

Bradwell Parish Council



27 February 2023

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

PRESENT: Cllrs Candon (Chairman), Hamilton, Hale, Howe, Patterson, Sargeant, Steggles & Watson.
IN ATTENDANCE:

1. APOLOGIES FOR ABSENCE: Apologies for absence had been received from Cllrs Annison and Wainwright, Parish Clerk, C Bacon and Borough Cllr Hacon.

2. DECLARATIONS OF INTEREST: n/a

3. PUBLIC PARTICIPATION: N/a

4. MINUTES OF LAST MEETING: The minutes of the Parish Council meeting of 30th January 2023 were approved and signed. Proposed and seconded by Cllrs Hale & Howe. Seven votes in favour and one abstention.

5. MATTERS ARISING / CLERK'S REPORT.

a) The Clerk attended The Future of Local Councils webinar on 25th January 2022. A copy of the report is found in correspondence at 14d)

b) Cley Road Allotments. The Clerk & Cllr Hamilton inspected the site on Monday 6th February. The ground was finally firm enough w/c 6th Feb for the skip company to deliver the 14-yard skip (ordered 1st November 2022). The allotment holders filled the skip during that week and the site is now looking extremely tidy.

c) Cllrs Hamilton and Watson attended the Great Yarmouth Borough Council Local Plan presentation on 31st January. A copy of the presentation has been sent to the Clerk.

d) Parish Council elections take place on 4th May 2023 and will be held jointly with Great Yarmouth Borough council elections. The Electoral Commission has provided in-depth information including nomination papers for prospective candidates, which can be found using this link <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england>. Nomination Pack can also be collected from the Clerk. Please note that completed nomination papers must be taken to the Town Hall in Great Yarmouth during normal office hours, from Monday 27 March 2023. **ALL COMPLETED NOMINATION PAPERS MUST BE RETURNED BY 4 P.M. ON THURSDAY 4 APRIL, OR THEY WILL NOT BE VALID.** Nomination papers must be delivered in person by the candidate, the proposer or seconder as shown on the nomination form, or the candidate's agent to the office of the Returning Officer, Town Hall, Great Yarmouth NR30 2QF. An appointment is needed so that the form can be checked while you wait. (Elections Team 01493 846327).

e) The snowdrops planted on Gipsies Green in January 2023 are already in flower.

f) The Clerk attended the Hornsea community fund event on Wednesday 8th February 2023.

g) The schools, Scouts and churches were all written to on 6th Feb 2023 regarding the Bradwellian Award of Merit.

h) YMCA Norfolk were approached on 1st Feb 2023 regarding the possibility of partnering with this Council to provide a dedicated youth building on Green Lane playing field. They will discuss the idea at their executive board.

6. FORWARD PLAN: The forward plan was noted.

7. PLANNING

Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	LOCAL PLAN	Draft Coastal Adaptation Supplementary Planning Document	Coast	No comment
2	06/23/0028/TRE	Proposed works to a T1 - Lime (Tilia sp TPO no.5 1977) - Reduce height by 3m	34 Long Lane	No objections to plans as submitted
3	06/22/1031/F	Proposed conversion of three barns into 3no. 5 bedroom dwellings, associated amenity space and parking: New access road and removal of some ancillary extensions and buildings	Burghwell Lodge Market Road	No objections to plans as submitted. Providing certain concerns raised by Burgh Castle PC are addressed
4	BA/2023/0064/FUL	Proposed cladding and entrance changes to Class E approved building	Humberstone Farm	No objections to plans as submitted
5	PRE APPLICATION CONSULTATION	Proposed Radio Base Station Installation At Gry26724	Footway At Gapton Hall Road	No objections to plans as submitted
6	06/23/0083/F	Extension to existing warehouse.	Mid Continent (Great Yarmouth) Limited Gapton Hall Road	No Objection, provided none of the trees on the site have a TPO.
7	06/23/0061/F	Proposed change of use of agricultural land to residential curtilage: Provision of new curtilage/garden area; Demolition of existing outbuilding and replace with double garage; Single storey rear extension; Erection of flue for wood burning stove	Burtens Farm Beccles Road	No objections to plans as submitted

It was **resolved to adopt the Planning Working Group recommendations detailed above**. Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote.

8. FINANCE

a) Clerk's Delegated Spending for retrospective approval:

No.	Supplier	Description of Supply	Legal Power	Total
1	PNG Electrical	To supply and replace burglar alarm system utilising existing cabling	LGA 1972 S133	£648.00

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	SLCC	2023 edition of 'The Clerk's Manual'	LGA 1972 S111	£47.50

2	The Garden Guardian	Grounds Maintenance for GLPF & GG - Jan22	Public Health Act 1975	418.46
3	Bsa Security & Fire	Replace nano-beam and pole clips to playground CCTV camera, reprogramme.	LGA 1972 S111	441.30
4	Wave	Water to Beccles Road allotments, actual read 2089	S. Holdings & A Act 1908 S23	313.05

The following direct debit payments were made between 1st February– 28th February 2023

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	NO SPEND	LGA 1972 S111 & S142 / Public Health Act	n/a	0.00
2	Norse Waste Solutions	Rental of waste bin LCP (Jan22)	Public Health Act 1975	22 Feb 23	35.82
3	Total Gas & Power	Electricity to Leo Coles Pavilion Jan22	Public Health Act 1975	28 Feb 23	235.10
4	Onecom	Broadband & telephone - Jan22	LGA 1972 S111	28 Feb 23	56.33
5	LGPS	Pension Payment Clerk - Jan23	LGA 1972 S111	28 Feb 23	493.94
6	Salaries	Staff Salaries Jan 23	LGA 1972 S111	16 Feb 23	1,765.09

It was **resolved the above accounts 1-4 be paid and Clerk's Delegated Spending 1 and Direct Debits 1-6 be retrospectively approved.** Proposed and seconded by Cllrs Howe & Hamilton. Unanimous vote.

A concern was also expressed about the disproportionate money being paid out to support the Bowls club compared to the actual income.

c) Monthly Income to note:

Receipts - Jan 2023

No.	Supplier	Description of Supply	Total
1	HMRC	VAT reclaim Q3 (Jan-Dec22)	1,133.89
2	Resident	Payment for memorial plaque on bench	230.00
3	Tenant	Allotment receipt	8.25
		TOTAL	1,372.14

9. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Fire Evacuation Procedures for Public Meetings

Cllr Sargeant advised that it is standard procedure at most meetings he attends, to run through the fire escape evacuation procedure in case of an emergency. He felt that the parish council needed to adopt the same procedure in the interests of health and safety. It was **resolved to explain the fire evacuation procedures at the beginning of the meeting.** Proposed and seconded by Cllrs Sargeant & Watson. Unanimous vote.

b) Additional Anti-Social behaviour signs at Green Lane car park

It was **resolved to increase the number of anti-social behaviour signs by four. Size of each sign dependent on location. The signs to be positioned as one on the main gate, one on the wall, and one at each of the other two gates. This was agreed under delegated spending.** Legal Power: Local Government & Rating Act 1997, S31. Proposed and seconded by Cllrs Sargeant & Howe. Unanimous vote.

c) Completion of S106 spending application form

Concern was expressed about the 60K application from GYBC and how this might impact what Bradwell Parish Council might want to do. This council would like to be able to:

1. Place Picnic bench outside the Old School on a suitable concrete foundation.

2. Place a up to a further eight Benches around Bradwell (incl Primrose Way)
3. Improving the skate park at Mill Lane.
4. Outdoor gym equipment dotted around Bradwell (by bus shelters, next to picnic benches). One-off pieces, not a large 'gym'.
5. Covered seating area at Green Lane playing field (such as a Dunston Home Altlas Titan Walled Chunky Gazebo) or more preferably something similar that is fire retardant.

It was felt that the five proposed items above might need to be more fully costed before they can be submitted for consideration. Areas where they are to be sited also need to be agreed. Therefore, the working group need to ratify this. This request for resources is mainly based on the survey that was carried out about two years ago and the more recent survey that was carried out on the future of the Green Lane Park.

Questions were asked about who finally decides how the S106 money will be spent. Cllr Candon was not sure about this but said he would try and find out.

The final item was on purchasing the privately owned part of Bluebell Woods perhaps with the help of a lottery or similar grant(s) and its renaming as the King Charles III Park to mark the Kings Coronation. It was felt that this needs to be added to the next month's agenda for voting on at that meeting.

It was **resolved that, if the proposal meets the criteria to meet the application requirements, it should be submitted. However, if the items above did not meet requirements they may need to be to be fully costed and their proposed locations identified to move forward.** Proposed and seconded by Cllrs Candon & Watson. Unanimous vote.

d) Donation to Age UK.

It was **resolved to defer the decision on this until the next meeting.** Proposed and seconded by Cllrs Sargent and Hamilton. Unanimous vote.

e) Sowing Calendula seeds on footpath, adjacent to Cley Road allotments.

Cllr Watson explained that the council already had the seeds and this could be completed at no additional cost. It was **resolved to allow the sowing of Calendula seeds on the footpath adjacent to Cley Road allotments.** Proposed and seconded by Cllrs Watson & Hale. Unanimous vote.

f) Coronation Event

Cllr Hamilton advised that the event group had hoped to put on an event on the Sunday for the big lunch. This was to be a street party at the church, similar to the late Queens Jubilee event last year. However, given that Sunday is a day of worship for the church this would not be possible. However, the plan for Monday of a Coronation Café run by the WI ladies was going ahead. This is a pre-bookable afternoon tea mainly to try and avoid any unnecessary wastage. Cllr Hamilton advised that he had a partially written a lottery application for the event but given the unlikely event of the big lunch on the Sunday and that the WI not wanting any money to help with their event this had not been applied for.

Cllr Candon asked if any other options were being considered, Cllr Hamilton admitted that there was nothing at the moment. Cllr Candon wondered if the flag could be raised and the big lunch could be done on the Green Lane Park. Cllr Watson expressed concern that this would be a lot of work putting up marques laying on entertainment with so few parish councillors currently being involved, she also questioned the level of engagement from the villagers who seem reluctant to turn up to these events, these are both concerns that Cllr Hamilton also shares.

It was suggested that Cllr Hamilton takes this back to the Events group when they next meet on the 20th March, to see if anything could be put in place.

Item to be noted that this needs to be on the agenda and to be revisited next meeting.

10. PORTFOLIO REPORT:

The consultation meeting at the town hall regards the Local Plan was attended by Cllrs Hamilton and Watson. To say the least this was a very acrimonious meeting, a lot of people were unhappy about the Local Plan and the perceived lack of consultation from the planners to individual councils. Questions were asked about the relevance and suitability of certain areas being considered. A question was asked about the Travellers sites only being sited in Great Yarmouth on the Broads Plan and why not other areas such as Potter Heigham. Questions were asked about the traffic chaos that would be caused by the development of housing in S62 and the problems this would cause at the Burgh Rd, Market Rd, Mill Lane, Gapton Rd roundabout near Morrisons. It was also suggested that a proposed link road from the Beccles Road to Market Road would only add to this chaos until the roundabout issue was resolved. Questions were also asked about area S52 and the need not to build on the ancient part of Bluebell woods It was pointed out that this would be perceived by the residents of Bradwell as environmental vandalism and that there would be protests.

11. EVENTS WORKING GROUP

Cllr Hamilton reported that in addition to the notes from the recent meeting that had already been circulated with the agenda, tentative enquiries were now being made about acts and participants such as Star Wars, the Dinosaur people, Cllr Watson advised that Megan would be coming to do facepainting. Car parking was also being investigated. The Viking group and the bread kitchen will come but need £100. The Owl sanctuary at Fritton had also expressed a willingness to attend.

It was **resolved to allocate the Clerk a delegated spending up to the budgeted amount of £1,500 for this event.** Proposed and seconded by Cllrs Hamilton & Howe unanimous vote.

12. ANNUAL REVIEW OF INTERNAL CONTROLS

- a. Risk Management Policy
- b. Internal Controls Plan
- c. Insurance policy schedule
- d. Documentation held in office safe
- e. Asset Register
- f. Schedule a date for Cllrs to make asset inspection Cllr Sergeant to liaise with Clerk about the asset inspection.

It was noted to accept the above documents. Proposed and seconded by Cllrs Sargent & Hamilton.

13. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Residents' correspondence

Resident	Response
A resident contacted Cllr Annison through the Clerk about the Local Plan Consultation, with special regard for the privately owned 'Hobland Plantation', which has <i>"the largest, and best, display of bluebells in the whole wood and 'Area 2' which contains different varieties of Snowdrops & Daffodils as well as bluebells. I have been told the Council will not allow these 2 areas to be built on, would you please confirm this is correct"</i> ?	As Cllr Annison is both a Parish Cllr and Borough Cllr, the Clerk responded to the resident giving, 1) the official response of the Parish Council regarding this site and 2) Cllr Annison's Borough Council email address for the resident to contact Cllr Annison directly.

b) Borough Council planning decisions notified since last meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	06/22/0778/TRE	TPO no. 5 2006 - T7 - Monterey Cypress - Reduce end weight from protruding limbs by approx. 2.5m and remove deadwood and remove any crossing branches	2 The Oaks Crab Lane	Approved
2	06/22/0917/HH	Proposed additional storey over existing bungalow	1 Browston Corner	Approved
3	06/22/1072/HH	Proposed dormer roof extension to side (east) elevation - revision of original application pp. 06/22/0666/HH	12 Hickory Gardens	Approved
4	06/22/1086/F	Proposed installation of low-level vehicle barrier to existing barrier	Playing Field, Leo Coles Pavillion	Approved

c) EV Infrastructure Training sessions via webinar

d) The Future of Local Councils report

e) 06/22/1043/MM 5g phone mast planning application: this Council had no objections to the 20m mast, but the applicant has since reduced the height to 15m

f) Cllr Sargeant reported on latest Fire Safety Risk Assessment of Leo Coles Pavilion (circulated 13th Dec)

g) Planning Permission has been granted for the installation of a barrier at Green Lane car park, subject to conditions.

h) Bowling Club accounts to Sept 22 and Schedule of events for 2023 (where parking on grass is required)

The above items were noted.

14. DATE OF NEXT MEETING is scheduled for Monday 27th March 2023.

There being no other business, the meeting closed at 8.52pm

Signed: Date: