

Bradwell Parish Council



25 July 2022

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

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

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

1. APOLOGIES FOR ABSENCE: Cllr Annison, Howe & Wainwright, and Borough Cllr Hacon.

2. DECLARATIONS OF INTEREST: Cllr Candon will abstain from the item 6) planning applications.

3. PUBLIC PARTICIPATION:

The meeting was closed to allow members of the public to speak.

One member of the public spoke about the possibility of this Council promoting tree planting schemes within Bradwell. This is especially pertinent given the recent heat wave & climate change. The resident also advised there are old trees in the village and there needs to be successional trees planted up so the younger trees will be in place when the older trees die. Lord Somerleyton is promoting a project called Wild East which aims to restore 20% of East Anglian land back to wildlife. It would be better for dogs to have plants on verges rather than concrete. There are plant varieties that won't affect drainage and some trees will not lift roadways or pavements.

Cllr Candon explained that the Properties and Assets working group are shortly meeting to discuss the Jubilee and Queens canopy tree planting schemes. The member of the public was encouraged to participate and suggest locations for future tree planting in Bradwell. On tonight's agenda, is the approval of a consultation document with all Bradwell residents about the future of Gipsies Green and Green Land playing field and the key focus is the environment. The trees next to roadways, and on verges in Bradwell are owned by Norfolk County Council. The member of the public was encouraged to contact the Clerk and to send specific details of trees/plants/locations to the Council.

A second member of the public spoke about the potential new bus shelter on the corner of Blackbird Close asking for further details such as a Risk Assessment and numbers of people catching the bus. Cllr Candon advised that County Cllr Carl Smith has been speaking with Highways about this bus shelter and it's being paid for out of his County budget. This is not a Parish Council project. Cllr Candon gave the member of the public the contact details of the person at Highways who would be able to answer the resident's questions.

The same member of the public spoke about the article by MP Brandon Lewis in the most recent Bradwellian, asking why it was published, because Bradwell Parish Council is a non-political Council. Cllr Candon explained that the Parish Council is non-political. The Bradwellian is a platform for residents to hear from their representatives, be that at Parish, Borough, County or MP level. Mr Lewis represents Bradwell in parliament. Whomever was the MP in this area, regardless of political party, would be asked for an article in the Bradwellian.

The meeting was re-opened.

4. MINUTES OF LAST MEETING

The minutes of the Parish Council meeting of 27th June 2022 were approved, signed and adopted. Proposed and seconded by Cllrs Hamilton & Hale. 7 votes in favour. One abstention.

5. MATTERS ARISING / CLERK'S REPORT.

a) From GYBC about the cracking on the Green Lane playing field zipwire. Email received 28th June 22: *"I have had a look at the posts and have relayed this back to the supplier. They do get a few enquiries like this when it has been warm and relatively dry as it has been. The radiate pine will open like this when there has been a lack of moisture for a while coupled with the reasonably high temperatures seen the last few weeks. The cracks do not affect structural integrity of the unit, indeed the two posts just take a downward loading. However, we will continue to monitor this, but the play inspection company will carry out another safety inspection on this unit to professionally evaluate the item of equipment. I have been assured though that this equipment is still safe to use in the meantime. I shall let you know the outcome of the safety inspection in due course".*

b) A concrete pad on one of the picnic benches on Green Lane playing field is cracking. It was reported to GYBC on 29th June 2022. Cllr Annison is dealing with this.

c) PC Vinny Gray reported two e-scooters have been seized in Bradwell. There is also a lot of ASB in the Morrisons area which the police are actively tackling.

d) The following Youth Club grants have been very gratefully received:

£2,000 from Norfolk Community Foundation

£2,063.25 from Adnams Community Trust

e) S106 update. GYBC has stated:

"There is currently £117,219 from section 106s in Bradwell for the provision of improvements to open spaces. There is not time-limit with regards to spending of this sum.

With regard to Bluebell Meadows (Persimmon Development), there were no off-site open space contributions secured in the section 106 as all open space is intended to be provided on site. The following items were included in the Section 106:

- *Contributions towards A12(A47)/143 link and improvements to A12(A47) roundabout (£1,731,786)*
- *Affordable housing provision (10% of units)*
- *On-site open space and playgrounds with financial contributions towards long-term maintenance of the facilities. (Maintenance contributions = £164,050)*
- *Provision of a site for a primary school and contributions (up to 1.5 hectare and approx. £2.6 million contribution)*
- *Library contributions of £51,000*
- *Travel Plan*
- *Safeguarding and marketing of land for Neighbourhood Shopping Area*
- *Safeguarding of land for medical centre".*

f) The Clerk attended the Norfolk AGM on 6th July 2022.

g) There is Training at Leo Coles Pavilion for

- Operation London Bridge: 3rd August at 11am
- Common Land: 26th July at 10am

h) On 27th and 28th July 2022, two CCTV cameras will be installed overlooking the hard court play area. By re-adjusting the range of an existing camera, the flagpole and the bench closest to the car park will be covered by CCTV also.

i) The five-year electrical tests on Leo Coles Pavilion and Golden Jubilee Pavilion will be carried out by PNG on 20th July. There is now an issue with the outside lights. Sonic had recently wired the outside lights to the ladies' toilet fan. Also one outside light is strobing constantly. PNG will investigate.

j) The benches a) outside the Old School Village Centre and b) on the play area at Green Lane have been renovated by Chris Gay.

k) On 10th July, it was reported that youths were on Green Lane playing field until 4am. A fire was lit under the swings, the matting to the zip wire was vandalised, drugs bags were found on Gipsies Green, broken bottles & litter were all over the site. It was reported to PC Gray 11th July. The bracket holding the CCTV camera overlooking the play-area has broken and the camera is currently facing downwards. Cllr Sargeant and the caretaker tried to fix this bracket on 14th July, but it needs professional attention. The engineer will be asked when attending site on 27th & 28th July.

l) The replacement window in the Clerk's office was ordered at the beginning of June. There is a three-month lead time, so estimated time of install will be beginning of September 2022.

6. PLANNING

a) New Cold Calling Zones in Bradwell. There is currently nothing to report.

b) Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	LOCAL PLAN	New Local Plan to replace the existing Core Strategy and Local Plan Part 2. A3 plan circulated with agenda	Great Yarmouth	This will be discussed under Agenda Item 11
2	BROADS PLAN	The draft Plan includes a long-term vision for the Broads, and priority objectives to look after its special qualities and services for the benefit of people and nature.	Broads	No comments
3	06/22/0462/HH	Proposed alterations to existing conservatory with additional floor over	1 Royal Sovereign Crescent	No Objections
4	06/22/0492/HH	Proposed demolition of existing garage and erection of single storey side extension (revision to previously refused application 06/22/0206/HH)	26 Briar Avenue	No Objections
5	06/22/0421/HH	Retrospective permission for removal of garage and construction of proposed single storey side and rear extension, with integral garage to create self-contained annexe accommodation	Ravensbourne, Beccles Road	No Objections
6	06/22/0513/HH	Proposed first floor extension to form additional accommodation over existing ground floor extension	55 Primrose Way	Object on grounds of serious concern from neighbours
7	06/22/0515/F	Retrospective application for the siting of no. 2 storage containers for sale of fireworks	V C Vintners Unit 1 Marine Park	Car-parking provision needs to be re-established as the containers take up parking areas also. Can find no consultation with the fire services or trade waste disposal.

8	06/22/0503/TRE	Various tree works - removal of no. 9 trees, pollard and crown thin 8no. trees to prevent spread of sooty bark disease and for health and safety; replant 72no. mixed native trees and 216m of under-planting with mixed native hedge plants along northern boundary of plot	Hobland Kennels And Cattery Hobland Road	No Objections provided the work is carried out by a professional tree surgeon
9	06/22/0564/PDE	Prior approval - larger home extension: Orangery extension to the rear lounge	39 Beccles Road	No documents of proposal included for evaluation. Defer until proposal is defined for consideration. DEFER
10	06/22/0577/HH	proposed single storey rear extension with balcony above; Extend front porch; Conversion of garage	6 Blake Drive	No Objections
11	06/22/0572/VCF	Proposed variation of condition 3 of PP 06/05/0582/F - Replacement of approved lighting with led energy efficient lighting	Lynn Grove Va High School Lynn Grove	No Objections
12	06/22/0569/TRE	Proposed works to tree - T1 Oak - Reduction of crown height by 5m	6 Turner Close	No Objections provided the work is carried out by a professional tree surgeon

It was **resolved to adopt the Planning Working Group recommendations detailed above.** Proposed and seconded by Cllrs Sargeant & Kitchen. 7 votes in favour. One abstention.

7. EVENTS WORKING GROUP

The minutes of 7th and 12th July were noted. Cllr Hamilton gave a massive thank you to everybody who supports this events' working group, including members of the Parish Council and other stakeholders at the library, St Nicholas Church and the Old School Village Centre. What a terrific team! Cllr Hamilton passed around several posters advertising the event on 14th August. This is open to all residents of Bradwell. There will be a Viking encampment; 17 craft stalls; alpacas; the Fire Service; and Performers. The aim is to put on a special event for the people of Bradwell. There is ongoing collaborative working between the other stakeholders, for example for the recent Church Colours Festival. It's great to see people working together for the residents of Bradwell.

St Nicholas Church will lend this Council an 'event shelter' for the event. It was **resolved to purchase an additional 4*4m 'event Shelter' at £160 so that this Council can have a stand promoting Bradwell Parish Council.** The Chairman thanked Cllr Hamilton for his report.

8. POLICIES AND PROCEDURES WORKING GROUP

Draft Policies were circulated with the agenda pack, including YMCA Norfolk's own Safeguarding Policy.

a) Draft Safeguarding Policy

It is important that this Parish Council policy links in with YMCA Norfolk's Safeguarding Policy. Cllr Hamilton expressed concerns that the YMCA policy does not reference the latest act. Cllr Candon will meet with YMCA Wednesday 27th July to discuss further. It was **resolved to approve the Parish Council's Safeguarding Policy.** Proposed and seconded by Cllrs Sargeant & Hale. Unanimous vote.

b) Draft Health and Safety Policy

It was **resolved to approve the Health and Safety Policy.** Proposed and seconded by Cllrs Hale & Kitchen. Unanimous vote

9. PROPERTIES AND ASSETS WORKING GROUP

a) Approval of the draft consultation document on Green Lane Playing Field / Leo Coles Pavilion / Gipsies Green

The draft questionnaire regarding the future of Gipsies Green, Green Lane Playing Field and Leo Coles Pavilion had been circulated with this agenda. Cllr Sargeant reported once this document is approved, the consultation will be hand-delivered to every dwelling within Bradwell along with the 4-page Jubilee edition of the Bradwellian. There will be drop-boxes to return the consultation at Tesco and Morrison.

Subject to making three amendments to the consultation document, being 1) clarifying the definition of the Precept, 2) changing Q1 as per the advice of the external funding team at Norfolk County Council and 3) putting the consultation end date of 31st October 2022, it was **resolved to approve the consultation document. It was further resolved to grant the Clerk delegated powers to get up to 6,000 copies of this document printed at a ceiling of £800 to include the £400 reserved for the printing of the 4-page Jubilee Bradwellian.** Proposed and seconded by Cllrs Candon & Sargeant. Unanimous vote.

It is the intention to consult with the public once the results are analysed. Cllr Sargeant was thanked for his report.

10. PORTFOLIO REPORT

Allotments

Cllr Hamilton reported thefts of crops and livestock at Cley Road allotments. PC Vinny Gray is aware and patrolling all Bradwell allotment sites. There is also an underground water leak by the tap at Cley Road allotments, which is currently being investigated. There are neglected allotment plots at Beccles Road. The Clerk has written letters to the relevant tenants.

Crime

Cllr Hale reported E-Scooters are becoming a problem within Bradwell. She has spoken to PC Vinny Gray who advised privately owned E-Scooter can be seized if caught using in public. Cllr Hale stressed that all issues must be reported to the police as there is a chance the law will be changed and scooters made legal. The biggest problems remain the Green Lane /Mill Lane parks. Morrisons has reported there is a decline in ASB since police activity. (PCs Vinny & George briefly joined the meeting). The E-scooter scheme is not the problem, it's the enforcement that needs extra work.

Youth

Cllr Candon reported the progress with the YMCA Youth Club. The total grants received to date is £5,063.25. Regarding location the obvious choice is Mill Lane Community Centre, but unfortunately they have neither the time nor the space to factor in services for youth. They also have reservations about ASB in the surrounding area, but the playing field will still be used for youth club for e.g. 5-a-side football & the play equipment. The schools are all very happy to be on board, but none could commit to a repeated day, however they would be happy to get involved in certain projects. The Old School Village Centre are being hugely supportive and felt that youth services should have been prioritised years ago. The whole building can be hired at £18.50/hour. They are happy to assist in any way and will be liaising directly with YMCA. There is a meeting with the OSVC committee and YMCA on Wednesday 27th July, then the details will be finalised at a future Parish Council meeting. There's a possibility of taking out a 6-month youth club package, so the youth club could potentially commence in September 2022.

11. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Armed Forces Covenant

It was **resolved to appoint David Goodchild as the Armed Forces Champion**. Proposed and seconded by Cllrs Watson and Sargeant. Unanimous vote.

Cllr Goodchild spoke of the war graves in St Nicholas churchyard and some not being maintained to a good standard. Cllr Goodchild will send the Clerk photos of these graves, who in turn will liaise with Rev's Deall.

Subject to omitting the two final bullet points about empty shops and discounts, it was **resolved to adopt the Armed Forces Covenant**. Proposed & seconded by Cllrs Goodchild & Hale. Unanimous vote.

b) Draft Forward Plan

A draft forward plan had been circulated with the agenda. This is a strategic document detailing what the Parish Council will be discussing each month. It's a living document, so additional items will be added as and when. It will help the Council to keep track of actions and shows the direction the Council will go. It was **resolved to adopt the Forward Plan**. Proposed and seconded by Cllrs Candon & Kitchen. Unanimous vote.

c) Local plan (deferred from agenda point 6d) above)

Cllr Carl Annison (Chair of the Local Plan at Borough Council) gave a talk to members of this Council on 13th July. While this Council is not against the extension to the business park, there are concerns about area of land GYBC has marked out for the extension to Beacon Business Park, being so close to Bluebell Woods.

It was **resolved to request that the proposed extension to Beacon Business Park be moved further back and away from Bluebell Woods**. These woods are an extremely important area for the people of Bradwell and a green lung for the environment. This Parish Council is wholly against seeing this area of natural beauty ruined for the extension of a business park. This Council wants to see the woods extended, a large quantity of trees being planted, as part of the Queen's canopy, adjacent to the current wood, a car park provided, picnic benches added and the area be made a real amenity for the people of Bradwell. This Council also want to be included in any further proposals to Beacon Business Park.

It was further **resolved to request the following land be protected against any future development:**

- Green Lane playing field
- Gipsies Green
- Mill Lane playing field
- The War Memorial site (Church Walk)
- All allotments sites
- The green space between Falklands and Primrose Avenue.
- The field at the back of Royal Sovereign Close
- The land close to Blake Drive

Proposed and seconded by Cllrs Hamilton and Sargeant. 7 votes in favour. One abstention. It was felt that Bradwell has taken the brunt of new development over recent years.

12. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Borough Council planning decisions notified since last meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	06/22/0201/CU	Proposed change of use from workshop to holiday let	Land to west of Hobland Lane Hobland Road	Refused
2	06/22/0279/TRE	T1 Oak -To crown raise to 4.5m and reduce lateral branches by up to 3.0m to clear from property due to growth conflict. T2 - 14 Oaks to crown raise to 4.5m for mower access. All trees approximately 14-16m high	Homefield First School	Approved
3	06/22/0290/HH	Proposed new single storey lean-to side extension	17 Cormorant Way	Approved
4	06/22/0299/HH	Proposed single storey extension with roof lights to the rear of the property	25 Blackbird Close	Withdrawn
5	06/22/0361/TRE	Proposed works to larch tree (T22) - Reduce in height by 4m; reduce side branches by up to 1.5m; reduce branches on top edge by up to 1.5m	55 Lords Lane	Approved
6	06/22/0364/HH	Proposed single storey front extension and single storey rear extension	58 Kings Drive	Approved

b) The finance checks for April-June 2022 took place on 12th July. Thanks to Cllrs Goodchild and Howe.

c) GYBC email dated 12th July regarding Bradwell play area improvements.

d) Parish Partnership scheme for 2023/24. To go to the Properties & Assets working group.

The above four items were noted.

13. FINANCE

a) Clerk's Delegated Spending for retrospective approval

No.	Supplier	Description of Supply	Legal Power	Total (net)
1	Jewsons	2 * fenceposts & postcrete for taps at Cley Road Allotments	S. Holdings & A Act 1908 S23	£38.10
2	Amazon	Items for August event	LGA 1972 S145	£167.01

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	The Garden Guardian	Grounds Maintenance for GLPF & GG - June 22	Public Health Act 1975	418.46
2	Chris Gay	Replace broken slat to village sign bench, rub down wood & metalwork & re-paint 2 coats	Parish Councils Act 1957, s.1	170.00
3	Chris Gay	Install memorial plaque, fire assembly point, wooden post & sign at entrance to Gipsies Green from Beccles Road (vandalised)	Parish Councils Act 1957, s.1	109.00

The following were paid on the dates shown on the basis of urgency, as per the provisions of Financial Regulation 6.4, and need to be retrospectively approved:-

No.	Supplier	Description of Supply	Legal Power	Pmt / Chq. No.	Date Paid	Total
1	Norfolk ALC	Training: NALC Conference & AGM 6/7/22 for Clerk	LGA 1972 S111	Online	05-Jul-22	25.00

The following direct debit payments were made between 1st July– 30th July 2022

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	Bosch Drill, fencing pins for allots, hose, bin bag hoop	Public Health Act 1975 / S. Holdings & A Act 1908 S23	22-Jul-22	224.42
2	Norse Waste Solutions	Rental of waste bin LCP (June22)	Public Health Act 1975	22-Jul-22	90.66
3	Total Gas & Power	Electricity to Leo Coles Pavilion Jun22	Public Health Act 1975	30-Jul-22	103.96
4	Onecom	Broadband & telephone Jun22	LGA 1972 S111	30-Jul-22	68.48
5	LGPS	Pension Payment Clerk - Jul22	LGA 1972 S111	30-Jul-22	355.12

c) Statement of Accounts for Q1 (April – June 2022)

d) Bank reconciliation to 30th June 2022

It was **resolved that the above Clerk's delegated spending items 1-2 be retrospectively approved; that the above accounts 1-3 be paid, and account 1 and Direct Debits 1-5 be retrospectively approved; that Q1 (Apr-June) statement of accounts be accepted and that the bank reconciliation for 30th June 2022 be accepted.** Proposed and seconded by Cllrs Sargeant & Hale. Unanimous vote.

13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Old School Village Centre

- In the final stages of merging two charities - The Bradwell Community Centre Trust (BCCT) and the Bradwell Community Council (BCC). The former will adopt the main aims of the latter in it's Constitution at the AGM in November - namely using BCC's Community Fund to provide facilities and support to the residents of Bradwell. The BCC originally set up the BCCT but itself has become moribund and only had two surviving trustees. This merger ensures the continuity of those aims as well as removing the confusion between the two charities. This will leave the one charity - The Bradwell Community Centre Trust.
- Updating the electrics in the 'Annex' - the former Second World War concrete building.
- Having an up-to-date asbestos survey carried out on the whole site.
- Supporting the Food and Craft Fayre on Green Lane Aug 14th.

There being no other business, the meeting closed at 9:00 pm

Signed: Date: