

# Bradwell Parish Council



28 February 2022

A meeting of the Parish Council at 7.00pm  
This meeting was held at Mill Lane Community centre

**PRESENT:** Cllrs Candon(Chairman), Annison, Goodchild, Hale, Hamilton, Howe, Kitchen, Sargeant, Steggles, Wainwright and Watson.

**IN ATTENDANCE:** Parish Clerk, C Bacon; three members of the public.

**1. 2202-PC278) POTENTIAL CO-OPTION OF COUNCILLOR:** Borough Cllr Sue Hacon had expressed an interest in being co-opted. Due to her absence it was **resolved to remove this item from the agenda.** Proposed and seconded by Cllrs Candon and Steggles.

**2. 2202-PC279) APOLOGIES FOR ABSENCE:** n/a

**3. 2202-PC280) DECLARATIONS OF INTEREST:** N/a. Cllr Hamilton declared an interest in the Reading Rooms, the Old School Village Centre and Hillside Primary School, however none of these are being discussed on this agenda.

**4. 2202-PC281) PUBLIC PARTICIPATION:**

The meeting was closed to enable County Cllr Annison and Borough Cllr Candon to present their reports and members of the public to speak.

County Cllr Annison reported there are ongoing vehicle issues at Clay Lane opposite the Green Lane junction. There were initially supposed to be two bollards put at end of the lane once Kings Drive was built, but this never happened. Norfolk County Council hope to put signs either end to advise that vehicles should exit onto Kings Drive, not via the concealed entrance. Cllr Annison has spoken to GYBS to request the dustbin lorries use the Kings Drive exit.

Cllr Candon reported that work to the Phoenix windows would soon take place, along with a couple of smaller jobs. Cllr Candon met the director two weeks ago and hopes for a good relationship with him. We will only be certain if the recent works to the soakaway have stopped the flooding once we experience heavy rains. If problems do arise, please contact Cllr Candon.

A member of the public asked questions about the Bowling Club Lease:

- 1) Who negotiated the lease with the Bowling Club
- 2) Did the people negotiating the lease declare an interest in connection with the Bowling Club?
- 3) Who was present at the meeting & who signed the ten-year lease?

Also:

- 4) A proposal to continue with holding football on Green Lane Playing Field

**Cllr Candon provided lengthy verbal answers to these questions but will research and provide written answers to the member of the public.** Cllr Candon said with all due respect to the Cllrs present when the lease was signed, he has never known a lease like it of such duration and of such a small amount. The minutes at the time of the lease will be reviewed, although old minutes are stored in the archives at Norfolk County Council.

A question was raised from a member of the public about the cancelling of football at Green Lane. Cllr Candon explained that the football was costing the Council over £8,000 per annum, taking into account rent received from the football teams. The Council has had to dip into reserves to cover this

deficit and a Parish Council has a duty to spend public money prudently. Some negative comments have been circulated on Social Media about this decision. This Council has made the decision on cancelling football and a decision cannot be reversed for six-months. The public will be consulted about how would they best like to see field used. Football facilities have not been removed from Bradwell as there are six pitches at Mill Lane.

A member of the public questioned whether the Youth Club will be at Green Lane? Cllr Candon explained that no decisions have been made on this yet. The member of the public expressed concern that houses would be built on that land. Cllr Candon confirmed that Green Lane playing field will always be an open space amenity for the parish.

A member of the public asked for the fences to the Bowling Club to be removed so the public can enter at all times. Cllr Candon explained the Bowling Club is a private entity, not owned or run by the Parish Council. This Parish Council is legally bound by the existing Bowling Club lease.

The Cllrs and members of the public were thanked and the meeting re-opened.

#### **5. 2202-PC282) MINUTES OF LAST MEETING**

The minutes of the Parish Council meeting of 17<sup>th</sup> January 2022 were approved, signed and adopted. Proposed and seconded by Cllrs Goodchild & Howe.

#### **6. 2202-PC283) APPROVAL AND ADOPTION OF COMMITTEE MINUTES:**

- a) Amenities and Highways: 1<sup>st</sup> February 2022
- b) Planning & Development: 18<sup>th</sup> February 2022
- c) Public Relations and Publicity: 18<sup>th</sup> January 2022

It was **resolved that the above three committee minutes were approved, signed and adopted onto the Parish Council.** Proposed and seconded by Cllrs Hale & Hamilton.

#### **7. 2202-PC284) CLERK'S REPORT.**

a) Cllr Watson raised a complaint about the ground finish underneath the new zipwire on GLPF. Email received from GYBC below:

*"With regard to the Zip Wire, I did have a look at this on Friday. I assume the concern regarding the ground finish, is that you can still view the safety matting, rather than it being covered by grass. The zip line was installed early last November, and all associated parts and safety matting is all still intact, as it was after construction. The "take off" mound was obviously constructed at the time, and compacted, before the safety matting was fixed over the top of this, and grass seed was liberally sown over it. As you are probably aware, the matting itself has holes within it. This is so designed so that the grass will grow through -- and this will eventually cover the matting. Any new attractions like this do generate a lot of interest, and children can't wait to try them out, and obviously lots of foot traffic over the area can certainly lengthen the time the grass takes to establish and grow through the matting. As this was constructed during the winter period though, and we are moving towards spring the grass issue should improve".*

b) A National Lottery Jubilee event grant was applied for on 18<sup>th</sup> Feb 22 in the sum of £5,200. Unfortunately, this application was unsuccessful, but constructive feedback has been received. The Clerk and Cllr Hamilton will reapply.

#### **8. 2202-PC285) ITEMS FOR CONSIDERATION AND RESOLUTION**

a) Potential re-structuring of the Parish Council.

Full details of the suggestion to dissolve current committees, other than Staffing & Standards, Appeals and Allotment Advisory Committees and create Working Parties, being Finance, Bradwellian,

Events, Properties & Assets, Policies & Procedures, Health & Safety and Planning had been circulated with this agenda via revised Standing Orders. The potential creation of portfolio holders, being Finance, Social-Media, Community Relations & Events, Environmental Issues, Property & Assets, Transport, Data Protection, Youth, Recreational Assets, Crime were also circulated for members comments.

Cllr Candon explained the reasons for suggesting this re-structuring being, in his opinion, some of the committees are not efficient at getting Parish Council business brought through and it's not the best use of Cllr time. Cllr Candon and the Clerk met with Belton Parish Council's Chairman/Vice Chairman and Clerk and this proposed new system of Working Groups, portfolio holders along with one Parish Council meeting a month is the model that Belton PC use. Cllr Candon clarified that Working Groups have no legal powers to make decisions. Working groups will make recommendations to full Council.

A lengthy discussion took place. Most Cllrs agreed that this proposed method of working seems more efficient. It will prevent matters being passed from committee to committee. This new model means a decision can be made straight away and the Council can move forward. Cllr Wainwright questioned why this was happening now, not wait until 2023 when a whole set of new Cllrs may potentially be in place. Other Cllrs stated if this proposed system will be more efficient and will benefit the parishioners, what is the purpose of stalling for another year? If, in 2023, it's felt that this new system is not working, then the model can revert back to committees.

Cllrs agreed that there is presently an apathy and disillusionment at Parish, Borough, County and Government levels. A discussion about potential portfolios took place. Cllrs felt that moving to a portfolio method of working may encourage more people onto the Parish Council so they can take ownership of something.

**It was resolved by 10 votes (with one abstention) to restructure the Parish Council: to dissolve the existing formal committees (with the exception of Staffing and Standards, Appeals and Allotment Advisory Committees) and to form the following informal Working Parties, being Finance, Bradwellian, Events, Properties & Assets, Policies & Procedures, Health & Safety and Planning; to also form the following Portfolio Holders, being Finance, Social-Media, Community Relations & Events, Environmental Issues, Property & Assets, Transport, Data Protection, Youth, Policies, Health & Safety, Planning, Recreational Assets and Crime; and to hold one Parish Council meeting a month where all Parish Council business will be passed.** Proposed and seconded by Cllrs Goodchild and Hamilton.

**b) Appointment of Councillors to Working Groups**

It was resolved the following Cllrs be appointed to the Working Groups:

Finance: Cllrs Goodchild, Hamilton, Howe, Sargeant, Steggles & Candon

Bradwellian: Cllrs Goodchild, Hamilton, Kitchen & Watson

Events: Cllrs Candon, Hale, Hamilton, Howe, Kitchen, Sargeant & Watson

Property and Assets: Cllrs Candon, Goodchild, Hale, Howe, Sargeant & Steggles

Policies & Procedures: Cllrs Candon, Goodchild, Hale, Hamilton, Howe & Kitchen.

Health & Safety: Cllrs Candon, Goodchild, Hale, Howe, Kitchen & Watson

Planning: Cllrs Howe, Hamilton, Kitchen, Sargeant & Watson.

**c) Appointment of Councillor's Portfolios**

The following Cllrs were appointed as Portfolio Holders:

Finance: Cllr Howe

Social media: Cllr Kitchen

Community Relations & Events: Cllr Hamilton

Environmental Issues: Cllr Watson

Properties and assets: Cllr Sargeant  
Transport: Cllr Goodchild  
Data Protection: Cllr Goodchild  
Youth: Cllr Candon  
Recreational Assets: Cllr Watson  
Crime: Cllr Hale  
Policies: Cllr Hale  
Health & Safety: Cllr Goodchild  
Planning: Cllr Sargeant

d) Adoption of the revised Standing Orders

The revised Standing Orders had been circulated with this agenda. Cllrs had no questions or concerns. It was **resolved to adopt the revised Standing Orders**. Proposed and seconded by Cllrs Goodchild & Hamilton. Cllr Candon advised all future meetings will be run as per these adopted Standing Orders. The Clerk will circulate a copy to all members.

e) Bradwell Footpath FP9

It was **resolved that if Belton wish to take on responsibility of cutting footpath FP9, they are welcome to do so**. Proposed and seconded by Cllrs Wainwright & Candon.

f) Adoption of a new Co-option Policy

The new Co-option Policy had been circulated with this agenda. Cllr Hamilton would like an extra disqualification added stating if somebody has been banned from working with children they shouldn't be allowed on the Council. A lengthy discussion took place. County or Borough Councils do not do this and how would/could this be implemented? It was felt that if Cllrs were to help with the Youth Club then DBS checks must take place. It was **resolved to adopt the Co-option policy with the provision to make changes once the Clerk has taken advice on this matter**. Proposed and seconded by Cllrs Goodchild & Howe.

g) Adoption of the revised Complaints Procedure

The revised NALC-approved Complaints Procedure had been circulated with this agenda. It was felt that this procedure gives people a better understanding of the policy. It was **resolved to adopt the Complaints Procedure**. Proposed and seconded by Cllrs Sargeant & Annison.

h) Election of Councillor to be the Allotments Representative

An existing allotment advisory committee member feels there's a bit of distance between the Allotment Advisory Committee and the Parish Council and he would like a closer connection. It was **resolved to appoint Cllr Hamilton to be the Allotment Representative**. Proposed and seconded by Cllrs Candon & Watson.

i) Bowling Club Concurrent Functions Grant reduction

Minutes of the meeting between the Bowling Club and members of the Parish Council on 8<sup>th</sup> February 2022 had been circulated with this agenda. Cllr Candon explained he and Cllr Sargeant had a meeting with 3 representatives of the Bowling Club with the Clerk taking minutes. The Bowling Club has been a beneficial part of the community for a long time and is open for all parishioners to join. The Parish Council has no legal grounds to raise the rent, but the Bowling Club accepted the proposed rent increase from £175 to £250 per annum. The Bowling Club members explained that if the Parish Council stopped the green maintenance all at once it would bankrupt them. The Parish

Council does not want to see a respected community provision go away. The Bowling Club are happy to take on the maintenance charge, but incrementally over a five-year period with a review at the mid-point. Cllr Wainwright stated that next year there may not be a Concurrent Functions grant to enable the Parish Council to pay this money and the Bowling Club must stand on its own two feet. Cllr Candon advised if this Concurrent Functions grant does get cancelled, this agreement with the Bowling Club will have to be reviewed.

It was **resolved to reduce the Concurrent Functions grant for annual bowling green maintenance (currently being £1,300 + VAT) incrementally over a 5-year period, as per the below, with a review at two years and a further annual review if needed.**

Year	Recharge to Bowling Club (INCL VAT)
Sep-22	20%
Sep-23	40%
Sep-24	60%
Sep-25	80%
Sep-26	100%

Proposed and seconded by Cllrs Candon & Annison.

j) Request for volunteers to help with waste amnesty day on 26<sup>th</sup> March 2022

Cllrs Annison, Candon, Goodchild, Hamilton and Watson volunteered to help on 26<sup>th</sup> March 2022. Full details of this event are in the latest edition of the Bradwellian, which will be distributed within the next week. A resident must bring a copy of the Bradwellian to show proof of residency.

k) Dedication plaque on the bench at Mill Lane / Busseys Loke junction.

Wording of the proposed dedication had been circulated to all members with the agenda. Wording of the Borough Council's dedication plaque scheme had also been circulated with this agenda. One objection from a member of the public was received this evening.

It was **resolved to approve the following wording for the bench dedication.**

**MANDY'S BENCH**

*Glorious memories of Mandy Leggett*

*7th September 1965 - 9th December 2021*

*You are sadly missed by all your family and friends. A Bradwell girl, you spent many a time at Busseys Loke, especially 46. Remember the 619 bus!!!*

*Party on lovely lady .....*

*With love from 'Busseys Loke Gang*

Proposed and seconded by Cllrs Wainwright & Candon. The Clerk will take this forward.

l) Backup parking arrangements for Belton music festival on 16<sup>th</sup> July 2022

Members felt that although it would be good to support neighbouring Parish Councils, having cars parked on Green Lane Playing Field would not be the best thing for the residents of Bradwell. It was **resolved not to support Belton Parish Council on this occasion and to not allow cars to park on Green Lane Playing Field for the music event on 16<sup>th</sup> July 2022.** Proposed and seconded by Cllrs Candon & Steggles.

m) Youth Award & Ceremony.

Details of an existing Youth Scheme in another parish had been circulated with this agenda. Cllr Hamilton had spotted this scheme and thought a similar scheme for Bradwell would be an excellent way to reward the young people who do so much for the parish. It would reward and promote positive youth engagement, rather than focus on negativity. It would also encourage more people in the parish to come to the Annual Parish Meeting. Cllr Hamilton suggested two prizes: being one male and one female, ages 11-18 years old. It was **resolved to consider setting up a Youth scheme whereby two young people would be recommended to the Parish Council and the Parish Council consider the applications, a decision to be made before the May Annual Parish Meeting and awards presented at the May Annual Parish Meeting.** Proposed and seconded by Cllrs Hamilton & Goodchild.

**9. 2202-PC286) ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.**

a) Woodlands Project

Cllr Hale gave an update to the Woodlands Environmental project. The children would like to see more litter bins around the school and the wider community and would like to promote recycling projects. They would like to hold a school competition to design signs on bins which explain the impact of litter on the environment. It was felt that this would be a great opportunity for the Parish Council to be involved, but all schools should be supported to work in a positive and proactive way. **Cllrs Hale and Candon will discuss matters, along with Cllr Watson as Environmental portfolio holder, and come up with a scheme to bring to the next Parish Council meeting.**

b) Great British Spring Clean 2022 event

McDonalds' staff have offered their assistance in the parish. If anybody has got any ideas or suggestions, please let Cllr Candon know.

**10. 2202-PC287) FINANCE**

No.	Supplier	Description of Supply	Legal Power	Total
1	ID Asbestos	Asbestos removal Cleary Road Allotments	S&A Act 1908 S26	348.00

It was resolved that the above account be paid. Proposed and Seconded by Cllrs Wainwright & Howe

**11. 2202-PC288) REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Old School Village Centre report (Cllr Watson)

- Bookings have increased both regular users as well as one-off parties.
- We have a Table Top sale on March 6th - free tables for local residents to get rid of those bits and pieces they no longer need - as well as regular user groups to have a stall.
- Two Craft Fayres on Sat April 2nd and Sunday April 3rd
- Major repair work completed to flood drain from outside the porch doors - the old drain has been cleared and re-lined so will last a lot more years.
- The entrance to the car park is going to be repaired and widened
- repair work completed to the toilets to reduce problems with blockages
- A new gulley and soakaway is going to be installed near to the shed to take flood water away from the "Old Restaurant" building – i.e. the ugly concrete one
- I have met with Rev. Steve Deall and we plan to work more closely together on events etc

Bradwell Reading Room Trust (Cllr Hamilton)

Keith Nicholls, Trust Chairman would like again to thank the Parish Council for its continued support. At the moment things are going well with the Reading Room/Library. Budget wise the library expenditure was higher this year than its income but this was mainly due to the cost of the 100 years exhibition. However, the WI have asked to borrow the exhibition in March and the Methodist Church in a similar fashion for late May early June around the time of the Queens Platinum Jubilee. There is a good relationship between the Old School Village Centre and the Library and the extension of the Internet facility from the Centre to the library via TP Link or microwave is being investigated. Work is underway clearing vegetation and improving the gardens around the library and a fence has recently been erected across the back of the library building. Keith is hoping to have a big push on the gardens this weekend and is advertising for volunteers to help on Friday or Saturday 9am to 1pm even a couple of hours will help. Concerns about flooding in this area is on-going and it is hoped to get to grips with the soakaway near the library on the Old School Village site in the coming weeks it is felt that this may require flushing and draining with the encrusted layer having to be broke up with jack hammers, the councils help here again is greatly appreciated.

There being no other business, the meeting closed at 8.42 pm

Signed: ..... Date: .....