

# Bradwell Parish Council



28 November 2022

A meeting of the Parish Council at 7.00pm  
This meeting was held at Leo Coles Pavilion

**PRESENT:** Cllrs Candon (Chairman), Hamilton, Kitchen, Sargeant, Steggles & Watson.

**IN ATTENDANCE:** Parish Clerk, C Bacon

**1. APOLOGIES FOR ABSENCE:** Apologies for absence had been received from Cllrs Annison, Hale & Wainwright. No apologies received from Cllr Howe.

**2. DECLARATIONS OF INTEREST:** Cllr Candon will abstain from item 8) planning.

**3. CO-OPTION OF PARISH COUNCILLOR:** This item to be deferred to next month.

**4. PUBLIC PARTICIPATION:** n/a

**5. MINUTES OF LAST MEETING:** The minutes of the Parish Council meeting of 31<sup>st</sup> October 2022 were approved and signed. Proposed and seconded by Cllrs Hamilton and Steggles. Four votes in favour. Two abstentions.

## **6. MATTERS ARISING / CLERK'S REPORT.**

a) Sonic Electrical discovered the fault causing all the recent electrical problems – a chewed cable. The cable has been replaced and all lighting faults have been rectified. The heater to the Clerk's office remains broken. A 'thermal link' is being purchased, if this does not fix the fault a new heater will be required. Vermin control confirmed evidence of mice and have placed bait in both loft areas.

b) The 14-yard skip attempted delivery on 3<sup>rd</sup> November. It was a very rainy day and the delivery lorry got stuck and had to be pulled out by another lorry, churning up the roadway and knocking the entrance gate slightly. The Allotment Advisory Committee member/s tidied up as best they could. The skip delivery will be attempted on a dry day.

c) A name had been spelt incorrectly on the War Memorial. Colin Smith Stonemason very generously corrected this error free of charge in 2020. He advised at the time that this correction will need regular 'touching-up' and Colin Smith has again very generously offered to 'touch-up' the lettering free of charge during November/December 2022 and again Summer 2023.

**7. FORWARD PLAN:** The forward plan was noted.

## **8. PLANNING**

Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	LOCAL PLAN	Local Plan Issues and Options and the Draft Design Guide	Broads	(See below)
<b>RECOMMENDATION TO BROADS LOCAL PLAN</b> Q1) We would like to see it maintained as an area of natural beauty, with more careful monitoring of the boats and pleasure craft that present a clear danger to this habitat. Q2) We think it would be a mistake to remove the duty to Cooperate.				

Q3) The SWOT analysis raises some important issues and the threats are very worrying. A need to focus on sea defences and for us all to adopt a low carbon lifestyle is obvious.

Q4) We agree with the objectives and also feel the issue of second homes needs to be addressed.

Q5a) Parks and natural habitats such as Bluebell Woods. Community Centres and Recreation facilities.

Q5b) We would like to see the Bluebell Woods area improved to be more of a community recreational area.

Q5c) The poorly thought-out plan to imprison Bluebell woods, Bradwell in the middle of an industrial estate.

Q5d) Rising sea levels causing more localised flooding. More problems with drought type conditions.

Q5e) None,

Q5f) More open spaces and natural habitats for wild life.

Q6) It seems eminently sensible to plan for climate change to minimise the impact.

Q7) The movement towards net zero energy supply needs to be accelerated.

Q8) If electric vehicle charging points can be provided without a major impact on the broads then they should be implemented.

9a) We only agree with a-d.

9b) The approach should be for net zero emissions.

9c) We should move to a situation where all developments are heat pump ready.

Q10) Yes, we should strive for less embodied carbons.

Q11) We agree with a-c especially c when houses could be built with a southerly aspect.

Q12) Build more homes with a southerly aspect with more focus on net zero heating systems.

Q13) Fundamentally we need more trees to counteract greenhouse gases, so we need a positive programme of planting more evergreen trees in the area.

Q14) We should give strong consideration to options c and d,

Q15) We should look carefully at higher energy efficiency for existing house stock.

Q16) Plans to extend should have a requirement for higher energy retention.

Q17) Ideally all homes should have an A EPC so the minimum requirement should be for an improvement of one level e.g. a D to a C rate EPC.

Q18) Adopt option B and C.

Q19) Option B

Q20) Fundamentally we need to look at and use other forms of energy generation including wind other than burning fossil fuel.

Q21) There should be limited expansion of the use of Wind turbines that has limited impact on the environment.

Q22) We should designate Bluebell Woods and fill out the required form.

Q23) We should adopt option C.

Q24) We should continue with option b and explore ways of reducing this as outlined in option c.

Q25) We should adopt options b and d.

Q26) We feel that there needs to be more focus on crops to feed the nation, so we are more independent on the effects of international events. So if this means subsidies then so be it.

Q27) Bearing in mind my answer above then the purpose should be linked to food production in line with the farms original use.

Q28) You definitely need to ask for supporting information on how the diversification project/proposal will enable the farm to be viable.

Q29) Limit farm diversification so the focus is on availability for food production going forward.

Q30) The continued focus on diversification is not consistent with the country having self sufficiency in food production.

Q31) Option b.

Q32) Maintain 12-month marketing period to allow time for full consideration of proposals.

Q33) Where applicable re- allocation of property for different use is a better option than demolition and re-build.

Q34) Option b to Introduce a standard of greater than 10% Biodiversity Net Gain seems sensible.

Q35) option c they should consider introducing the M4(3) standard for a percentage of the homes.

Q36) Design of properties should focus on energy efficiency maximising heat gain and retention. Incorporating high levels of insulation and environmentally friendly materials.

Q37) No comment

Q38) No comment

Q39) No Comment

Q40) With ongoing rising sea levels building on possible flood plans seems highly questionable.

Q41) There absolutely needs to be development boundaries.

Q42) No. of dwellings being developed seems extremely low compared to other areas.				
Q43) No comment				
Q44) In the interests of fairness other areas of the Broads should be considered for Traveller and Gypsy pitches, it should not just be limited to the Great Yarmouth Area.				
Q45) In the interests of fairness of areas of the Broads should be considered for Residential Caravans.				
2	06/22/0832/HH	Proposed demolition of part of the existing wall enclosing the rear garden and part of the perimeter wall near to the driveway to make way for a two-storey side extension	1 Sorrel Road	No objections – provided the splayed return on the wall is not removed and the boundary is not squared off as recommended by Norfolk County Council Highways.
3	06/22/0937/HH	Proposed retrospective application to extend the lounge under the approved roof line (06/21/0235/F	22 Whinchat Way	No Objections - but residents at 20 & 22 Redwing Drive should be consulted
4	06/22/0932/TRE	Proposed works to trees: T1 Ash - fell due to fungus present & proximity to neighbouring properties; T2 Ash and T3 Ash - re pollard to a height of 4m. (TPO NO.9 1992)	6 Cob Close	No Objections – Providing the recommendations of Graeme Watson Assistant Grounds Manager and Arboricultural Officer are followed
5	06/22/0920/TRE	Proposed works to tree - T1 - Sycamore (No.1 1994) - Reduce lateral branches impacting neighbouring property by 2m; crown lift	5 Gablehurst Court	No Objections
6	06/22/0741/F	Proposed conversion and extension of existing garage to create annex for independent living	29 White Clover Road	No Objections
7	06/22/0703/HH	Construction of extension to the rear to form family/dining room and utility room following demolition of existing conservatory; erection of a side extension to form entrance and WC	10 Busseys Loke	Objection - concerns are of the water run-off to the neighbouring property as these we believe are revised plans

It was **resolved to adopt the Planning Working Group recommendations detailed above.** Proposed and seconded by Cllrs Sargeant and Hamilton. Five votes in favour, with one abstention.

#### b) Review of cold calling zones & electric vehicle charging points.

Given the current limited availability of Cllrs, it was agreed that any supplementary planning documents that require lengthy comment (e.g. Broads Consultation and GYBC's local plan), be set aside so that Cllrs can focus on planning applications. It was agreed that Cold Calling Zones be put on the Forward Plan in June 2023 and Electric Vehicle Charging Points be deferred until after Cold Calling Zones has been resolved.

## **9. FINANCE**

### **a) Clerk's Delegated Spending for retrospective approval**

No.	Supplier	Description of Supply	Legal Power	Total (net)
1	GYB Services	Vermin control at Leo Coles Pavilion, following chewed electricity cable, causing recent electrical problems. Three visits.	Local Government Act 1972, s.133	£120
2	Shred Station	Ten shredding bags to dispose of paperwork (GDPR compliance)	LGA 1972, s.111	£30

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	Clerk	Clerk Expenses: Bradwellian printing of edition 48, 20-page, 5,900 colour copies	LGA 1972 S142	1,649.33
2	Old School Village Centre	Hire of facilities 18th Nov - 24th May for Youth Club	LGA Misc Prov 1976 s.19	826.00
3	The Garden Guardian	Grounds Maintenance for GLPF & GG - Oct22	Public Health Act 1975	418.46
4	YMCA Norfolk	Youth Club - 26 weeks starting 18th Nov 22	LGA Misc Prov 1976 s.19	4,544.50

The following direct debits & Standing Orders payments were made between 1<sup>st</sup> November – 30<sup>th</sup> November 2022

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	Key cutting	LGA 1972 S133	22-Nov-22	11.90
2	Norse Waste Solutions	Rental of waste bin LCP (Oct22)	Public Health Act 1975	22-Nov-22	8.40
3	Total Gas & Power	Electricity to Leo Coles Pavilion Oct22	Public Health Act 1975	27-Nov-22	167.21
4	Onecom	Broadband & telephone Oct22 – nothing to pay this month (negotiated contract)	LGA 1972 S111	30-Nov-22	0.00
5	LGPS	Pension Payment Clerk - Nov22	LGA 1972 S111	30-Nov-22	694.09
6	Salaries	Staff Salaries Nov 22	LGA 1972 S111	16 Nov 22	2,172.07

Note: Clerk's salary was amended to reflect the new rate of pay, as agreed with the Unions on 2<sup>nd</sup> November 2022, backdated to 1<sup>st</sup> April 2022.

It was **resolved the above accounts 1-4 be paid, Delegated spending 1-2 and Direct Debits 1-6 be retrospectively approved.** Proposed and seconded by Cllrs Kitchen and Hamilton. Unanimous vote.

## 10. ITEMS FOR CONSIDERATION AND RESOLUTION

### a) Approval of Precept for 2023-24

The draft budget prepared by the Finance Working Group was circulated with the agenda. It is undoubted that times are currently very tough for residents, however, the Parish Council is in a difficult position because the precept had remained at a similar level for so many years, not increasing in line with the economic times, so it's at a significantly lower level than the majority of other parishes in Norfolk. If the precept is not increased the Parish Council would not be able to provide services that it has a legal responsibility to provide. Dipping into reserves to cover basic operating costs is not economically sensible. The Finance Working Group propose the current precept be increased by 40%, which is a balance that allows the Council to provide what is should, as well as being proactive and providing additional services, but also keeping the increase to a minimum for residents. The current precept is £54,075. The proposed precept 2023-24 is £75,150. This is approximately an increase of £6 per annum for each band D property. This balances the Parish Council's accounts, with no surplus and no deficit.

### **PRECEPT**

1	Clerk salary	26,149
2	Election Expenses	1,000
3	Stationery/post/telephone/heat/light	6,487
4	Subscriptions/publications	1,023
5	Legal subscription (NP Law)	500
6	Insurance	2,400
7	Youth Club incl room hire	10,938
8	Audit Fees	604
9	Annual Parish Meeting /room hire	50
10	Staff & Councillors' Training/Seminars	1,250
11	Information Commissioner	35

12	Bradwell Reading Room Trust (S137)	2,050
13	Donations - other (S137)	1,000
14	Village Amenities	4,266
15	Footpath Maintenance	0
16	Footpaths staff (S137) (3% Caretaker)	150
17	Defibrillator consumables	300
18	PR (Newspaper*2 / website / IT / emails)	3,770
19	Leo Coles Pavilion	11,920
20	Noticeboard	400
21	War Memorial Maintenance	150
22	Golden Jubilee Pavilion Maintenance	1,680
23	Travel Expenses	130
24	CCTV	1,820
25	50/50 bid amount	0
26	IT upgrades	500
27	Allotments	1,220
28	Public Events	2,600
<b>TOTAL PRECEPT EXPENDITURE</b>		<b>82,391</b>

### **CONCURRENT FUNCTIONS**

Concurrent Functions expenditure	16,410
<b>TOTAL CONCURRENT FUNCTION EXPENDITURE</b>	<b>16,410</b>

### **SUMMARY**

PRECEPT INCOME	75,160
CONCURRENT FUNCTIONS INCOME	16,410
OTHER INCOME	7,230
<b>TOTAL INCOME</b>	<b>98,800</b>

PRECEPT EXPENDITURE	82,391
CONCURRENT FUNCTIONS EXPENDITURE	16,410
<b>TOTAL EXPENDITURE</b>	<b>98,800</b>

Annual Surplus / (deficit)	(0)
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**It was resolved to accept the proposed draft budget prepared by the Finance Working Group and to request an increase in the precept from £54,075 to £75,160.** Proposed and seconded by Cllrs Candon and Sargeant. Unanimous vote.

#### **b) ESPO Energy buying contract**

The current four-year contract with ESPO expires 30<sup>th</sup> September 2023. To continue with ESPO for energy, the new four-year agreement must be signed by 31<sup>st</sup> January 2023. It was **resolved to defer this decision to next month's meeting. The Clerk to question "success fees" and to check with other Clerks whether they use ESPO.** Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote.

c) Review of Snow and Adverse Weather Risk Assessment

It was **resolved there be no change to the Parish Council's snow and adverse weather risk assessment, being that Green Lane car park will not be gritted by the Parish Council.** Proposed and seconded by Cllrs Watson and Steggles. Unanimous vote.

d) Purchase of Lockable Cabinet for donated Miner's Lamp

It was **resolved to purchase a lockable cabinet up to £170 for the donated miners lamp by Bruno Peek.** This cabinet is large enough to house other potential special items. Legal power used LGA 1972 S111. Proposed and seconded by Cllrs Steggles and Hamilton. Unanimous vote.

e) Renovations to bus shelter outside 'Barnados'

It was **resolved to accept the quote from Chris Gay at £343 to renovate the 'Barnardos' bus shelter on Beccles Road, using strong polycarbonate instead of standard Perspex.** Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote.

With regard to the similar polycarbonate vandalised bus shelter on Beccles Road outside The Sun pub, a quote has been received to purchase the replacement polycarbonate at £825, plus there would be additional costs for installation and for 'custom milling'. This bus shelter is no longer on a public bus route. **The clerk will obtain quotes to remove the bus shelter.**

f) Credit Limit of Parish Council credit card

The current credit-card limit is £1,000. As the Parish Council is ordering online more frequently it was **resolved to increase the limit of the company credit card from £1,000 to £2,500.** Proposed and seconded by Cllrs Hamilton and Steggles. Unanimous vote.

g) Mill Lane Community Centre representatives

It was **resolved to defer this decision until next month's Parish Council meeting.** Proposed and seconded by Cllrs Candon and Watson. Unanimous vote.

## **11. PORTFOLIO REPORT**

Environment: Cllr Watson reported on Saturday 19<sup>th</sup> Nov 22, ten Bradwell Scouts, their leader, some mums and Cllr Watson planted 500 daffodil bulbs at Gipsies Green. The scouts will be gaining a community or environmental badge for their involvement and offered their help in the future. Cllr Watson is still trying to get in touch with Woodlands School for the children to plant the remaining 1,000 daffodil bulbs. Cllr Watson was thanked for leading on that project, the Council is very grateful for her time and effort.

Remembrance Day: Cllr Hamilton spoke of the well-attended church service on 13<sup>th</sup> November.

Youth: Cllr Candon reported the youth club was opened officially by Mayor Cllr Graham Plant on 18<sup>th</sup> November. Some sponsors and two police officers attended. This is an excellent achievement for Council and community. It has been well reported online and in The Mercury. Storage for the Youth Club was discussed. There is the potential for the Old School Village Centre to purchase the existing shed from the Dog Club, then rent it to the Youth Club at £5/week. **It was resolved to pay £5/week for storage for the Youth Club.** Proposed and seconded by Cllrs Candon and Kitchen. Five in favour, one abstention.

## **12. EVENTS WORKING GROUP**

The minutes of 14<sup>th</sup> November were noted. An adult Bradwellian award to thank adult volunteers was discussed, e.g. volunteer of the year or Freedom of the Parish? The structure of this award must be thought through properly and the process fair. A panel to decide the winners will be formed. The

**Clerk will contact the former Clerk about the Poors Trust and report back to Cllr Watson.** There is a craft fair at Church on 3<sup>rd</sup> December and a lantern walk/walking nativity/carols on 16<sup>th</sup> December. Cllr Hamilton was thanked.

### **13. PROPERTIES AND ASSETS WORKING GROUP**

#### **a) Donated Horse Chestnut Tree**

Cllr Sargeant reported donated tree has been collected by Cllr Annison and planted on the War Memorial site by Cllrs Sargeant and Watson. The lady who donated the tree was very happy to see it planted and is happy to have her photo in the next Bradwellian. She would like a plaque to read "*Kindly donated by Charles Taverner Nov 2022*". Cllr Sargeant will look into the purchasing the plaque, which will be paid for by the donor. The Cllrs involved were thanked.

#### **b) Consultation on the future of Green Lane playing field, Gipsies Green and Leo Coles Pavilion**

All Councillors have received a copy of the results survey. The results will be discussed in detail at December's Parish Council meeting. Cllr Sargeant and the Clerk will hopefully meet the County Council grant specialist to ask advice on next steps.

#### **c) Barrier to Green Lane Car Park**

- i) Final design for the manual barrier is a replica of the height restriction barrier (which will be kept in situ) but installed lower down the existing poles.
- ii) Planning Application for manual barrier at 13c)i) above
- iii) Architect fee £350; OS fee £25 and planning fees £117 for manual barrier. Total £492

**Prior to submitting the planning application, Cllr Sargeant will consult with the Bowling Club and Scouts.** A discussion took place regarding how the barrier will work, given the late bowling club nights. It is hoped the budget allows for a security company to open and close the barrier. The Bowling Club will be given a key to the gate padlock for their own access. **It was resolved on items 13 c) i, ii, iii) that the design of the barrier is approved, being a replica of the existing height barrier; a planning application will be made; a total of £492 was approved for architect/OS/planning fees.** Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote.

#### **d) Hedge planting on Green Lane playing field**

Cllrs Sargeant and Watson will research and recommend how to infill the gaps in the hedge (i.e. quantity and types of trees/hedging required).

#### **e) Tree planting for King Charles III Coronation**

A proposal was made to plant a 'Coronation Tree for Kings Charles III' right in the middle of Gipsies Green. Thought must be given to the regulations about tree planting on Common Land. A proposal was made about potentially planting a 'Coronation Tree for Kings Charles III' on Kings Drive. There is a small area of land at the top of Kings Drive still owned by Dale King, who built the houses on Kings Drive. There is the potential to make a small 'Kings Garden' in that area. **The Clerk will formally invite Mr King to a meeting with Cllrs Candon and Sargeant.** Cllr Sargeant was thanked.

### **14. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.**

#### **a) Residents' correspondence**

Resident	Response
Just an enquiry please...would it be possible to put a memorial plaque on the bench that is situated on the corner of Crab Lane and Beccles Rd... my partners father who recently passed away always used to sit on the bench and we thought it would be a lasting tribute if allowed ...many thanks	Clerk has sent the approved policy to the resident and has received acceptance and proposed wording. To be formally approved at December's Parish Council meeting.

b) Borough Council planning decisions notified since last meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	06/21/0888/TRE	T8 - Oak - reduced or felled due to further decline; T10 - Beech - diseased tree to be felled; fell all dead Elms along roadside in areas A and B; trees in area C to be crown lifted to 5-6m to allow agricultural machinery access; remove all dead/hazardous wood over roadsides	Hobland Plantation Hobland Lane	Approved
2	06/22/0738/TRE	Proposed works to trees - lift lower canopy - 5 oaks (T48, T49, T50, T51 & T52)	Bluebell Meadow	Approved
3	06/22/0664/F	Sub division of garden and construction of 2 bedroom attached dwelling	174 Beccles Road	Withdrawn

c) Correspondence from Bowling Club dated 25<sup>th</sup> October 2022.

d) Broads Plan 2022-2027, the strategic management plan for the Broads National Park

The above items were noted. With regard to c) above, the Council disagree there is an unwillingness to discuss: there remains a willingness and openness for discussion, however the Council feels the relationship between landlord and tenant should be more business-like and formal. **The Clerk will draft a response for Cllrs Candon and Sargeant to approve prior to sending.**

A general discussion took place about the forthcoming elections in May and Cllr Candon advised the members about the process involved.

There being no other business, the meeting closed at 9:02 pm

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