months. Essex County Council seem to be delaying the modernisation of that agreement, even though it is not fit for purpose. We are not sure whether NEPP will continue, but they will have to be parking authority.

Q2) The Boat Park – are finance raising the fees for this year? In the last three years the fees have raised by 150%.

A2) The Mayor replied that we are yet to have our budget meeting, so cannot answer this question at the moment. However, the consensus is it is unlikely to. The resident then gave thanks to Councillor Morgan as the tap in the boat park is now working.

Q3) At the last meeting the MMO was being discussed. This has been going on for so long, can we have an update please?

A3) Councillor Morgan replied that we are having long discussions with the MMO and it is important to get it right. It is important to know what they are thinking, their concerns are for the present situation and the future. We need to fully understand what their concerns are. We are looking to get a final agreement and move on. This is in reach but may take time.

Two written questions had been received as follows, and were read out by Councillor Morgan:-

Q1) The entrance to the millennium gardens has been brought up before. I understand it is a nature garden but it has looked untidy all year, and surely it could be repositioned somewhere else, and the entrance area have attractive planting reinstated. Maybe the Bloomers might be interested in taking it on?

A1) Councillor Morgan replied that the Nature Network Group have assisted us in the response, and this will be emailed to the resident. (Copy of the response from the Nature Network Group is attached – Appendix 3). He added that the comments from our Grounds Manager are follows- It is down to personal opinion; wildflower planting does look attractive whilst flowering and is beneficial to wildlife. In my opinion this is best for the area and is in keeping with the surrounding garden.

Q2) I used to often visit the recreation field on Regent Road to walk my dog, but have stopped going due to boys and men urinating in the hedges. This is not acceptable, and I find that there are toilets, but they have been closed for a while. Surely this needs looking at. I see that this issue was raised here in May, and the response was less than helpful, suggesting that someone would need to be made redundant to afford the refurbishment and ongoing maintenance. Grants are available to increase sport participation, and the recent sale of the beach hut could be used. Can I ask that this be reviewed again please.

A2) Councillor Morgan replied that comments from our Grounds Manager are as follows:- The toilets on the Bayard Recreation Ground are now the responsibility of the Cricket Club. There is one disabled toilet / referee changing room, which is kept locked. It is opened by the users for them only. In the past, when this toilet has been left open, it was vandalised. In speaking to staff, we have only had 2-3 people complain about people urinating. If reported to us, we would, where possible, always speak to the person committing the offence and take appropriate action.

A member of the public asked if these toilets were included in the Cricket Club lease when it was renegotiated? Councillor Atkinson replied yes.

100. TOWN CLERK'S REPORT:

This report was for information only.

101. CLOSE OF MEETING:

There being no further business, the meeting closed at 8.18 pm.

Chair

Date: 11th December 2025

Mayor's Report:

Attended the following:

	Meeting with the local community on transport issues
2 nd November	Opening Fireworks at the Colne Yacht Club
9 th November	Remembrance Service and Parade, with Councillors
10 th November	Meeting re Local Government Reform
11 th November	Remembrance Day Service at 11am, with Councillors and Staff

Brightlingsea Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
13955	251017 FJG	£1,276.80	1003	01/04/25	Fisher Jones Greenwood Solicitors - Professional Costs general matters	360045
		£1,276.80			Fisher Jones Greenwood Solicitors - Total	
13954	251015 Invasive	£3,482.71	1090/3	20/08/25	Invasive Land Remediation - Japanese knotweed management Plan at Boat Park	
		£3,482.71			Invasive Land Remediation - Total	
13956	251017 Winter&Co	£1,375.92	1002/1	21/10/25	Winter & Co (marine) Ltd - Marine Insurance for Heritage Pier 211025-211026	B000125A0010
		£1,375.92			Winter & Co (marine) Ltd - Total	
13957	251030 WorldOptions	£15.96	2000/4	01/10/25	World Options - Distribution of Town Guides	
		£15.96			World Options - Total	
Total		£6,151.39				

Signature



Signature

Date

Brightlingsea Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
13967		£315.68	1004/1	30/09/25	3C - Computer Charges - 011025-311025	656174
13988		£315.68	1004/1	12/11/25	3C - Computer Charges - 011125-301125	658367
		£631.36		3C - Total		
13968		£285.00	1010/2	01/04/25	Bowcom - Bowgrass Supreme Plus 10Ltr	SI15826
		£285.00		Bowcom - Total		
13969		£1,073.00	1070/1	11/11/25	BSea Museum - Annual Grant	2025-2026
		£1,073.00		BSea Museum - Total		
13970		£138.00	1010/4	31/10/25	Capel Plant - Toilet on allotments 011025-011125	157523
		£138.00		Capel Plant - Total		
13990		£80.00	1008	04/10/25	Cinque Port Liberty - Choosing Day - Mayor and Mayoress	ChoosingDay
		£80.00		Cinque Port Liberty - Total		
13971		£43.50	1010/2	15/10/25	Deans - Plants for Remembrance Garden	A18299
		£43.50		Deans - Total		
13972		£154.69	2000/5	06/11/25	Glasdon - Memorial Plaque - Merrell	SI924847
		£154.69		Glasdon - Total		
13973		£164.16	1062/2	31/10/25	James Todd & Co Ltd - October 2025 Payroll Fee	86377
		£164.16		James Todd & Co Ltd - Total		
13974		£240.00	1010/2	09/11/25	Julie Ford - Town Beds Maintenance October 2025	BTC00023
		£240.00		Julie Ford - Total		
13975		£2,127.60	1090/3	15/10/25	Playqip Leisure - Works to Bayard and Pawsons Playground	9532
		£2,127.60		Playqip Leisure - Total		
13989		£1,410.00	1010/3	12/11/25	Premier Sports Turf Contractors - Spraying of weed and feed on sports fields	2828
		£1,410.00		Premier Sports Turf Contractors - Total		
13976		£20.00	1008	10/11/25	RBL - Poppy Appeal - Poppy Wreath	
		£20.00		RBL - Poppy Appeal - Total		

Signature

Shapman

Signature

Date

Brightlingsea Town Council

Expenditure transactions - approval list

Start of year 01/04/25

Supplier totals will include confidential items

No	Payment Reference	Gross Heading	Invoice date	Details	Invoice
13977		£285.78 1007	06/11/25	Sevron Ltd - Annual Sevron COSHH365	92246
		£285.78		Sevron Ltd - Total	
13978		£44.85 1009/1	17/10/25	Sibbons - 15L Water x 3	71690
13979		£6.75 1010/2	06/11/25	Sibbons - Red/White zebra tape	72167
		£51.60		Sibbons - Total	
13982		£360.00 1200	07/11/25	TBS Hygiene Ltd - Dog Waste Collection 011125-281125	7727
		£360.00		TBS Hygiene Ltd - Total	
13980		£75.98 1006	22/10/25	The Business Supplies Group - Stationery	01795766
13981		£17.71 1006	23/10/25	The Business Supplies Group - Stationery	01796163
		£93.69		The Business Supplies Group - Total	
13983		£14.00 1004/1	22/10/25	Top Glass Window Cleaning - Parish Hall Window cleaning	221025
13984		£12.00 1010/2	22/10/25	Top Glass Window Cleaning - Bus Shelter Window cleaning	221025
13985		£12.00 1010/2	05/11/25	Top Glass Window Cleaning - Bus Shelter Window cleaning	051125
		£38.00		Top Glass Window Cleaning - Total	
13986		£747.94 1090/1	31/10/25	Tower Security (Tendring) Ltd - Gate Lock Up - October 2025	INV-17109
		£747.94		Tower Security (Tendring) Ltd - Total	
13987		£750.00 1350	29/10/25	Window & Door Repair Service Ltd - works to window at Playcentre - Landlords Improvements	2510-80
		£750.00		Window & Door Repair Service Ltd - Total	
Total		£8,694.32			

Signature

S Chapman

Signature

Date

Financial Summary - Cashbook

Summary of receipts and payments between 01/10/25 and 31/10/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Barclays Treasury Deposit	£0.00
Business Current	£5,518.62
Business Premium (Client A/C)	£902.00
Business Premium (Reserve A/C)	£28,646.82
Capital Reserve Account	£0.00
CCLA Public Sector Deposit Fund SC4	£51,012.77
Instant Access Account	£37,458.61
Unity Current Account T2	£13,669.82
Total	£137,208.64

RECEIPTS	Net	Vat	Gross
Council	£153,756.41	£154.21	£153,910.62
Total Receipts	£153,756.41	£154.21	£153,910.62
PAYMENTS	Net	Vat	Gross
Council	£40,400.36	£2,464.78	£42,865.14
Total Payments	£40,400.36	£2,464.78	£42,865.14

Closing Balances at 31/10/25

Ordinary Accounts

Barclays Treasury Deposit	£0.00
Business Current	£61,196.07
Business Premium (Client A/C)	£512.00
Business Premium (Reserve A/C)	£28,839.54
Capital Reserve Account	£0.00
CCLA Public Sector Deposit Fund SC4	£52,267.09
Instant Access Account	£24,363.36
Unity Current Account T2	£119,909.96
	£287,088.02
Total	£287,088.02

Signed

Chapman

Chair

Clerk / Responsible Financial Officer

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 31/10/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Barclays Treasury Deposit	£0.00
Business Current	£5,518.62
Business Premium (Client A/C)	£902.00
Business Premium (Reserve A/C)	£28,646.82
Capital Reserve Account	£0.00
CCLA Public Sector Deposit Fund SC4	£51,012.77
Instant Access Account	£37,458.61
Unity Current Account T2	£13,669.82
Total	£137,208.64

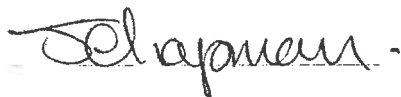
RECEIPTS	Net	Vat	Gross
Council	£414,900.71	£5,173.74	£420,074.45
Total Receipts	£414,900.71	£5,173.74	£420,074.45
PAYMENTS	Net	Vat	Gross
Council	£256,991.79	£13,203.28	£270,195.07
Total Payments	£256,991.79	£13,203.28	£270,195.07

Closing Balances at 31/10/25

Ordinary Accounts

Barclays Treasury Deposit	£0.00
Business Current	£61,196.07
Business Premium (Client A/C)	£512.00
Business Premium (Reserve A/C)	£28,839.54
Capital Reserve Account	£0.00
CCLA Public Sector Deposit Fund SC4	£52,267.09
Instant Access Account	£24,363.36
Unity Current Account T2	£119,909.96
Total	£287,088.02

Signed



Chair

Clerk / Responsible Financial Officer

Appendix 3

Answer given by the Deputy Mayor:-

This question was given to the Nature Network Group for their comments, and their comments are below:-

Thank you for giving me the opportunity to respond fully by sending this question through ahead of the full council meeting on Thursday.

Firstly, I thought I better describe the project more fully. The question suggests it is only a Brightlingsea Nature Network project when really it has been quite a far reaching community project.

1. The project was started by Vikki Walsh who ran workshops at the Brightlingsea Free Music Festival for the Befibre company who wanted to donate seeds for a bee friendly wild flower planting in the town. BTC agreed the site.

2. Brightlingsea Nature Network was asked to use their community & Nature skills to help make the project happen.

3. The ground was completely covered in brambles and blackthorn which the B'sea Nature Network group worked very hard to remove. The town council grounds staff were really pleased that we were doing it and not them!

4. The solid clay ground was then dug out by BNN volunteers and replaced with a new method in wildflower planting where seeds are planted in low nutrient substrate which was covered in recycled sand to improve the look of it.

5. The prepared ground was then part of a Year 5 environment project where the children were learning about pollinators and the decline in our native wildlife in the UK. Anxiety towards the environment is very high in young people. The year 5 children planted the wild flower seeds which have grown well. This is the first year they have had to establish.

6. The conservation group then handmade bright coloured signs for the beds to educate people as to the names of the wild plants that are growing there and we installed solitary bee hotels ready for next year in anticipation there could be more solitary bees in the area due to the availability of a wider variety of nectar rich wild flowers.

I would like to add that the conservation group revisited the site throughout the summer to keep an eye on it and tidied up the edges and any brambles that were trying to grow back through.

I would commend Brightlingsea Town Councils initial support for the project and hope this will continue despite questions to the council expressing views which I would say are becoming more and more of a minority view.

Brightlingsea is a show town for Nature recovery and is described as an 'outstanding example' on the first written page of Essex County Council's Nature Recovery Strategy.

I hope Brightlingsea Town Council will continue to support the aims of the Nature Recovery Strategy for Essex by explaining to the person who wrote the question that many people love the look of wild plants and that there is a balance to be found where Nature rich areas, which depart from the style of the Brightlingsea in Bloom, are understood and supported by councillors.

Appendix 3

A balance should be struck.

Some Nature rich areas should be edged neatly, subtle and in the background (still performing their function to connect spaces for wildlife) while others should be allowed to sit proudly at the entrance of an area of the prom. This will please high numbers of visitors and residents who want to see more space given to wildlife.

Can I point councillors to our survey carried out over 3 visits in 2024 where every single person that walked past was asked, quietly and in a respectful way, to give their honest opinion on wilder areas. Out of 51 people surveyed, 96% of people were pro wild areas. Leaving more places wilder, liking the look of it and concern for wildlife were repeatedly mentioned. Comments were all signed with postcodes included.

Please take a look at the surveys, it took a lot of work and I have given a number out to Councillors. I can bring another one into the offices on Thursday 27th November if that meeting goes ahead.

BNN social media team made a post about the signs made for the Millennium bed which received 99 likes and loves on spotted Brightlingsea. Of the 11 comments, which are all supportive, here are 4 examples...

We saw these only yesterday and thought an excellent idea for people to recognise the plants

This is fabulous! starting to resemble similar to the Community Gardens in Arlesford 😊

Great idea. Name removed - lets go and look!

Well done! Where are Millennium Gardens in Bsea please?

It seems from these comments that the millennium bed is drawing people to the prom rather than upsetting them!

I have included screenshots of the Facebook post on spotted and some of the photos from the summer.

A David Attenborough quote was installed at the entrance to the Natural History Museum in London which says

'The future of the natural world, on which we all depend, is in our hands'

At the opening ceremony David Attenborough, one of our best loved national treasures said

"Each of us must cherish the natural world that surrounds us, from wide open countryside to tiny patches of green in our cities. I hope the Urban Nature Project and the new gardens at the Museum will take learning into the open air and inspire young people to continue to value, understand and support the natural world on their doorsteps and far beyond."

With that in mind, I hope that Brightlingsea Nature Network will be able to continue working closely with B'sea Town Council to keep improving the balance for people and wildlife.

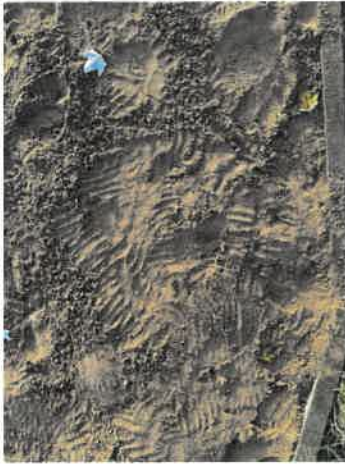
Appendix 3

Thank you for this opportunity to showcase one of our many projects around the town. I have included some photos of the millennium garden project from the Facebook posts. One of them shows all the handprints where the year 5 children patted the sand after planting their seeds.

Please don't hesitate to ask me for any further information if needed.



Appendix 3



Children from Year 5 hand prints



The comments from our Grounds Manager are as follows:- It is down to personal opinion; wildflower planting does look attractive whilst flowering and is beneficial to wildlife. In my opinion this is best for the area and is in keeping with the surrounding garden.