

Bradwell Parish Council



24 April 2023

A meeting of the Parish Council at 7.00pm

This meeting was held at Leo Coles Pavilion

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

IN ATTENDANCE: Parish Clerk, C Bacon, Borough Cllr Hacon.

1. APOLOGIES FOR ABSENCE: Apologies for absence had been received from Cllrs Candon, Howe and Wainwright. No apologies were received from Cllrs Annison and Kitchen.

2. DECLARATIONS OF INTEREST: None

3. PUBLIC PARTICIPATION:

Borough Cllr Hacon reported 1) a problem on Clover Way: where trees overhang the pavement people have to step off the mossy pavement onto the road. The County Council maintained this area in the past, but the street had not been swept in at least 18 months; 2) a resident with a disability pension problem. She will contact MP Brandon Lewis about it; 3) the issue with the cold water at Phoenix swimming pool has been dealt with, although some Parish Councillors did not agree, as the water is only a fraction warmer. Cllr Steggles spoke of the dangerous blind exit when exiting the swimming pool onto Mallard Way and when complained about previously was told cutting the hedge back was not necessary. Cllr Hacon will investigate this issue.

4. MINUTES OF LAST MEETING: The minutes of the Parish Council meeting of 27th March 2023 were approved and signed. Proposed and seconded by Cllrs Steggles and Sargeant. Unanimous vote.

5. MATTERS ARISING / CLERK'S REPORT.

a) GY Services strimmed Gipsies Green in mid March. Unfortunately, they strimmed out all the bulbs that were planted in the winter, that were just starting to flower. The contractors were not supposed to start work on Gipsies Green until April, and had not even collected the gate keys. The Clerk had intended to advise the contractors when they collected the keys that they leave the copse area un-strimmed until May. This means the majority of the bulbs will not flower until next year.

b) With regard to the S106 application process and who decides on the successful projects, the Borough Council has stated *"Decisions on projects with a value up to £50,000 will be decided by an Executive Director (Sheila Oxtoby). Projects above this figure will be determined by Policy and Resources Committee. If we move to a cabinet system post May, it will likely be cabinet rather than Policy and Resources"*.

c) The S106 application was submitted on 29th March 2023, requesting a) 8 benches to be placed around the village (with one at the Old School Village Centre) and b) a bandstand to be positioned on Green Lane playing field, with a further 8 benches surrounding it. With regard to timings the Borough Council has stated *"I confirm receipt. We don't have a published calendar of committee meetings yet for post-May so cannot confirm an exact date. However, I would expect to be taking these to the first committee/cabinet following the Annual Council Meeting"*.

d) Cllr Sargeant performed the asset checking on 14th April 2023.

e) The annual waste day is booked for Saturday 27th May 2023. **Cllrs are needed to volunteer on the day. Posters will be printed and placed in shops advertising the waste day.**

f) One of the emergency lights has failed at the Bowling Club, during the tests performed on 13th April 2023. A quote to rectify this work will be submitted to the Parish Council once received.

h) Regarding the potential village litter-pick on the Coronation volunteer day of 8th May, the insurance company has said:

1. All equipment must be provided by the Parish Council (litter pickers, hoops, bags, gloves, high-viz vests)
2. Ages between 16-75 and physically fit to be covered by insurance. Anybody under 16 requires an adult present and written parental permission
3. Volunteers must not pick up hazardous waste (which includes dog poo)
4. A Risk Assessment is required, which Cllr Sargeant offered to write

Because of the advice of the insurance company this event may not go ahead.

i) The tenant who turned their allotment into a garden and who had sub-let the plot did not tidy the plot by the end of March. They have been given a Notice To Quit and must vacate their plot by the end of April.

j) The Bradwellian #49 is printed, and currently in the two Bradwell supermarkets, shops, community centres and other public buildings for residents to collect.

h) Email received from an GYBC Environmental Ranger on 14th April 23: *"I have recently been to the Green Lane playing area and there has been significant damage done to the surface around the Multiplay toddler. While I was there a lad said that the youths sitting on the benches were damaging them. I approached the group of about 12 youths and asked about the damage to the bench and they said it was already there (with some other remarks). It seems that large groups are gathering on the benches near to the football cage (covered by the parish CCTV). If any officers are on the beat in the area, could they drop in on the area to keep an eye on the people congregating. Understandably youths will play up occasionally, but it seems to be ramping up at the moment due to the holidays. Any help with the matter would be greatly appreciated".*

Clerk responded advising the damage to the play area was not caught on a CCTV camera, but additional CCTV provision is being discussed at April's Parish Council meeting.

6. FORWARD PLAN: The forward plan was noted.

7. PLANNING

Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	06/23/0156/HH	Proposed erection of 2m fencing at rear and side of property	15 Lapwing Close	No objections to plans as submitted
2	06/23/0167/TRE	Proposed works to T1 - English Oak tree (TPO No.5 1991) Crown lift lower canopy to a maximum of 2.5m; Reduce and reshape eastern, southern and western canopy by a maximum of 2m	20 Cotman Drive	No objection to plans as submitted, as per Graeme Watson Assistant Grounds Manager and Arboriculture Officer recommendations
3	06/23/0202/F	Sub division of garden to form plot for detached bungalow & garage (revision of approved application 06/21/0150/D).	15 Crab Lane	No objections to plans as submitted

4	06/21/0213/O	Hybrid planning application seeking: (1) Full planning permission for construction of food retail store and associated infrastructure, electricity substation, drainage, two points of access from Links Road, parking and off-site highways works. (2) Outline planning permission for up to 240 dwellings, a 60-bed housing-with-care scheme, associated infrastructure, drainage, and open space; comprising full details of vehicular access to Links Road, with all other details of layout, scale, appearance and landscaping reserved for future determination.	Land South of Links Road and East of Lowestoft Road Hopton-On-Sea - ADVISED GYBC THIS IS NOT BRADWELL. NO RESPONSE RECEIVED	No comment from Bradwell Parish Council as this is outside of the parish.
5	06/23/0229/PAD	Prior Approval Notification - Installation of 140 solar PV panels on second storey flat roof	Lynn Grove Va High School	No objections to plans as submitted
6	06/22/1097/F	Proposed installation of a permanent external gym consisting of 12 no. items of equipment - AMENDED APPLICATION	Lynn Grove V.A. High School	No objections to plans as submitted
7	06/23/0203/MM	Prior approval notification for the proposed installation of a 15m high slim-line monopole, supporting 6 no. antennas, 3 no. equipment cabinets and ancillary development.	Footway at Gapton Hall Road	No objection to plans as submitted – Provided the recommendation of Stuart French (Highways Development Management & Licensing Officer) for the sensible modification of the footway/cycleway are adhered to

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: None

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	The Garden Guardian	Grounds Maintenance for GLPF & GG – Mar23	Public Health Act 1975	418.46
2	Chris Gay	Attend to three faulty taps at Cley Road Allotments: two replaced with new timer release bib taps, one removed, checked for blockages and refitted	S. Holdings & A Act 1908 S23	83.00
3	Ensure Fire Safety	6-monthly fire alarm /emergency light test for Leo Coles Pavilion / Golden Jubilee pavilion / library	LGA 1972 S133	210.00

The following direct debit payments were made between 1st April– 30th April 2023

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	NO SPEND	n/a	n/a	0.00
2	Norse Waste Solutions	Rental of waste bin LCP (Mar23)	Public Health Act 1975	22 Apr 23	37.92
3	Onecom	Broadband & telephone – Mar23 + up 14.4%. The 5-year contract ends in 2024.	LGA 1972 S111	30 Apr 23	79.08
4	LGPS	Pension Payment Clerk – Apr23	LGA 1972 S111	30 Apr 23	388.52

5	Total Gas & Power	Electricity to Leo Coles Pavilion Mar23	Public Health Act 1975	30 Apr 23	222.60
6	Salaries	Staff Salaries April 23	LGA 1972 S111	16 Apr 23	1,548.96

It was **resolved the above accounts 1-3 be paid and Direct Debits 1-6 be retrospectively approved.**
Proposed and seconded by Cllrs Hamilton & Sargeant. Unanimous vote.

c) Monthly Income noted:

Receipts – March 2023

No.	Supplier	Description of Supply	Total
1	Various	Allotment receipts	18.34
		TOTAL	18.34

d) It was noted that the Quarter 4 finance checks were performed by Cllrs Hamilton and Howe on 11th April 2023.

e) The Council received the year end paperwork:

- i. Bank reconciliation to 31st March 2023
- ii. Budgets against actual spend
- iii. Trial Balance
- iv. Income and Expenditure account
- v. Balance Sheet
- vi. Supporting Statement

Reserves as follows:

General Fund: £49,400

Ring-Fenced Reserve: COVID-19 £1,894

Ring-Fenced Reserve: Building / Assets upgrades & renovations £36,953

Ring-Fenced Reserve: Youth Club £1,179

The accounts were noted.

9. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Beccles Road Allotments – Access to the site

Some tenants have a property that backs onto their allotment plot and in the past access has been granted for allotment holders to remove their fence panels to directly access their allotment plot. This has proved problematic with one tenant recently turning their allotment plot into an extended garden. One such tenant and former Advisory Committee member still provides a good service to the Parish Council (catching chickens / security guard) and this tenant should be allowed to continue to access the site from their garden. It was **resolved to inform the Allotment Advisory Committee of Beccles Road Allotments that, with the exception of one specific tenant, allotment tenants are only permitted to access the allotment site by way of the main gate.** Proposed and seconded by Cllrs Sargeant and Hale. Unanimous vote.

b) Possibility of creating The Kings Garden on Kings Drive

This Council resolved on 28th November 2022 to explore the possibility of creating ‘The King’s Garden’ on Kings Drive as a way to commemorate the Coronation of King Charles III.

- i. Acceptance of the gift of land on the junction of Kings Drive and Beccles Road. Legal Power LGA 1972 S139.

The current landowner has very kindly offered to gift to Bradwell Parish Council the small piece of land at the junction of Kings Drive / Beccles Road to create this special King’s Garden.

If this gift is accepted it will be a tangible ever-lasting commemoration to the special event. A discussion took place about how much money it would cost to create/upkeep; who will upkeep it; could the schools get involved? The land is currently an eyesore and there is no such garden currently in Bradwell. Funding could be applied for, such as Go Fund Me. Once the brambles have been cleared the design of the garden can be created, but there's a laurel hedge and a couple of trees in there. Partnerships could be formed to create and maintain the garden. It was **Resolved to gratefully accept gift of land:** Proposed by Cllrs Hamilton and Watson. Unanimous vote.

- ii. Application for a grant to create "The Kings Garden", with e.g. special Coronation logo benches, litterbin, raised beds, sensory planting, defibrillator?

It was **resolved that the Parish Council seeks grant opportunities to create the Kings Garden.** Proposed and seconded by Cllrs Watson & Hale. Unanimous vote.

- iii. To approve quote from GY Services for £505.27 + VAT to clear all brambles, remove all green waste and spray with herbicide. Legal Power: LGA 1972 S137

It was agreed to **defer making a decision on this quote until September when the birds will have stopped nesting.**

c) YMCA Youth Club

The youth club has been running since 18th November 2022. There are currently seven juniors and zero seniors attending the club. It was felt that this is not a long enough timescale to form an opinion of its success. YMCA Norfolk may have a stall at the August show to promote the club. It's currently not cost Bradwell residents anything, as grants have covered all costs to date and there is still grant money in restricted reserves to continue the club for at least one month and more grants have been applied for. The youth workers have visited schools and leaflet dropped this service. If the club is continued with no senior attending, the youth workers will go around the village to talk to young people to help alleviate ASB.

It was **resolved to continue funding the youth club for another six-months on the present system of three hours a week. This will be reviewed in six months. If there is still little interest in the seniors club, then a decision could be made to reduce the hours or to discontinue the club as we have a duty of care to be prudent with residents money.** Proposed and seconded by Cllrs Hamilton and Sargeant. Unanimous vote. **The club will be promoted more on Social Media.**

d) Flagpole Service

The servicing of the flagpole quote has been received at £538 + VAT. This is basically the cost of buying a new one. The service comprises lowering the flagpole and replacing the halyard. Cllr Sargeant and the caretaker recently lowered the flagpole and the Caretaker reported there is nothing wrong with the halyard. It was **resolved to not go ahead with the service.** Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote.

e) Membership of Norfolk ALC

Renewal of Norfolk ALC has been quoted at £1,439.76. Bradwell Parish Council re-joined Norfolk ALC in 2020. The Clerk negotiated the fee as zero for 2020, £500 for 2021-22 then £515 in 2022-23, but this was always on the understanding that the price will increase to circa £1.5k after this. Membership of Norfolk ALC provides: legislation updates; discounted training; guidance; support;

discounted access to experts (VAT / Lawyers); Council compliance, and other services to benefit parish councils. It was **resolved to continue with membership of Norfolk ALC**. Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote.

f) Electric Vehicle Charging Points

The Clerk submitted a no-obligation expression of interest on 12th April 2023 for EV charging points via the Plug In Norfolk initiative by Norfolk County Council. Parish Council's which do not operate under the General Power of Competence, such as Bradwell Parish Council, cannot pay for installation of EV chargers. This initiative has been designed specifically to alleviate this obstacle for Parish Councils. It was **resolved to retrospectively approve the Clerk's decision to submit a no-obligation expression of interest in EV charging points**. Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote. **If the application is successful, full details on the scheme will be discussed at a future Parish Council meeting.**

g) CCTV provision on Green Lane playing field

A quote has been received for £852.80 + VAT from BSA Security for two new 8MP Turret style CCTV cameras overlooking the play area on Green Lane playing field and re-positioning of existing (often-vandalised) play area camera to an alternative location that overlooks a 'blind-spot' on Green Lane Playing Field.

Cllrs felt that CCTV does act as a deterrent to vandalism. This was budgeted at £1,400, but this new style of camera is cheaper with no discernible difference in quality.

It was **resolved to accept the quote for £852.80 + VAT from BSA Security for two new 8MP turret style CCTV cameras to overlook the playarea on Green Lane playing field and to re-position the existing play area camera to overlook a 'blindspot' on the playing field**. Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote. Legal Power: LG&R Act 1997 S31. **Permission will be sought from the Borough Council to install the cameras on their lamp-post.**

h) Hobland Plantation - creating King Charles III Coronation Park

A discussion took place about how to move this project forward. Grant applications must be sought. Cllrs spoke about the challenges ahead. There are already two large projects at the inception stage: being renovations to Leo Coles Pavilion, and creating a formal park at Green Lane playing field. Both of these projects will require large grant funding. Although there are challenges ahead, it was felt that residents would want the Parish Council to protect this land. Post 4th May there will be new Cllrs and the Council can work together to really move these projects forward.

It was **resolved for the Clerk to download Land Registry details to find details of the current owner of the land. This costs £3 per plan. The Clerk will then approach the current owners of this privately owned land to gauge whether they would be willing to sell the land known as Hobland Plantation**. Proposed and seconded by Cllrs Hamilton and Watson. Unanimous vote.

i) North Bradwell Borough Councillor's S106 application

The three North Bradwell Borough Cllrs have submitted an application for £85,550 to be spent on: *'Redesign of Adizone area including new gym and fitness equipment and sports court'*. This Parish Council has been requested to submit their views on the application.

Cllrs spoke about the current level of vandalism at the Mill Lane site. The existing equipment gets frequently damaged. There is no meaningful CCTV on the site, so culprits are not caught. The zipwire is broken and there is graffiti on the skate park. The existing equipment is not looked after

sufficiently, so why buy new equipment? Every morning a trustee of Mill Lane Centre litter-picks vodka bottles, cans and needles around the existing equipment.

Concern was expressed that very few people use the existing gym equipment, other than youths at night. Smaller children use the other equipment e.g. swings.

Concern was expressed at the level of upkeep of existing equipment due to vandalism. Surely any new equipment will suffer the same fate if security is not stepped up beforehand.

Cllrs are concerned that a considerable proportion of the S106 money is being proposed to be spent in North Bradwell, when it has been South Bradwell that has taken the brunt of new building in recent years. Cllrs would prefer to see more facilities in South Bradwell and the S106 money spent on Green Lane playing field, rather than Mill Lane playing field. Green Lane has very good coverage of CCTV cameras and culprits have been caught on camera, identified by the police and made to clean graffiti / litterpick to atone for their actions. Or perhaps the S106 equipment budget should be split equally between North and South Bradwell, not just 100% focussed on Mill Lane field, which already has a lot of equipment there and putting this new scheme there would be over the top. Younger families are moving into South Bradwell, so it's fundamentally better to have sport equipment on Green Lane. Green Lane will shortly be the centre of Bradwell again, when all the planned development is built, so this site should be prioritised.

Cllrs questioned where the need for this equipment comes from? Did residents request this? The Parish Council has consulted with residents about how to spend the S106 budget and residents requested more benches. The Parish Council also separately consulted with residents about Green Lane playing field, and the majority want to see a formal park. This is the reason why the Parish Council applied for benches and a bandstand on the S106 application form, because it's a direct result of resident consultation. Cllr would like to see how residents were consulted on this proposed scheme.

There is a total of £117,000 in the S106 pot. If this scheme goes ahead there will be very little left for other projects in Bradwell.

It was resolved to comment on the Borough Cllrs application that the Parish Council does not think £85,550 of the S106 money should be spent on a 'redesign of Adizone area' at Mill Lane playing field for the following reasons: ongoing vandalism of existing equipment; lack of CCTV on Mill Lane playing field; current equipment not being looked after; until CCTV is installed, any new equipment will suffer the same fate as existing equipment with regard to vandalism; very few people use the existing gym equipment; there is no need for this equipment in this area; it is unfair to spend this amount of money in North Bradwell when South Bradwell has taken the brunt of new housing in recent years; more equipment should be on Green Lane playing field; the Parish Council is unaware that the public were consulted about this.

The Parish Council wants to see the S106 money spent on village benches and a bandstand, as per our application submitted on 29th March 2023: as clear instructions received by residents via two public consultations. Proposed and seconded by Cllrs Steggles and Watson. Unanimous vote.

10. PORTFOLIO REPORT:

Cllr Sargeant advised it's best to get the new Council settled in before taking things forward with the formal park on Green Lane playing field and renovating Leo Coles Pavilion and creating a café.

11. EVENTS WORKING GROUP

a) The minutes of 20th March 2023 were noted. The working group is making good progress, acts have been booked and banners/poster designed. A bowling club event is to be discussed.

b) It was **resolved to retrospectively approve the following spends by the Clerk under delegated powers:** Legal Power: LGA 1972 S145.

The Bread Kitchen	£100
Vikings	£125
Star Wars	£200
DJ Bex	£60
Alpacas	£0
Owl Sanctuary	£0
Parrots	£0
Drum band	Tba
Facepainter	£0
Advertising	£250
PRS music licence	£160
Prizes	£100
Medals/rosettes	£80
Miscellaneous	£225

Proposed and seconded by Cllrs Hale and Watson. Unanimous vote.

12. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Residents' correspondence

Resident	Response
10 th April 23: 23:47 <i>"At time of writing there is loud music in car park"</i>	CCTV clip showed car parked in entranceway to site. Clip sent to PC Gray 11/4/23, who will write to owner of car.
Overflowing bin on Royal Sovereign Crescent.	GYBC confirmed there was a problem with a new driver learning the round. It will be emptied weekly from now on.

b) Borough Council planning decisions notified since last meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	06/22/0688/F	Proposed siting of a mobile food trailer	20-22 Unit 3 Beccles Road	Approved
2	06/22/1071/HH	Proposed single storey front extension and front/side extension to enlarge garage.	7 El Alamein Way	Approved
3	06/23/0028/TRE	Proposed works to a T1 - Lime (Tilia sp TPO no.5 1977) - Reduce height by 3m	34 Long Lane	Approved
4	BA/2023/0064/FUL	Proposed cladding and entrance changes to Class E approved building	Humberstone Farm	Approved

The above items were noted. Concern was raised about the decision to allow the mobile food trailer (ref 06/22/0688/F) as the Parish Council recommended rejection for this application. Cllr Steggles advised the Great Yarmouth Mercury said it would be closed by 2.30pm.

13. ELECTIONS

The following Cllrs will be elected to the Parish Council from 4th May 2023: Cllrs Barron, Hale, Hamilton, Hughes, Patterson, Sargeant, Wainwright and Watson. Cllr Howe was unable to meet his appointment at the Town Hall due to personal circumstances, so will look to be co-opted onto the Parish Council on 22nd May 2023.

14. DATE OF NEXT MEETINGS

Annual Parish Meeting scheduled for Tuesday 9th May at Mill Lane Community Centre.

Annual Meeting of the Parish Council scheduled for Monday 22nd May at Leo Coles Pavilion

Cllr Steggles thanked everybody, but is standing down from the Parish Council due to too many commitments. Cllr Steggles advised the Parish Council be careful about putting the bowling club fees up, as the facility might be lost if it cannot afford to continue. Cllr Sargeant explained that the fees will increase over a 5-year period, as per the agreement between the Parish Council and the Bowling Club.

Cllr Hamilton thanked Cllr Steggles for her services and contributions.

There being no other business, the meeting closed at 8.44pm

Signed: Date: