

# Bradwell Parish Council



31<sup>st</sup> July 2023

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

**PRESENT:** Cllrs Hamilton (Chairman), Barron, Howe, Hughes, Patterson, Sargeant & Watson.

**IN ATTENDANCE:** Parish Clerk, C Bacon, 7 members of the public

Cllr Hamilton informed the meeting of the fire procedures. Cllrs introduced themselves to the public.

**1. APOLOGIES FOR ABSENCE:** Apologies for absence had been received from Cllr Hale & Wainwright.

**2. CO-OPTION.** The member of the public did not attend due to illness, so was not co-opted.

**3. DECLARATIONS OF INTEREST AND DISPENSATIONS:** None

**4. PUBLIC PARTICIPATION:**

A member of the public spoke about Woodlands School ending their drop-off point for children in September 23. The school has requested use of Green Lane playing field as an overflow car park (see agenda item 10d) because the Green Lane car park is already busy when the bowling club are playing. The member of the public has statistics regarding road crossings. The school has taken this decision for unknown reasons. A second member of the public is trying to find out who made that decision, because there is a lot of opposition.

A member of the public spoke about their allotment plot at Beccles Road (see agenda item 10g). They've been using a hose/pump system to fill up their water-butts. The hose is not directly attached to the mains water supply tap. The front water-butt is manually filled with watering cans & buckets. The other two water-butts are syphoned using a pump/hose from the first butt. The tenant confirmed they are not using hoses straight from the main water supply, nor to water their garden. The tenant believes they are not using more water than other tenants. They would like a shed to harvest rainwater, but they inherited two polytunnels and a plot can only have two structures per plot. They will try to get some scaffolding up to harvest rainwater. They are not trying to use more water than other tenants. A member of their family who helps on the allotments has a disability.

A member of public (also on the allotment advisory committee) spoke about their strong feelings against using hoses on the allotments. The tenancy agreement states hoses cannot be used. Water companies have stated there are water shortages and it is a fact that hoses use more water. This is not a personal thing. The general feeling is that allotment tenants believe hoses should not be used under any circumstances. People on the site are very sympathetic to physical problems; indeed most tenants are pensioners and most have a physical ailment, but still carry water in watering cans or a wheelbarrow. Lots of tenants on the allotment sites are waiting on this Council decision and, if this is allowed, they will do the same thing. If this happens, there is nothing to stop irrigation systems being installed and it will potentially stop people from wanting to harvest rainwater from sheds. If only watering cans are used, it makes you very careful about water use. The majority of allotment agreements on other sites across the country do not allow hoses on site.

A member of the public spoke about the tree/hedge between their property and the Green Lane car park (see agenda item 10a). Their garden is South East facing and gets very little light, so there is just soil and moss on the ground. They have a young child, with another on the way. They requested the Parish Council allows them to reduce the tree to hedge height and to lower the height of the hedge that surrounds their property. This member of the public runs a tree surgery company. This work will be carried out free of charge by qualified and insured tree surgeons.

**5. MINUTES OF LAST MEETING:** The minutes of the Parish Council meeting of 26<sup>th</sup> June 2023 were approved and signed. Proposed and seconded by Cllrs Sargeant and Barron. Six in favour, one abstention.

Cllr Barron reported that six bikes are going to the Youth Club on Friday 4<sup>th</sup> August between 7pm-8pm to engage with both age groups. There will be a follow up session 6-7 weeks' later. Cllr Barron was thanked.

## **6. CLERK'S REPORT**

a) The four new litterbins have been purchased and are currently housed in the storeroom. Norse has advised they cannot install these litterbins as they are no longer taking on any private work due to staff shortages. GYBC has given the names of two 'Street works accredited' builders and they have been approached for quotes. Cllrs Hamilton and Sargeant have contacted Persimmon to ask if they can install free of charge.

b) On 8<sup>th</sup> June GYBC were asked to confirm whether the emptying cost of these new litterbins would remain at £54 per bin per year. On 13<sup>th</sup> July the following response was received: *"These are under review currently so I cannot give you a fixed price. It is fair to assume that these will be going up in price however it isn't my place to say this for certain at this time."*

c) Persimmon Homes have been emailed twice about potential litterbins on Bluebell Meadows. No response was received, so a follow up letter was posted on 19<sup>th</sup> July. Cllrs Hamilton and Sargeant visited Bluebell Meadows site on 31<sup>st</sup> July and were given the contact details of the MD's PA.

d) Borough Cllr Carl Annison is investigating whether "The Kings Garden" needs planning permission. He has now confirmed that the community garden does not require planning permission.

e) GYBC advised the Clerk on 20<sup>th</sup> July that neither Parish Council S106 application was successful. Reasons: the benches had no specific locations (apart from one which was not on 'Open Space'). The bandstand was an estimate and a full quote is required. Also, permissions must be sought in advance (i.e. whether planning permission is required, Fields in Trust consent, Sports England consent). The next round of S106 funding will start in August. There will be approximately £60k in the fund to apply for – we are advised to get the quote and the permissions and re-apply. There is the possibility that GYBC can assist with our major projects (turning Leo Coles Pavilion into a café and changing the playing field into a formal park).

f) Cllr Hughes' planning training is scheduled for 22<sup>nd</sup> September 2023.

g) The CCTV spike will be fitted on 10<sup>th</sup> August 2023.

h) The Council insurance was happy for the Early Intervention in Psychosis Team to work on a plot on Cley Road allotments, on the condition that the team has their own Public Liability cover with an equivalent Letter of Indemnity. The Clerk informed them of this on 3<sup>rd</sup> July 2023.

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

## **8. PLANNING**

a) Planning applications received:

No.	Reference	Proposal	Site	Recommendation
1	06/23/0489/HH	Proposed demolition of existing conservatory and erection of single storey flat roofed rear extension with roof lantern	166 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 Hughes, Unanimous vote.

## 9. FINANCE

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

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	Community Heartbeat Trust	Replacement pads for Leo Coles defibrillator	LGA 1972 S137	80.34
2	Glasdon UK Ltd	Four Neopolitan Plaza litterbins	Litter Act '83 S5S6	1,297.22
3	The Signsmith	Updating Chairman board for Cllr Hamilton	LGA 1972 S111	45.60
4	Community Heartbeat Trust	Replacement pads for Mill Lane defibrillator	LGA 1972 S137	68.34
5	Ensure Fire Safety	Service of fire extinguisher	LGA 1972 S133	21.30

The following direct debit payments were made between 1<sup>st</sup> July - 31<sup>st</sup> July 2023

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	Banners & posters for event; Skip for Beccles Rd Allotments, plumbing parts for Cley Road allotments, Renewal of GOV domain name, 2*DPC membranes for weed control at Cley Road allotments	S. Holdings & A Act 1908 S23 / LGA 1972 S142 / LGA 1972 S145	22-Jul-23	804.69
2	Norse Waste Solutions	Rental of waste bin LCP - June23	Public Health Act 1975	28-Jul-23	37.74
3	Onecom	Broadband & telephone - June23	LGA 1972 S111	31-Jul-23	79.08
4	Total Gas & Power	Electricity to Leo Coles Pavilion - June23	Public Health Act 1975	31-Jul-23	155.30
5	LGPS	Pension Payment Clerk - July23	LGA 1972 S111	31-Jul-23	388.52
6	Salaries	Staff Salaries July 23	LGA 1972 S111	16 Jul 23	1,548.76

It was **resolved the above accounts 1-5 be paid, and Direct Debits 1-6 be retrospectively approved.** Proposed and seconded by Cllrs Howe & Hamilton. Unanimous vote.

c) Monthly Income noted:

### Receipts – June 2023:

No.	Supplier	Description of Supply	Total
1	Tesco	Grant for youth club	500.00
2	Various	Allotment receipts	6.42
		<b>TOTAL</b>	<b>506.42</b>

## 10. ITEMS FOR CONSIDERATION AND RESOLUTION

a) Hedge and beech tree at Green Lane car park

A neighbour adjacent to Green Lane car park has offered to:

- cut the Beech tree between his property and Green Lane car park.
- Reduce the hedge height adjacent to their house to allow more light into their garden

There is evidence that this tree was actually part of the hedge in the past, but has it been left to grow for an unknown reason. This tree is stopping light from getting into the neighbour's garden, where a child wants to play. The neighbour has confirmed he will be putting a fence the other side of the hedge to stop dogs from coming through. The neighbour has also confirmed if the Beech tree dies, he will replace it at his cost. It was **resolved to allow the neighbour to reduce the height of the Beech tree to hedge height. The neighbour is to pay for the work, must use a qualified tree surgeon and remove all debris** Proposed and seconded by Cllrs Hamilton and Sargeant. Unanimous vote.

The neighbour also wants to reduce the height of the hedge adjacent to his garden from 12' to 8'. The hedge goes all the way along the length of the boundary (from Green Lane to the Bowling Club), but the neighbour is only talking about reducing the height at the section adjacent to his house. It would mean there would be two hedge heights along that stretch of hedge. It was **resolved to allow the neighbour to reduce the hedge height from 12' to 8' on the section adjacent to his property. The neighbour is to pay for the work themselves using a qualified tree surgeon and remove all debris.** Proposed and seconded by Cllrs Sargeant and Hughes. Unanimous vote.

**The neighbours must use the correct signage and to let the Clerk know in advance when the works will take place, as the car park will need to be cordoned off.**

b) Parish Partnership Scheme

Cllr Hamilton advised he would like to see part time 20mph signs with flashing lights outside of Bradwell's schools. This issue will transfer to the Properties and Assets team.

c) Members to the Staffing Committee

It was **resolved to appoint Cllr Sargeant to the Staffing & Standards committee.** Proposed and seconded by Cllrs Hamilton and Watson. Unanimous vote. It was **resolved to appoint Cllr Barron to the appeals committee.** Proposed and seconded by Cllrs Hamilton & Sargeant. Unanimous vote.

d) Overflow parking for Woodlands School on Green Lane playing field

Woodlands School will no longer be allowing parents to drop off their children at the school from September 2023 onwards. A request has been made for part of the Green Lane playing field be open for parents to park on the grass, with possibly a temporary barrier put in place to prevent cars from going further onto the field.

Cllr Hamilton explained that the Leo Coles Pavilion needs extensive improvements with a café, EV charging points and would probably need a bigger car park. This is for the future and does not help this debate.

A discussion took place about what is the safest option for the children and who made the decision to alter the current system of school collection/dropoff outside the school on Church Walk. There are concerns that the new plans are not safer for children, parking on the field will churn the grass up and turn it into a field of mud, there will be issues with the Bowling Club parking and it will make the junction on Green Lane even more dangerous. It was **resolved to defer making a decision on this issue, and to invite the Head of Woodlands school to explain why the decision has been taken to close the school car park. The existing method is the safest for children.** Proposed and seconded Hamilton & Howe, 6 in favour, one abstention

e) The Bradwellian magazine

Correspondence between the Chairman and the resident proposing a new Bradwell magazine was reviewed. Should the Parish Council carry on with their own The Bradwellian publication or place regular articles in the new Bradwell Observer magazine? Cllr Hamilton advised that if the Parish Council were to continue with The Bradwellian, a team of Cllrs would be required, as he has now written/edited four editions alone. Alternatively, the Parish Council can place regular articles in the Bradwell Observer.

A member of the public advised they are interested in being Co-Opted onto the Parish Council and assist with The Bradwellian. This member of the public would like to take over the marketing side of the Parish Council to gain more community reach. It was decided to **defer this decision** until the

member of the public has been Co-Opted onto the Parish Council. Clerk to liaise with the member of the public to set the Co-Option process in motion.

f) Allotments

Some plots (e.g. vacant plots or tenants with long term health issues) are regularly maintained by Allotment Advisory Committee members free of charge. Should a 50% discount on fees be offered to committee members? Should the Parish Council employ a member of staff to maintain these plots?

A lengthy discussion took place about why tenants feel it is acceptable to just walk away from an untidy allotment plot, costing the Parish Council money. Many tactics have been employed to prevent this, but it still occurs. A discussion took place about the tenancy agreement, when it was last updated, and whether there should be a deposit system in place. It was felt that allotments should not be costing the Parish Council anything, so a deposit system may prevent people from abusing their plots.

Cllr Hamilton explained that without the help of the Allotment Advisory Committee, the Council would have to pay substantially more money to run these plots. The Committee are incredibly helpful and hard working. A discount on their fees would be a small thing to recognise the time and effort they put into helping with the allotments, which is Parish Council land/assets they are managing. It was **resolved to offer a 50% discount on tenancy fees to Allotment Advisory Committee members**. Proposed and seconded by Cllrs Sargeant and Patterson. 5 in favour, 2 against.

The discussion moved onto whether to employ the caretaker for an additional 2 hours a week to help out maintaining the allotment sites. Cllr Howe expressed concern that the Parish Council would effectively be paying three times: to pay for skips, to give 50% discount to committee members and to employ the caretaker. Cllr Hughes advised that skips are hardly used on his site (not a Bradwell Parish Council run site): Cllr Hughes to give more details to Clerk, and a copy of his tenancy agreement. Cllr Hamilton explained how much time running the allotments takes up and even with the dedicated allotment advisory committee members, there is still much to do. It was **resolved to pay the Caretaker an additional two hours per week, for him to spend that time on the allotments helping with untidy plots and communal areas. This is on a trial basis, with a review in 6-12 months' time**. Proposed and seconded by Cllrs Hamilton and Watson. 6 in favour, 1 against.

**The suggestion of taking deposits is to be discussed at the next Allotment Advisory Committee meeting**

g) Use of Hosepipe at allotments

One tenant has been using a hosepipe attached to a water-butt pump, although the use of hoses is not permitted in the tenancy agreement. The tenant spoke about this issue at Section 4 of this agenda.

Cllr Barron expressed concern that it may be in contravention of the equality act if we do not allow disabled people to use hoses on their plots. There should be no barriers to disabled people having an allotment. Other Cllrs were of the opinion that hoses should not be used at all on allotment sites, as per the tenancy agreement.

There is nothing written into the Smallholding and Allotment Act of 1908 preventing the use of hoses, so it's probably a past issue with water usage in that has meant the clause was written into the tenancy agreement.

There are 5 taps on this site, with one tap right situated next to the tenant in question. The Allotment Advisory Committee member advised that if somebody with a disability does want an allotment, it could be considered as an individual case. Cllr Hamilton proposed that the tenant can use their hoses between water-butts until such time as the Council has time to investigate the Equalities Act to see if not having hoses is discriminatory, in which case reasonable adjustments can be made. Cllr Howe put forward a counter proposal that a special policy is written for individuals with special needs. The Allotment Advisory Committee can make judgements based on the new policy whether reasonable adjustments are required. Cllr Hamilton withdrew his proposal.

**It was resolved in general that no hoses should be used on allotment plots, except in the case where there is disability or inequality where wellbeing is affected, in which case the Allotment Advisory Committee will make operational decisions based on the new policy that the Council will write. The Council will write the new policy and the Allotment Advisory Committee will make sure it is adhered to. The policy will ensure the Council addresses and breaks down barriers so that everybody can enjoy the allotments like an able-bodied person is currently able to.** Proposed and seconded by Cllrs Howe and Hamilton. Unanimous vote.

### **11. PORTFOLIO REPORT:**

Cllr Hamilton reported there is a massive event this Sunday 6<sup>th</sup> August and urged all Cllrs to volunteer to help on the day, including erecting marquees and event shelters. It starts at 7am. Cllr Hughes, Watson and Hamilton will be volunteering. A member of the public will help Cllr Hamilton move tables from the Old School to Leo Coles Pavilion. Cllr Howe gave his apologies he cannot make the event due to work commitments.

Cllr Patterson reported he attended two police engagement event this week, but no members of the public attended either of them.

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

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

Resident	Response
<p>13<sup>th</sup> July: Email 1 - there is lots of shouting and screaming swearing coming from green land basket ball court it been going on now for couple of weeks last night was till 11.30 pm think it's time you started to lock it up by 9 am we have to live here and not fair on residents in areas trying to sleep can't have bedrooms windows even though it's hot I myself get up at 6am to go to work and can't get to sleep till they go home sorry for the winge if people don't tell you then nothing can get done have not reported it to the police hopefully you can do something</p> <p>Email 2 - just had next door round she was complaining about the noise coming from green lane field as well she had friends stopping over they were kept up till 3 am I was away my self so didn't hear it</p>	<p>Clerk contacted PC Vinny Gray and asked them to step up patrols in the area. CCTV footage showed a large group of youths playing football in the hard-court play area. They disbursed about 11.30pm, but a smaller group sat at a picnic bench for a while.</p> <p>PC Vinny Gray responded:  <i>"I will keep an eye on the area. I have a Student Officer with me this week who is looking at ASB in the area as part of his EBP (Evidence Based Policing), so will we conduct some extra patrols in the area. Unfortunately as it is a park, then the local residents will have to expect a bit of noise, especially over the next few weeks with it being the Summer holidays. I appreciate if it is anti-social after 23:00 hours then yes they can report it, especially if they are shouting, swearing, etc. They will need to call this in though to report it on the non-emergency: 101 number, or complete an online report. As before, if people aren't making reports then we are unaware and also if they want Police to attend to deal with the matter then they need to report it when it is happening.</i></p>

	<p><i>Can the youths be identified from the CCTV? If so could you please send me some stills over, I will work with the local school's again in hopefully identifying them and getting ASB letters sent home to their parents/carers as before. This tends to do the trick in nipping it in the bud."</i></p>
<p>16<sup>th</sup> July - just to let you know the noise from green lane playing field is bad tonight its 23.04 shouting and screaming from basketball court ball bouncing this needs to be locked up at night I have to be up at 6 am for work</p>	<p>I've just spoken to PC Vinny Gray about this issue. He advises that you call in the disorder each and every time it occurs – either call 101 or log online. The police will attend and disburse the youths. There is very little they can do after the event. Our CCTV does show the youths, but identifying them is the issue, despite them liaising with all the local schools.</p> <p>I will put your correspondence to the Parish Council about your suggestion to lock the hard-court play area. However please bear in mind this equipment does belong to the Borough Council.</p>
<p>19<sup>th</sup> July - I don't know a lot about what the parish council do, and having been a Bradwell resident for 22 years, this is the first time contacting you, but feel I need to raise my concern with someone. My concern is with the mess and destruction that City Fibre and Pod-Trak are leaving in their wake as they install cabling. I live in the North Bradwell area and Pod-Trak have been ripping up pavements for some weeks now, which is needed to keep up with technology. However, the work being carried out leaves a lot to be desired. I have been contacting City Fibre and Pod-Trak for about six weeks now in an effort to get them to tidy up my immediate area, and while that is slowly happening, most of the time I am given false hopes of a clean up.</p> <p>We've had dust and debris left by the contractors as they move on to other areas, piles of dust and tarmac swept to the side of the road in a pile and left, multiple roads left with temporary surfaces that are already breaking up with no indication of when these will become permanent. Verges excavated with no evidence that any grass seed has been sown to make good, cycle lane markings patched up with standard white spray paint and footpaths left covered in dirt.</p> <p>Are Bradwell Parish Council happy for a contractor to come in and make such a mess of the village? Do the Parish Council have an overview of works like this going on in the area and have a say at all? I had assumed Pod-Trak were not local, but have since realised they are based in Great Yarmouth which makes it even worse that they feel it ok to leave the work area untidy after they move on. While this is slowly being rectified by my persistent calls to them, we will always be left with the below par excavations in the pavements where they seem to have gone along in a zig zag route and in my opinion ruins the look of the area. Wondered if there is any way to address this before they infect the whole of Bradwell.</p>	<p>Clerk Response:</p> <p>Thank you for taking the time to report your concerns about an issue within Bradwell, and I thank you for being so diligent and persistent at asking the contractors to correct their messy work.</p> <p>It will be Great Yarmouth Borough Council that you need to speak to about rectifying this problem with the contractors. The three Borough Councillors for Bradwell North are:</p> <p><a href="mailto:CLlr.Daniel.Candon@great-yarmouth.gov.uk">CLlr.Daniel.Candon@great-yarmouth.gov.uk</a>  <a href="mailto:CLlr.Graham.Plant@great-yarmouth.gov.uk">CLlr.Graham.Plant@great-yarmouth.gov.uk</a>  <a href="mailto:CLlr.Carl.Smith@great-yarmouth.gov.uk">CLlr.Carl.Smith@great-yarmouth.gov.uk</a></p> <p>Please feel free to contact them directly.</p> <p>The Parish Council has no say on issues such as this, nor were we consulted about it, but I will bring your correspondence to the attention of the Parish Council so that they are fully aware.</p>

b) Borough Council planning decisions made since last PC meeting

No.	Reference	Proposal	Site	GYBC's Decision
1	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	Details not Required

- c) Resident's correspondence about litter-picking in Bradwell. Cllr Hamilton to respond.
- d) EV Charging Points update from Norfolk County Council.
- e) Correspondence about registering defibrillators on The Circuit: letter received from MP Will Quince and emails from Community Heartbeat.
- f) Resident correspondence regarding parking at school times on St Nicholas Gardens. Cllr Hamilton advised PC Vinny Gray has seen the photo and will write to the car owner.
- g) The owners of Hobland Plantation has advised the woodland extends to 9.75 acres and the additional land (Northern section between the footpath and the woodland) is 7.5 acres. See meeting notes from 21<sup>st</sup> June. Cllr Hamilton reported there are issues that need to be resolved, such as if we do buy the land, how do we access it for maintenance, given it's landlocked, and also insurance implications.
- h) The GYBC Supplementary Planning Document consultation runs until 15<sup>th</sup> September 2023.
- i) Parish Council 5-year action plan has been written. Cllr Hamilton advised the whole Council will get together for a brainstorming session in the next few weeks.
- j) A Lottery grant of £9,872 has been received for "The King's Garden". A further two grants have been applied for, one of which expects us to own the land, not lease it.
- k) Cllrs are reminded to complete the equality training by the end of July. Cllr Barron said it was not very good training and was surprised it was just text, no questions.
- l) The Bradwell Village Show is on Sunday 6<sup>th</sup> August. All Cllrs are urged to participate.

**13. DATE OF NEXT MEETING: Tuesday 29<sup>th</sup> August 2023**

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

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