

Bradwell Parish Council



26 June 2023

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

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

IN ATTENDANCE: Parish Clerk, C Bacon

Cllr Hamilton informed the meeting of the fire procedures.

1. APOLOGIES FOR ABSENCE: Apologies for absence had been received from Cllrs Howe & Hughes.

2. DECLARATIONS OF INTEREST: None

3. PUBLIC PARTICIPATION: None.

4. MINUTES OF LAST MEETING: The minutes of the Parish Council meeting of 22nd May 2023 were approved and signed. Proposed and seconded by Cllrs Watson and Sargeant. Unanimous vote.

5. CLERK'S REPORT

a) East Coast Insulations collected the small quantity of asbestos from Beccles Road allotments on 23th May 2023 free of charge. Thanks go to East Coast Insulations.

b) One small pot hole has been forming on the Green Lane car park along with one tiny pothole on the Green Lane playing field footpath. T Farrow contractors filled in these potholes on 23rd May free of charge. Thanks go to T Farrow contractors and also to Great Yarmouth Borough Council for organising this.

c) The Norfolk ALC training day has been scheduled for **Monday 3rd July**.

d) Three of the four Anti-Social behaviour / CCTV signs were put up around Green Lane car park on 26th May. Thank you to Cllr Barron. The other sign needs installing onto metal, so Cllr Sargeant is sourcing special screws.

e) The motorbike reported by the member of the public at last month's meeting as riding around the Green Lane playing field on 14th May, was actually an electric bicycle. No action was taken.

f) All the required paperwork was sent to the External Auditor on 2nd June and relevant submissions posted online.

h) Two new CCTV cameras were installed over the Green Lane play area on 1st June 2023. The existing (partially damaged) camera was repositioned over the 'blind-spot' between the bowling club and the scout hut.

i) Half of the rubbish found in the Nissan hut at Beccles Road allotments (as discussed on 27th March) has now been removed by skip. Thanks to the Caretaker for taking on this extra work. The remaining half will be discussed at agenda point 9k).

j) The incorrect name on the War Memorial was re-painted on Saturday 3rd June to keep it looking good. Thanks go to Colin Smith Stonemason who performed this remedial work free of charge.

k) Regarding the S106 application for a bandstand with 8 benches on Green Lane playing field for £66,207 and 8 benches around Bradwell for £16,207: GYBC has confirmed "*The report for bids under £50,000 is currently with our executive director for a decision. The report for bids over £50,000 will be*

reported to Cabinet, hopefully in July” The GYBC Cabinet are: Cllrs Smith, Plant, Candon, Flaxman-Taylor, Wells and Bensly. The next Cabinet meeting is on 27th July 2023. Cllr Wainwright will attend this meeting as an observer and will be raising whether there is a conflict of interest, however it will be up to the Monitoring Officer to decide whether it is an issue.

l) A warranty claim was made for a broken marquee metal support. It has been replaced FOC.

m) The damaged flooring on the Green Lane play park was repaired 14th June 2023. The seat on the zip wire has been removed due to cracks by dogs biting the seat and the lines have been repainted on the hard-court play area.

n) In December 2022, this Council resolved to re-look at whether to support the “Stop Digging Up Norfolk” campaign in June 2023. The windfarm companies are preparing to start the digging in September 23, so it is now too late to support the campaign.

6. FORWARD PLAN: The forward plan was noted. Cllr Hamilton talked about the new 5-year Action Plan. He has written a general proforma Action Plan, which will be fully developed by all members.

7. PLANNING

a) Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	06/23/0399/F	Proposed retrospective permission for retention of 2no. containers for the storage of fireworks and limited retail sales between mid October to mid November and 27-31 December each year	Unit 1 Marine Park Gapton Hall Road	No objections subject to adherence to Stuart French of Highways concerns and providing the application adheres to the details of the application (e.g. not to open at other times).

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

b) Cold Calling Zones: Given former Cllr Kitchen did not stand for re-election it was **resolved to defer making a decision on Cold Calling Zones**.

8. FINANCE

a) Clerk’s Delegated Spending for retrospective approval:

No.	Supplier	Description of Supply	Legal Power	Total
1	Chris Gay	Attend to vandalised bench on Gipsies Green. Level bench and cement existing pads back into place. Labour £64, materials £28	Parish Councils Act 1957, s.1	£92.00

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	Dancover	Warranty claim to replace a marquee part	LGA 1972 S145	0.00
2	Ensure Fire Safety	Replacement of emergency light at Bowling Club. Parts & labour	LGA 1972 S133	192.00
3	HMRC	P32 payment (PAYE & NI Apr-Jun)	LGA 1972 S111	684.50
4	BSA Security & Fire	Supply & install two new CCTV cameras over the Green Lane playarea + reposition existing camera to overlook a bench	LG&R Act 1997 S31	1,269.00

5	Great Yarmouth Services	Bradwell Waste day (27th May23)	Litter Act 1983 S5S6	970.79
6	Chris Gay	Attend to vandalised bench on Gipsies Green. Level bench and cement existing pads back into place. Labour £64, materials £28	Parish Councils Act 1957, s.1	92.00

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

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	Four*ABS signs for Green Lane car park, postage, replacement part for strimmer & safety goggles for caretaker	LG&R Act 1997 S31 / Public Health Act / LGA 1972 S111	22-Jun-23	81.20
2	Norse Waste Solutions	Rental of waste bin LCP (May23)	Public Health Act 1975	22-Jun-23	37.74
3	Onecom	Broadband & telephone - May23	LGA 1972 S111	30-Jun-23	79.08
4	Total Gas & Power	Electricity to Leo Coles Pavilion May23	Public Health Act 1975	30-Jun-23	162.29
5	LGPS	Pension Payment Clerk - Jun23	LGA 1972 S111	30-Jun-23	388.52
6	Salaries	Staff Salaries June 23	LGA 1972 S111	16 Jun 23	1,548.76

It was **resolved the above accounts 1-6 be paid, Clerk's delegated spending 1) and Direct Debits 1-6 be retrospectively approved.** Proposed and seconded by Cllrs Wainwright & Sargeant. Unanimous vote.

c) Monthly Income noted:

Receipts – May 2023: None

9. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Working Groups / Portfolios

It was **resolved to add Cllr Hughes to the following Working Groups: Events; Properties & Assets; Planning and to add Cllr Hughes to the Crime portfolio (in conjunction with Cllr Patterson).**

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

b) Spike on lamppost overlooking the play area on Green Lane

This spike has been budgeted. It will protect the three CCTV cameras on Green Lane overlooking the play area. It was **resolved to accept the quote of £330 + VAT from BSA Security & Fire.** Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote. Legal Power: LG&R Act 1997 S31.

c) Updating of Chairman's board at Leo Coles Pavilion

It was **resolved to accept the quote of £38 + VAT from The Signsmith to update the Chairman's board.** Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote. Legal Power LGA 1972 S111.

d) The Kings Garden

Given the quote to accept the gift of land was so expensive, the current landowner was approached about leasing the land on a long-term peppercorn rent basis. He is happy to do this, and suggested £1 per year. NP Law has quoted £750 + VAT to draw up the lease agreement, subject to *"the possibility that something unknown may crop up"*, which is not too much cheaper than their quote to accept the gift of land at up to £900 in legal fees.

A discussion took place about the advantages and disadvantages of either proposal. The landowner appears to be willing to do whatever is best for the Parish Council, so it was proposed that the landowner be approached to discuss a 'gentleman's agreement', whereby they keep legal ownership or simply gift the land. However which ever happens the Parish Council will maintain the land. The land is too small to be of any commercial value to anybody else. It was **resolved for the Clerk to approach the landowner and ask him to put in writing that they will maintain ownership, but the Parish Council maintain the land for use of the community.** Proposed and seconded by Cllrs Barron and Sargeant. Unanimous vote.

e) Potential re-imbursement of £4.81 to an allotment tenant given a Notice to Quit

A tenant who had not worked their plot for many months was given a notice to quit by mid-June. The tenant has requested re-imbursement of the overpayment to the end of the allotment year, which equates to £4.81. A lengthy discussion took place about the state of some allotment plots and how Cllr Hamilton and the Clerk spend a huge amount of time on allotment issues. This particular plot was never worked on satisfactorily – why is it fair to reimburse somebody when the plot is in a dreadful state to hand over to a new tenant? The Council pays to clear allotments, which it not fair on precept payers. This particular plot has already been re-let. It was **resolved to re-imburse the tenant £4.81 because it is not specifically written into the tenancy agreement that re-imbursements do not occur.** Proposed and second by Cllrs Sargeant and Patterson. 5 in favour, 2 against.

f) Bike safety / youth engagement event

Cllr Barron advised the Council he would like to work with the Old School Village Centre and YMCA about bringing 15-20 motorbikes / blood bikes / police bikes to the youth club to let the children see / photograph them. It would be an ideal opportunity to speak to youths about road safety and the importance of wearing safety equipment. Cllr Barron would like to organise two events and will be liaising with the Institute of Advanced Motorists. It was **resolved for Cllr Barron to go ahead with this idea with events in August and September. The Clerk will give Cllr Barron the contact name at YMCA Norfolk.** Proposed and seconded by Cllrs Hamilton & Sargeant. Unanimous vote.

g) Weed membranes for vacant allotment plots

An allotment advisory committee member has requested the Council purchase two 25m * 4m DPC membranes at £42 + VAT each. Covering vacant plots will mean other tenants do not feel obliged to keep neighbouring plots strimmed/sprayed when vacant, or when a tenant has a long-term health problem. **It was resolved to purchase two membranes at £84 + VAT.** Legal power Small Holding & Allotments Ct 1908 S23. Proposed and seconded by Cllrs Watson and Wainwright. Unanimous vote.

h) To allow the Early Intervention in Psychosis Team to work on one existing tenant's allotment plot

The Early Intervention in Psychosis Team has requested they work on one tenant's allotment plot (a family member) on Cley Road allotments. This will be for a couple of hours a month perhaps once or twice a month. It was **resolved to grant permission for the Early Intervention in Psychosis Team to work on one existing tenant's plot – subject to it being acceptable to the Council's insurance.** Proposed and seconded by Cllrs Sargeant and Hamilton. Unanimous vote.

i) Litterbins

i. Positioning of four new litterbins in Bradwell

Cllr Sargeant advised the Properties and Assets working group has suggested placing the bins in the following locations:

- Junction of Briar Avenue / Oak Avenue
- Junction of Mallard Way / Pintail Drive
- Junction of Howard's Way / Jackson Close
- Main entrance to Bluebell Meadow's site (off Beaufort Road), next to post box
- (reserve) Junction of Beccles Road / Kings Drive
- (reserve) Beccles Road bus shelter, opposite Sun Inn, next to noticeboard

This year there is budgeted £1,400 for purchase, £1,200 for installation and £208 for annual emptying of four new litterbins. Legal Power: Litter Act 1983 S5S6.

Subject to 1) ii) below, It was **resolved to position the bins as scheduled above. To go ahead with options 1) and 2) and the positioning of the other two bins dependent on the discussions with Persimmon Homes.** Proposed and seconded by Cllrs Sargeant & Watson. Unanimous vote.

- ii. Vice/Chairman to meet with Persimmon to discuss possibility of them providing litterbins / a bus shelter in the Bluebell Meadow's estate.

As Persimmon suggested they would consider building a bus shelter at the last meeting (June 2022), it was **resolved for Cllrs Hamilton and Sargeant to meet with Persimmon Homes to see if they are agreeable to purchasing some litterbins and a bus shelter at Bluebell Meadows.** Proposed and seconded by Cllrs Hamilton and Sargeant. Unanimous vote.

j) Training

It was **resolved to book Cllr Hughes on the Planning For Parish Councillors training, via Norfolk ALC at £38 + VAT.** Legal Power LGA 1972 S111. Proposed and seconded by Cllrs Hamilton and Hale. Unanimous vote.

k) Skip at Beccles Road Allotments

In March 2023 it was resolved to order a skip to remove debris left on one particular plot. This skip only took half of the debris. A skip of a similar size is needed to remove the other half. It was **resolved to spend £393.60 incl VAT to pay for another 14-yard skip for Beccles Road allotments.** Legal Power S. Holdings & Allot Act 1908 S23. Proposed and seconded by Cllrs Wainwright and Watson. Unanimous vote.

The Parish Council needs to examine rents, recharges and repeated problems on allotment plots.

The current tenancy agreement does state that the Council will pay for debris to be removed, which will be recharged to the tenant and in recent months tenants have received strong letters from the Council to this effect, which seems to be working.

l) Cllr introductions to members of the public at meetings

Cllr Barron advised the Council that it is common courtesy for members of the Council to introduce themselves to the public. It is currently rude and unwelcoming. It was resolved **that if a member of public is present at public meetings that Cllrs introduce themselves (unless the member of the public is known to all).** Proposed and seconded by Cllrs Barron and Sargeant. Unanimous vote.

m) Schoolchildren using the office toilets during a school trip

A class of school children would like to use the office toilets while having a picnic on Green Lane field. Council insurance company has said this is acceptable. Members discussed safeguarding issues and how a teacher must be with the children at all times when using the toilets. Safeguarding is the prime concern. It was **resolved to allow the school children access to the office toilets during their picnic as long as a teacher accompanies them at all times. They could be given their own key to the side access.** Proposed and seconded by Cllrs Wainwright and Hamilton. Unanimous vote.

n) Youth Club operating over the summer months

It was initially thought that the youth club would only operate during term times, but the final resolution did not mention this, so a six-month youth club was purchased. YMCA were asked to gauge whether youths wanted the club to run over the summer and received a positive reaction. Youth workers would liaise with older youths on Green Lane playing field during the summer months,

if there is nobody attending the club. It was **resolved to keep the youth club operating over the summer months**. Proposed and seconded by Cllrs Hamilton & Watson. Unanimous vote.

10. PORTFOLIO REPORT:

Cllr Sargeant reported that the Bowling Club had its Health & Safety risk assessment concluded. He has also contacted a plumber about the potential new water meter at the Bowling Club.

11. EVENTS WORKING GROUP

a) The minutes of 17th April and 23rd May 2023 were noted.

12. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Residents' correspondence (Appendix 5 circulated)

Resident	Response
<p>"I live on Bluebell Meadow in Bradwell phase 4 I am a dog walker and I'm quite surprised we have no bins around the whole estate. It is quite a large estate now and growing and there is desperate need for a bin. There is a temporary black household bin on Chaplin Road, but it is disgusting when you open it to put the bag in you get knocked out by the vile smell. We really need an open bin.</p> <p>Ideally situated either there or thee we otter end of the path, If you enter that field from Beaufort Way, you will see dog poo bags littered in this area.</p> <p>I did request this many months ago to Carl Annison. He said he would bring it up in the meeting but hasn't got back to me since I have tried to contact him with no success."</p>	<p>Clerk responded:</p> <p>Many thanks for your email about litterbins. The Parish Council is responsible for putting litterbins around the village and we have budgeted for four new bins in this financial year.</p> <p>The Council is aware that there are no bins at all in the new Bluebell Meadows estate. I will bring your email to the attention of the Council to help them make a decision about bin placement.</p>
<p>A child tripped on the broken flooring on Green Lane play park, needing stitches. The Child's grandmother visited the office on 8th June and the child's mother visited the office on 12th June.</p>	<p>The Clerk contacted the three Bradwell South Borough Cllrs on each occasion asking them to telephone the child's mother.</p>
<p>[Regarding the Green Lane play park flooring] "I believe this has been reported, would you be able to tell me when it will be fixed thank you. Its been like it for a while now. I've attached a screen shot. The rubber is all coming up around the play area. It is a trip hazard and my son nearly hit his head on the metal framework the other day.</p> <p>[The Borough Councillors], are aware they said quotes were being done but when I rang the council they were unaware of this. What is Yarmouth council email address please."</p>	<p>The Clerk advised resident how to contact the Borough Council directly.</p>

The Clerk advised members that that child's mother attended the office and specifically requested a copy of the CCTV be kept safe, showing the incident on 7th June 2023.

b) Borough Council planning decisions made since last PC meeting (appendix 6 circulated)

No.	Reference	Proposal	Site	GYBC's Decision
1	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	Approved

2	06/23/0132/A	Proposed new signage and shopfront	2 Mill Lane	Adv Consent
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	Approved
4	06/23/0155/HH	Proposed erection of a single storey front extension for use as Porch / utility room	23 Laurel Drive	Approved
5	06/23/0185/F	Proposed construction of attached annex	174 Beccles Road	Approved
6	06/23/0184/HH	Proposed single storey rear extension	1 Yew Tree	Approved
7	06/23/0229/PAD	Prior Approval Notification - Installation of 140 solar PV panels on second storey flat roof	Lynn Grove Va High School	Permitted Dev

c) Meeting with owners of Hobland Plantation

Cllr Hamilton reported it was an amicable meeting. The landowner stated there are no plans to build on the plantation and they aim to keep it as it currently is. They will provide the Council with the acreage and suggested a purchase price of £12k per acre. The landowner mentioned that the plantation of Hobland Hall was originally designed by Capability Brown and the garden and plantation were all originally the garden of Hobland Hall. An historical article states in 1804 the property consisted of the hall and a plantation of 32 acres. This means that Hobland Planation is definitely over 100 years old so could potentially be re-designated as 'Ancient Woodland'. The woodland has to officially be recognised as Ancient Woodland to give it more protection against development. If the land was offered up for sale, a buyer may close the area to the public. The acreage is needed before a decision on this can be made, but the current intentions are to consider purchasing the land for future generations of residents to enjoy.

d) Meeting with resident on 17th June (see agenda item 26a from 22/05/23).

Cllr Hamilton reported that Cllrs Hamilton, Patterson & Watson and the Clerk met the resident and his colleague on 17th June. It was a difficult meeting and it appeared that the resident did not listen to what was being said, although he admitted he wasn't wearing at least one of his hearing aids. The resident is thinking of putting together a village newsletter. He is perfectly entitled to do this, regardless of The Bradwellian. The resident is also unhappy that, in his perception, the Parish Council hasn't done anything meaningful since 1997. It was wondered why the resident had taken over a 25years, to make his feelings known. Cllr Hamilton advised the resident that most, that is over 90%, of the current councillors were recently appointed and his comments were disingenuous to some hardworking councillors. It was felt that the meeting was unnecessarily unfriendly.

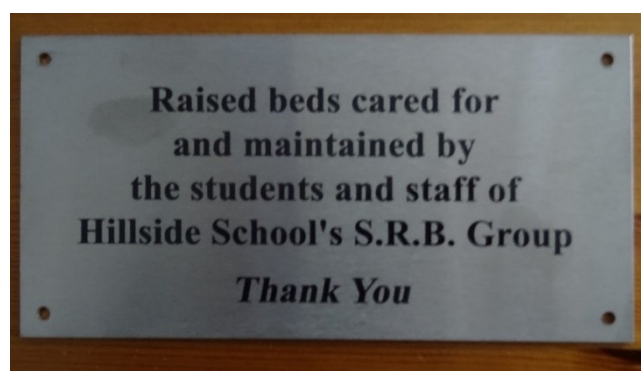
e) County Cllr Smith's email dated 13th June regarding future highways improvements in Bradwell.

f) Friday 7th July PC Gray will be attending three locations in Bradwell for ASB / Alcohol Awareness week.

13. REPORTS FROM OUTSIDE REPRESENTATIVES

The Bradwell Library Reading Room Report June 2023 – Cllr Hamilton

This year has been a challenging year financially for the Reading Room. It has faced a number of challenges, the major one being the cost of heating and lighting. Steps have been taken to reduce these costs by moving away from night storage heaters and purchasing smaller more localised heaters in the building. However, the costs of heating etc. has risen to circa £700 a year. It is hoped that the parish council will recognise this issue and consider a small increase in the award they give going forward. As stated in my previous report 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) 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. Keith Nichols the previous chairman has had a plaque made to be attached to the raised planters at the library in recognition of the support from Hillside school and it is hoped that this will be acknowledged shortly. However, 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.

While computers have been purchased, the implementation of the small IT hub has hit an issue with availability of suitable volunteer support staff on the Thursday afternoon to help and support those who are not very IT literate. However, we continue to advertise and are optimistic that a suitably qualified individual may come forward. It is still hoped that with the right support that the Reading Room will leap forward into the 21st Century.

Bradwell Bowling Club – Cllr Sargeant

A Health and Safety risk assessment on the bowling Club building and its use has been carried out by Cllr Jim Sargeant and David Lowe of the Bowling Club committee. There were no significant finding with only minor concerns being highlighted which are being addressed. Risks were classified as Low. The only other item to report was the repair/ installation of outside light of the bowling club main building.

Old School Village Centre – Cllr Watson

- redecoration of the Cottage room nearly completed including installing a whiteboard and storage cupboard. The Cottage has successfully hosted its first training event by a national company
- the old suspended ceiling in the main hall has been replaced with full insulation. Much improved and hopefully will reduce energy costs.
- we hosted our first Themed Afternoon Tea on the coronation Monday May 8th - very successful - catering was provided by the WI and the decorations by the Flower Club, and service by volunteers of the Centre - real joint effort - more are planned for Sept and Nov.
- the centre is running a Food Hygiene course level 2 on July 13th for volunteers at the Centre
- we are planning a series of pop-up cafes on 3 Thursday afternoons Sept - Nov as a trial
- we are also planning a 'Santas grotto' event close to Christmas
- will be a Food and Craft Fayre on a Sunday afternoon in Oct in support of Deaf Connections - they run Sign Language classes at the centre.

Mill Lane Community Centre – Cllr Hale

As there has not been a report made to the Parish Council since the formation of the new management committee, for the purposes of completeness, this report covers the previous year and the way forward.

BACKGROUND

There have been many changes during the last year as the new Committee took over in March 2022. The problems which were inherited were considerable but it was necessary to review every aspect to ensure the Centre was fit for purpose and properly managed. The work was very challenging as there was a lack of operational procedures. It was necessary to implement a whole new management system and processes, including procedures required by the Charity Commission and Government legislation. There had also been delays in the rectification of maintenance issues which had left some aspects unsafe.

ACCOUNTS

The internal management audit of our Accounts for 2022-2023 has now been completed and the Accounts will be sent to our Accountant shortly.

Income

Our income was just under £46,000 which is an increase of £15,000 from the previous year. However, I believe this increase in turnover can primarily be attributed to the implementation of proper processes improving our

procedures for invoicing onto a regular monthly basis; chasing outstanding debts; an increase in room and hall charges which had not been imposed for many years and the addition of short one day hires; as well as opening two rooms for hire which had been mainly used as storerooms.

Expenditure

This has been in the region of £19,000 due to the extensive maintenance work necessary as well as the purchase of a new CCTV system. This purchase was necessary as a safeguard for our users but in part also due to the considerable amount of anti-social behaviour by large gangs of teenagers which was causing damage to the Centre throwing tiles of the roof, as well as abusing the users either in the Centre or walking from their cars.

THE CURRENT YEAR

Our Centre should be the building of opportunity for those who wish to gain new knowledge, learn a new skill, improve their health & quality of life and for those who merely want some company. We must change the way our community centre is viewed if we are to survive.

Bradwell Parish Council does not incur any financial expenditure in relation to the centre given the existing Declaration of Trust that has been in place since June 1998. It could be argued the current model is out of date and should be replaced with a new fit for purpose agreement with the Parish Council and a management committee rather than the five members. The election of representatives from the Council has sometimes caused difficulties which can have an impact on the long-term sustainability in the years to come. We also need to recruit more people to sit on the Management Committee to help us go forward as there is no practical support from volunteers. This puts a cost on anything we may want to do from simple tasks such as painting a door to helping clear out a storage area which has been neglected and out of control.

PLANNED WAY FORWARD

Additional income will continue to be invested in the building and our service provision but we also need grants to develop and grow. To look at a sustained way forward is potentially to work together with partners within the Bradwell area, as well as linking up to the larger organisations. It is always better to have a partnership group because that partnership can go for the larger funding grants. As Bradwell grows in population, the needs of good Community bases, offering a wide range of uses is paramount if we are to reflect the social needs of the area. This year we plan to

- Instigate an annual Training & Employability Fair;
- Expand and widen the Centre's usage and widen participation;
- Link up with Education and Health service providers;
- Seek to increase activities throughout the school holiday periods when most of our groups take a break and we lose much needed revenue;
- Introduce a new booking system to ensure we have a fit for purpose centre booking system which meets the needs of the Centre as well as Operations Manager responsibilities;
- Refurbishment of the Sports Hall floor which has deteriorated and has no markings for Sport. The décor is showing signs of age and is very outdated;
- Install new flooring in the Broadland Suite and the Nelson room. Both floors have been covered in hard wearing carpet tiles which are starting to be uneven or stained and could potentially become a hazard.

CLLrs felt that Mill Lane community centre could be a really valuable asset to Bradwell. It is hoped the centre can widen, rather than stagnate, and change the way it's viewed by residents and also how it's dealt with at Parish Council level.

14. DATE OF NEXT MEETING: Monday 31st July 2023

There being no other business, the meeting closed at 8.35pm

Signed: Date: