

Bradwell Parish Council



27 March 2023

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

PRESENT: Cllrs Hamilton (Chairman), Annison, Hale, Patterson, Sargeant, Steggles & Watson.

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

1. APOLOGIES FOR ABSENCE: Apologies for absence had been received from Cllrs Candon, Howe, Kitchen and Wainwright.

2. DECLARATIONS OF INTEREST: None

3. PUBLIC PARTICIPATION:

A member of the public spoke about the Bradwell Methodist Church once a month craft group 'Crafts 4 All' and how it quickly grew as there is a real need in Bradwell. It currently includes children from ages 1 to 14, up to grandparents. There is a community feel, with people coming together and overcoming personal struggles. The group is free to attend, but people are requested to bring an item for the foodbank if they're able to. All costs are currently paid for by the resident and her husband. This is to be discussed at item 9g). **The Clerk to send external grant funding details to the resident.**

County Cllr Annison reported the Carraway Drive / Ollands Road estate had no junction markings painted on the road by the housing developer. Cllr Annison will pay for road markings out of his highways budget, to be completed ASAP. The cycle lane post on Green Lane has now been repaired.

4. MINUTES OF LAST MEETING: Subject to one small amendment, the minutes of the Parish Council meeting of 27th February 2023 were approved and signed. Proposed and seconded by Cllrs Steggles & Watson. Six in favour, one abstention.

5. MATTERS ARISING / CLERK'S REPORT.

a) GYBC has replaced the cracked concrete under one of the Green Lane picnic benches.

b) The Parish Council elections and changes to Voter ID is advertised on our website/social media/noticeboards. Nomination papers to be taken to Town Hall between 27th Mar – 4th April (4pm).

6. FORWARD PLAN: The forward plan was noted.

7. PLANNING

Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	06/23/0132/A	Proposed new signage and shopfront	2 Mill Lane	No Objections - provided the requirements of Stuart French from Norfolk Highways, Development and Management are strictly adhered to.
2	06/23/0123/A	Proposed 1.no fascia sign with internally illuminated letters for new Subway store	Unit 3 (Bluebell Meadow site)	No Objection - provided the requirements of Stuart French from Norfolk Highways, Development and Management are strictly adhered to

3	06/23/0122/HH	Proposed rear flat roof extension with bi-fold doors and roof lantern; Removal of balcony and demolition of existing porch	166 Beccles Road	No objections to plans as submitted
4	06/23/0155/HH	Proposed erection of a single storey front extension for use as Porch / utility room	23 Laurel Drive	No objections to plans as submitted
5	06/23/0185/F	Proposed construction of attached annex	174 Beccles Road	No Objections provided the requirements of Stuart French from Norfolk Highways, Development and Management are strictly adhered to.
6	06/23/0184/HH	Proposed single storey rear extension	1 Yew Tree	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. Six in favour, one abstention.

8. FINANCE

a) Clerk's Delegated Spending for retrospective approval: None

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	Wave	Water to Cley Road allotments, actual read 4209	S. Holdings & A Act 1908 S23	252.73
2	Old School Village Centre	Rental of shed for youth club £5/wk Jan-Mar23	LGA 1972 S111	65.00
3	The Garden Guardian	Grounds Maintenance for GLPF & GG - Feb23	Public Health Act 1975	418.46
4	HMRC	P32 payment (PAYE & NI Jan-Mar)	LGA 1972 S111	827.82
5	PNG Electrical	To carry out C2 remedials as identified in the EICR test & inspection (5-year tests)	LGA 1972 S133	576.00
6	PNG Electrical	To supply & replace Veritas burglar alarm system for Bowling Club, using existing cabling	LGA 1972 S133	648.00
7	Wave	Water to Green Lane, actual read 7552	Public Health Act	162.35
8	Great Yarmouth Borough Council	Non-Domestic Rating Demand 2023-24 (incl transitional relief)	LGA 1972 S133	0.00

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	Shred Station	10 bags of confidential shredding waste (GDPR compliance)	LGA 1972 S111	104784	21-Feb-23	36.00

The following direct debit payments were made between 1st March – 31st March 2023

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	Floor cleaning cloths & dustpan / brush	Public Health Act 1975	22-Mar-23	14.47
2	Norse Waste Solutions	Rental of waste bin LCP (Feb23)	Public Health Act 1975	22-Mar-23	35.82
3	Total Gas & Power	Electricity to Leo Coles Pavilion Feb23	Public Health Act 1975	29-Mar-23	175.12
4	Onecom	Broadband & telephone - Feb23	LGA 1972 S111	29-Mar-23	56.33
5	LGPS	Pension Payment Clerk - Mar23	LGA 1972 S111	31 Mar 23	395.15
6	Salaries	Staff Salaries Mar 23	LGA 1972 S111	16 Mar 23	1552.69

It was **resolved the above accounts 1-8 be paid and Clerk's Delegated Spending 1 and Direct Debits 1-6 be retrospectively approved.** Proposed and seconded by Cllrs Hamilton & Watson. Unanimous vote.

c) Monthly Income noted:

Receipts - Feb 2023

No.	Supplier	Description of Supply	Total
1	National ALC	Refund of annual subscription to LCR magazine (no longer produced)	17.00
		TOTAL	17.00

9. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Date for Bradwell South footpath walk

The last Events meeting discussed the possibility of a litter-pick on the "Volunteer for the Coronation" day of Monday 8th May. This would tie in with the Bradwell South footpath walk, and would be in time to see the bluebells in flower at Bluebell Woods. **It was resolved to set the date for Monday 8th May 2023.** Proposed and seconded by Cllr Watson and Sargeant. Unanimous Vote. **Clerk to contact insurance company for advice. Cllr Sargeant to write a Risk Assessment. Decision to be made regarding public litter-pick following insurance advice / risk assessment.**

b) Meeting Calendar for 2023-24

The meeting calendar for 2023-24 was adopted by the Parish Council. Proposed Annison & Hale. Unanimous vote.

c) Annual residents' waste day

This has been quoted at £809 + VAT. This was budgeted at £650 + VAT. This is a substantial increase from last year, but the cost of everything has increased. The Parish Council feels that residents make good use of the service because it's very popular and in relation to paying for a skip it seems good value for money. It was **resolved to accept the quote of £809 + VAT for the annual resident's waste day.** Proposed and seconded by Cllrs Annison and Watson. Unanimous Vote. Legal Power: Litter Act 1983 S5S6. It is advertised in The Bradwellian #49, but it will also be advertised via other communication channels. **Clerk to arrange the date in May and email all Cllrs for volunteers.**

d) Possible Purchase of Hobland Plantation / "Bluebell Woods"

A discussion took place regarding whether this Parish Council should explore the possibility of purchasing the privately owned woodland known as Hobland Plantation/"Bluebell Woods", through precept money, partnerships, grants or a Public Works Board loan, with the intention to extend the woods to be called King Charles III Park in recognition of the King's Coronation. If this were possible it would take all the worry away from residents about possible development over this land and would provide amenity space for residents to use and enjoy. It was **resolved to investigate the idea.** Proposed and seconded by Cllr Hale and Steggles. Unanimous Vote

e) Allotments

i) Skip Hire at Beccles Road Allotments

A skip was hired last year to clear a 60-rod plot containing a huge amount of debris. One shed containing a large quantity of wood was left on the plot at the time, which is now dilapidated. It was **resolved to pay for a skip to remove the dilapidated shed and any remaining wood that the other tenants of Beccles Road allotments cannot re-use.** Proposed and seconded by Cllrs Watson & Steggles. Unanimous vote. Legal Power: Smallholdings & Allotments Act 1908 S23.

It was thought a regular skip to remove waste from allotments could cause problems with tenants bringing in materials from home, which will open up a case for misuse of public money.

- ii) Potential eviction of two tenants and potential ban of another tenant from keeping chickens

One plot is in a particularly bad state. The tenant is growing pampas grasses, 'privacy' trees and has laid patio slabs. The Clerk gave this tenant until the end of March 2023 to make good this plot in accordance with the tenancy agreement. In an email to the Clerk on 1st March the tenant advised they have 'sub-let' this plot to a neighbour. There are no records at the Parish Council to this effect and a tenant sub-letting is in breach of the tenancy agreement. The allotment advisory committee recommends this tenant is evicted for being in breach of the tenancy agreement for a) sub-letting the plot, b) not keeping the plot "*in a clean, decent and good condition and properly cultivated*" and c) for not cultivating "*the Allotment Garden for, and shall use it only for, the production of fruit, vegetables and flowers for domestic consumption*". It was **resolved to follow the advice of the Allotment Advisory Committee and to evict this tenant if the site has not been cleared satisfactorily by 31st March 2023**. Proposed and seconded by Cllr Hamilton and Hale. Unanimous Vote. If the tenant has cleared the site by 31st March, the Clerk will write to the tenant advising of the other breaches of the tenancy agreement and giving a deadline to correct the issues.

A tenant who keeps chickens was discussed. The chickens have caused a huge amount of nuisance over the years: their coop has regularly not been in line with DEFRA regulations and the chickens welfare has raised numerous concerns, with repeated lack of food & water provision. A representative of DEFRA recently visited site and stated there is currently no issue with the chickens. The Allotment Advisory Committee recommends if there are any further issues with this tenant's chickens, the tenant should be banned from keeping chickens on the plot. It was **resolved to not take any action at this time, but if there are any further problems with these chickens, the tenants will be asked to remove the chickens from this plot**. Proposed and seconded by Cllr Hamilton and Watson. Unanimous vote.

A plot whose tenant has stored a large amount of debris behind an existing shed has been given until 31st March 2023 to clear the debris off site. Given the health of the tenant, it was **resolved to give the tenant an extension of time to remove the debris until the end of April 2023**. Proposed and seconded by Cllrs Hamilton and Annison. Unanimous vote. This issue will be brought back to Council if the plot is not cleared by the end of April 2023.

f) Bradwellian #49

it was **resolved to:**

- i) **Approve the content of Bradwellian #49**. Proposed and seconded by Watson, Sargeant. Unanimous vote.
- ii) **Purchase 1,500 copies at £531**. Legal power LGA 1972 S142. Proposed and seconded by Cllr Hamilton and Watson. Unanimous Vote

If more copies are required, then another print run can be purchased. **The Clerk will email Cllrs when the editions are back from the printers and Cllrs will help distribute in shops / community centres.**

g) Donations to:

- i) Age UK
- ii) Crafting Materials for the Methodist Church's craft afternoon: 'Crafts 4 All'

There is £200 remaining in the donations budget for 2022-23. It was proposed to split this budget equally between the two requests at £100 each. It was further proposed to split the budget £50 to Age UK and £150 for Crafts 4 All. There was no seconder for this proposal. It was **resolved to make**

£100 donation to Age UK and £100 donation for Crafts 4 All. Proposed and seconded by Cllr Hamilton and Annison. Six in favour, one against. Legal power: LGA 1972 S137.
Crafts 4 All are always looking for donations of wool / paper / card for their crafting group.

h) S106 application form

Cllr Sargeant advised the S106 working group advises the Parish Council apply for a) eight benches to be distributed around the village, one being at the Old School Village Centre and seven others to be advised; b) a bandstand to be sited on Green Lane park and c) eight further benches situated around the bandstand to allow residents to watch the entertainers.

Cllr Annison advised the Borough Council are currently ear-marking a substantial amount of S106 money to build a bigger play area on Mill Lane playing field. The Bluebell Meadows site has a privately owned play area coming.

Other ideas were suggested, but given the short timescale of 7th April to submit a fully costed scheme, it was **resolved to apply for eight village benches, a bandstand on Green Lane playing field together with an additional eight benches in circular formation around bandstand for residents to view the performers.** Proposed and seconded by Cllrs Sargeant and Watson. Unanimous Vote.

The Clerk will contact the Borough Council to ask who makes the decision on the S106 applications.

10. PORTFOLIO REPORT:

Cllr Hamilton reported on events for coronation. The vicar has not applied for a lottery grant, but there will be a bring and share event on the Sunday. Afternoon teas are available on the Monday, run by the WI between 2 – 4pm. This is a bookable event. There will potentially be a litter-picking event on the Monday also, which all fits in exactly as what the King wishes.

Cllr Sargeant reported on the building project which is on hold until after the elections and things settle down. The barrier is also on hold as it is all linked in with car park and changes to that. The Council has put in an expression of interest to apply for six Electric Vehicle charging points around village which is funding by Norfolk County Council. Cllr Patterson asked about mobility scooter charging points. The Parish Council will bear this in mind for future schemes.

11. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Residents' correspondence

Resident	Response
Sat 4 th March at 10.30pm. "There's a motorbike going round in circles and leaving his engine running. He's been going in and out all evening".	Clerk advised the resident that CCTV cameras picked up the bike riding all around the Green Lane playing field, but no footage was clear enough to identify the rider.
Just wondering who is responsible for clearing litter (including poo bags) from walk through passages. The one between Whinchat and Lark is in a terrible state.	Clerk reported the problem to GYBC
There is vegetation (some spiky and prickly) coming from one property on Victory Avenue, overhanging the pavement by at least 60 + cms.	The Clerk had previously written to this resident, who then cut the shrubbery back a little. Borough Cllr Candon is seeking advice on enforcement of this issue.

b) Borough Council planning decisions notified since last meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	06/22/1043/MM	Application for prior approval to install 1 no. 20m 5G telecommunications mast and 3 no. equipment cabinets - REDUCED TO 15m 24/1/23	Highways Verge Adj Morrisons Blackbird Close	Details not Required
2	06/22/1077/HH	Proposed two storey side extension; single storey front and rear extensions and associated works	36 Laburnum Close	Approved
3	06/22/1052/F	Proposed change of use of part of first floor from offices to laboratory; installation of ventilation and extraction systems	1 Viking Road (Former Aeropak) Gapton Hall Estate	Approved
4	06/22/1098/F	Single story extension to south west elevation to provide bespoke cold store to existing warehouse and distribution facility	Yare Shipping Stores Hewett Road	Approved

c) YMCA Norfolk email 2nd March 2023 regarding youth club update

d) Allotment Advisory Committee draft minutes of 7th March 2023

e) Email from GYB Services, the new contractor for maintenance of Green Lane & Gipsies Green: explaining that GYBC has ended the relationship between GYBC and GYB Services and recently formed a wholly owned GYBC company being GY Services. All staff have been TUPE over to the new company.

The above items were noted.

12. OUTSIDE REPRESENTATIVE REPORTS

Cllr Hamilton: The Bradwell Library Reading Room. Since January the Reading Room has faced a number of challenges, not least the cost of heating and lighting and steps are being taken to reduce these overheads by moving away from night storage heaters and purchasing smaller more localised heaters in the building. Other methods such as draught exclusion are also being looked at to reduce on going costs. The Trust structure has now changed with the Reverend Steve Deall as chairman and Susan Gillett taking on the role of Treasurer. Roland Walford (Wally) is now looking after maintenance and Harry Hamilton continues as Secretary.

The gardens planters continue to be maintained by the children from the SRB unit at Hillside and in general the library continues to function well thanks to the efforts of a small group of volunteers who freely give up their time to keep the library operational. Thanks to the work of Keith Nichols and Harry the Reading Room has recently secured a small grant of £2,000 to set up an IT hub. While the grant is significantly less than what was hoped for it is nevertheless hoped that by mid April the Reading Room will have a new but small IT hub and the Reading Room will leap forward into the 21st Century.

13. DATE OF NEXT MEETING is scheduled for Monday 24th April 2023

There being no other business, the meeting closed at 8.30pm

Signed: Date: