



Bradwell Parish Council



Minutes from the Parish Council meeting on 25th September, 2023, 7.00pm held at Leo Coles Pavilion

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

IN ATTENDANCE: Parish Clerk, C Bacon and 50+ members of the public

Cllr Hamilton informed the meeting of the fire procedures. Cllrs introduced themselves and invited members of the public to stand to become Parish Councillors. The Chairman explained that all Parish Cllrs are volunteers.

1. APOLOGIES FOR ABSENCE: Apologies for absence had been received from Cllrs Barron, Hale & Wainwright.

2. DECLARATIONS OF INTEREST: None

3. PUBLIC PARTICIPATION:

One member of the public talked about the planning application 06/23/0414/F, Doles Lane Poultry Farm. He explained that the farm is a rare-breeds and butchery business and expanding this business requires live-in staff. The bungalow is tied to the business and will not be subsequently turned into a holiday let.

One member of the public spoke about planning application 06/23/0431/HH, retrospective planning application for trellis fence. She advised it was for privacy following a neighbour getting a high children's slide. She uploaded background information onto the planning portal, but it's not showing. She twice visited the neighbour prior to putting up the trellis, who verbally said they had no objections, but now they are objecting.

Many members of the public spoke about planning application 06/23/0056/F, 75 new dwellings off Meadowland Drive. Many objections were raised such as: bungalows were supposed to be there, but the application shows flats and houses; the flood line on Dale King's development has been moved so they have now put houses up against the fence; existing residents will be impacted for life; the value of their houses will decrease; one resident will have flats adjacent to her conservatory; existing residents were promised a no-through route; existing roads are too narrow; extra traffic will make it dangerous for children; GYBC has released residents door numbers on their comments and this is a breach of GDPR; why don't GYBC send planning notifications to residents anymore; traffic on Beccles Road is already strained and cannot cope with additional cars; how can we know the impact of all these new houses until the existing developments are built and occupied. Disappointment was expressed by a lot of residents that Cllr Annison did not attend this meeting.

Cllrs Sargeant explained the planning process to the residents and how the Parish Council has one collective vote at the Borough Council. All Cllrs urged all residents to voice their opinions on the GYBC planning portal and to lobby the Borough Cllrs, even to speak at the GYBC planning meeting – this has to be booked in advance. Residents were advised that Bradwell Parish Council will object on the grounds of lack of infrastructure. Highways and the fire brigade have already advised they have no objections, so our voice would not be listened to in these areas. GYBC do not take account of views such as property devaluing or loss of a view, (an objection has to be a material consideration as defined in law) but GYBC do listen to infrastructure problems. Residents have collective power: try to mobilise all residents, get a petition, contact people not on Social Media; contact your MP.

Cllr Hamilton advised residents that the Parish Council needs help and support. We currently have six vacancies and are struggling with workload. There are community organisations in the village that are also crying out for support.

County Cllr Annison sent the following written statement: "I can confirm the Flashing 20 MPH Flashing road safety signs are completed. There are two signs on Green Lane; two Signs on Church Lane; two Signs on Lords Lane; and two signs on Homefield Ave Bradwell. These were funded from the £1 million NCC Community Road Safety fund. This is fantastic news and part of my pledge to make are roads safer near our schools and highways in Lothingland. County Councillor Carl Smith and myself pooled a bid to make this happen as the schools cover all of Bradwell".

4. MINUTES OF LAST MEETING: The minutes of the Parish Council meeting of 29th August 2023 were approved and signed. Proposed and seconded by Cllrs Sargeant and Watson. Unanimous vote.

5. CLERK'S REPORT

a) Regarding the £1,500 grant to the Old School Village Centre for a Structural Survey, email received 30th August *"Fantastic news - much more than we hoped for but will make a real impact. Please pass on my thanks - on behalf of the Trustees and Management Team."*

b) This Council's external auditors, PKF Littlejohn, has completed their audit for year ending 31/3/23, with no concerns raised. The relevant auditor paperwork has been published on the Parish Council website.

c) Two electricians have been contacted to quote for the new heater to the Clerk's office: quotes awaited.

d) On 18th September the Clerk discovered that no footage was being recorded on the CCTV system. The CCTV maintenance company attended site the same day and advised the fault was due to a recent power-cut. CCTV is being recorded again from 18th September, but all previous footage has been lost.

e) On 18th September an insurance Officer requested the CCTV footage of the incident on the Green Lane play area from 7th June. Clerk replied stating that lawyers advised this Council that CCTV can only be supplied to the police due to GDPR issues with other people shown in the clip. The Clerk answered the Insurance Officer's other questions and advised the CCTV showing the incident has been safely stored, as requested by the child's family (see Residents Correspondence in June 23 minutes for more details).

6. FORWARD PLAN:

The forward plan was noted.

7. PLANNING

a) Planning applications received:

No	Reference	Proposal	Site	Recommendation
1	06/23/0431/HH	Retrospective application for retention of existing trellis erected on top of 2 m high fence (Total height 2.7 m) along southern boundary of rear garden	2 Mawkin Green	No objections
2	06/23/0414/F	Proposed erection of bungalow dwelling for use by worker associated with small holding, with the use	Doles Lane Poultry Farm	No Objection provided the property is only for the use of an agricultural worker and also the recommendation of Alick

		to be a tied agricultural occupancy restriction		Miles Senior Environmental Protection Officer are adhered to.
3	06/23/0056/F	Proposed erection of 75 dwellings, access, parking and associated external works	Land south of Meadowland Drive, Bradwell	Objection due to lack of facilities, infrastructure, dentists and medical centres that are stretched to the limits. No consideration of waste bins on site plan. .
4	06/23/0669/F	Proposed erection of 29 dwellings, access, parking and associated external works	Land off Kings Drive and Marjoram Road Bradwell	Objection due to lack of facilities, infrastructure, dentists and medical centres that are stretched to the limits. No consideration of waste bins on site plan. Narrowness of roads in connection with site to accommodate what could be 60 extra cars adding to traffic congestion plus problems with access for emergency vehicles. Lack of green space.
5	06/23/0622/TRE	Proposed works to tree G1 - Sycamore (TPO NO.1, 1994); Crown lift lower canopy to 5m, reduce and re-shape eastern lower lateral branches by 3m to lesson encroachment onto rear garden of No. 5 Gablehurst Court	5 Gablehurst Court	No objections.

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

8. FINANCE

a) Clerk's Delegated Spending for retrospective approval:

No.	Supplier	Description of Supply	Legal Power	Total
1	GY Services	Annual hedge cutting of Green Lane playing field and Gipsies Green (as budgeted and same price as last year)	Public Health Act 1975	£694.93 + VAT
2	GY Services	Annual Hazel coppicing at Gipsies Green copse area -1/3 of total Hazel's on a rotating basis. As budgeted.	Public Health Act 1975	£307.80 + VAT

b) Accounts for payment:

No.	Supplier	Description of Supply	Legal Power	Total
1	Clerk	Caretaker expenses: (5*Fuel for trimmer; diary); Event expense (thank you flowers for guest of honour)	LGA 1972 S111 / Public Health Act 1975 / LGA 1972 S145	56.10

2	BSA Security & Fire	CCTV annual maintenance contract	LG&R Act 1997 S31	144.00
3	HMRC	P32 payment (PAYE & NI Jul-Sept)	LGA 1972 S111	705.50
4	PKF Littlejohn LLP	External Audit fee for year ending 31/3/23	LGA 1972 S111	378.00
5	NP Law	Transfer of land known as 'The Kings Garden' to Bradwell Parish Council: legal time £463.55, searches, 297.00, VAT 152.11. [To 31 st August 2023 only]	LGA 1972 S139	912.66
6	Interviewee (DC)	Interview expenses	LGA 1972 S111	21.60
7	Bsa Security & Fire	Call out to the CCTV system as it was not recording	LG&R Act 1997 S31	74.40

The following direct debit payments were made between 1st September - 30th September 2023

No.	Supplier	Description of Supply	Legal Power	Date Paid	Total
1	Barclaycard	3*allotment padlocks, annual fee for remote access, event volunteer items (drinks/cups/ biscuits), event prized (3*£10 Amazon vchrs)	S. Holdings & A Act 1908 S23 / LGA 1972 S111/ LGA 1972 S145	22-Sep-23	169.43
2	Norse Waste Solutions	Rental of waste bin LCP - Aug23	Public Health Act 1975	30-Sep-23	65.88
3	Onecom	Broadband & telephone - Aug23	LGA 1972 S111	30-Sep-23	79.08
4	Total Gas & Power	Electricity to Leo Coles Pavilion - Aug23	Public Health Act 1975	25-Sep-23	189.55
5	LGPS	Pension Payment Clerk - Sept23	LGA 1972 S111	30-Sep-23	388.52
6	Salaries	Staff Salaries Sept 23	LGA 1972 S111	16 Sept 23	1,621.76

It was **resolved the above accounts 1-7 be paid, Clerk's delegated spending 1-2) and Direct Debits 1-6) be retrospectively approved.** Proposed and seconded by Cllrs Watson & Sargeant. Unanimous vote.

c) Monthly Income noted:

Receipts – August 2023:

No.	Debtor	Description of receipt	Total
1	Sidegate Motors	Donation for Youth Club	256.89
2	Village Centre	Donations for Youth Club	105.00
3	Resident	Donation for Youth Club	10.00
4	ASDA	Grant for "The Kings Garden" project	500.00
5	Raffle/tombola	Donations for Youth Club	198.21
6	Tenant	Allotment receipt	22.92
		TOTAL	1,093.02

9. ITEMS FOR CONSIDERATION AND RESOLUTION

a) The Bradwellian

This Council needs to decide the future of how to advise residents what their Parish Council is doing for them, either:

- i. Carry on with the Bradwellian, or
- ii. Place regular articles in new The Bradwell Observer.

In either case, a decision must be made who will write /edit the articles and, in the event of i) above, who will produce the magazine. The Clerk sent potential ideas for articles for edition 50 with this agenda. Prior to last version, Cllr Hamilton created the Bradwellian. He is willing to write four pages on new Bradwellian, but he can't do any more due to time constraints. The new Clerk will need a lot of time to understand the role before creating a Bradwellian. Are other Cllrs willing to take on this role? There are currently so few Parish Cllrs, it was proposed that we move to buying editorial space in the Bradwell Observer, however this would require a few Cllrs to be on their committee and for Cllrs to write articles. It will be a cheaper option for the rate payers and there will be a mixture of online and printed editions. It was **resolved to place regular articles with Bradwell Observer, incorporating articles from the Bradwellian**. Proposed and seconded by Cllrs Hamilton and Hughes. Unanimous vote.

b) Litterbins on Bluebell Meadows estate

Deferred from last meeting to ask Cllr Annison's advice - should this Council:

- i. Agree to Persimmon installing six litterbins on the Bluebell Meadows estate providing this Council pays for the emptying/ongoing maintenance of these six bins.
- ii. Take on responsibility for emptying/maintenance of five additional bins that Persimmon have already provided on the Bluebell Meadows estate.

A company called Remus manages the estate on Bluebell Meadows, who residents pay their management charge to. The Parish Council has no jurisdiction over Persimmon / Remus. Cllr Sargeant has written to Persimmon, but has not received a response. The Parish Council has received no update from GYBC / Cllr Annison. The Parish Council should not be paying for litter bins that are legally contracted to be paid for by Remus. **This item will be deferred until answers from GYBC and Persimmon are received.**

c) Hedgehog highways.

Should this Council pay for hedgehog surrounds (£150 per box of 50) to hand out to the residents of Bradwell. Over 140 Councils have already signed up to this project. This has not been budgeted for. Cllrs felt that this council has to do something for nature so it was **resolved to purchase one box of 50 hedgehog surrounds to hand out to residents. It could be through schools, community centres, or advertise for people to collect from the office**. Proposed and seconded by Cllrs Hamilton and Sargeant. Unanimous vote. Legal Power LGA 1972 S137.

10. PORTFOLIO REPORT:

Crime: Cllr Hughes explained the bench at the War Memorial site has had graffiti burnt into it. Cllr Hughes to report online. There was dog incident on Green Lane playing field, but the CCTV cameras did not pick it up due to the error reported at 5d) above.

Events: Cllr Hamilton reported that next year's Bradwell village show will be on 11th August 2024 at 1-5pm. It will be a bigger event with more acts and stalls. We hope the weather will be kind.

11. ITEMS FOR CORRESPONDENCE / INFORMATION ONLY.

a) Residents' correspondence

Resident	Response
Email received 25 th August 23: <i>"Just wondered if anything can be done about the parking on Morton Crescent. The are four particular vans and trailers that never move and it is a death trap trying to drive up and down the road.. The same owner has now also started to park another van further up the road."</i>	Clerk responded that the Parish Council has no authority over this sort of issue, it is a police matter. However, the Parish Council has raised this issue many times with the police. The police advise that if the vehicles are taxed and insured there is nothing that they can do.
Email received 25 th August 23: "Path along the school playing field Lynn Grove. Wednesday a team clearing the foot path. Thursday path cleared and looking a lot better. Friday school have cut their hedge the whole length of path and covered it with hedge cuttings it now look just as bad.... Who paid for the path clear? I think the school should pay for a hedge cutting mess, and clean up. What a waste of money and effort. Please look into it.	The Clerk asked the resident to contact the three Bradwell North Borough Cllrs as they are best placed to liaise with the school about this issue.
11/9 22:14 - At time of writing car in car park playing really loud music 11/9 22:26 - At time of writing another car playing loud bass music in car park.	(See Clerk's report at appendix 1 – no footage is available)
12/9 19:09 - I know it's earlier than normal but there is a car/cars playing ridiculously loud bass music in car park at time of writing. My house is actually slightly vibrating and can hear it clearly over my tv with all the windows closed.	(See Clerk's report at appendix 1 – no footage is available)
A resident reported that former Parish Councillor John Francis has sadly passed away. Mr Francis had been a Parish Councillor for 30 years and chairman of the planning committee.	The Parish Council flag was lowered to half-mast on the day of the funeral (18 th September).

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

No.	Reference	Proposal	Site	GYBC's Decision
1	06/23/0061/F	Proposed change of use of agricultural land to residential curtilage: Provision of new curtilage/ garden area; Demolition of existing outbuilding and replace with double garage; Single storey rear extension; Erection of flue for wood burning stove	Burttons Farm Beccles Road	Approved
2	06/23/0156/H H	Proposed erection of 2m fencing at rear and side of property	15 Lapwing Close	Approved
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	Approved
4	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	Approved

c) YMCA Youth Club report – Cllr Hamilton & Barron visited the youth club last Friday. YMCA will send a report & recommendations going forward, but the club probably won't continue as is. There is a lack of attendance

and we have to be careful with ratepayers' money. Schools will be targeted to raise the profile of the Youth Club; a possible rebranding; a monthly disco? Let's try to raise interest & make it viable.

d) Homefield School consultation document.

e) Chairman / Cllr Watson reported on progress on transfer of land to be known as 'The Kings Coronation Community Garden'. The site has been cleared. As suspected we need to increase the fencing on the allotment side and the fences on the pavement side need replacing. S106 monies can be applied for. Green Gym could be contacted to create/maintain the garden.

12. REPORTS FROM OUTSIDE REPRESENTATIVES

Mill Lane Community Centre – Cllr Hale

We continue to be faced with constant and rising maintenance costs as the building has been neglected for so many years prior to the new Committee taking over in April 2022. Very little maintenance work was undertaken by the previous Management and even the simplest of tasks such as painting was left unattended for years.

Having spent in the region of £19,000 last year we are now facing a similar maintenance cost. I have allocated £15,000 in the Budget but unless we increase our turnover considerably, we cannot afford to spend beyond this figure. This month we recently replaced two rotting windows with new for £1,200 but there remains another larger window almost ready to fall out and some doors which are all rotting. Had these windows and doors been cared for over the years they would not be in the position they are now. We have had the wooden fascia treated to help it last another Winter but this has just been a patch and cover over job as to have it sanded, primed and treated was in the region £1,500. With some cover until next year, we may then possibly be in a position financially to get new fascias.

I have had quotations in the region of:

- £35,000 to replace our out-dated heating and lighting (which is a high expense each month and has been as high as £600 when through necessity both are on for long periods),
- We have had two quotes in the region of £15,000 to clean, sand, lacquer and mark out our Sports Hallfloor,
- We desperately need to repair the roof and insulate the whole loft area, and
- New fire exit doors are soon to be added to the list.

These costs are all outside our Budget allocation for this year. I am therefore of the opinion we need to put together a bid for Big Lottery funding within the next few months.

Our Sports Hall is underused for the purposes for which it was built and only has Short Mat Bowls, Table Tennis and a couple of Keep Fit activities which relate to Sport taking place in the Hall. This means it is costing us to hold these activities as revenue is limited for the space on a weekly basis balanced against costs. The aim is to prepare the floor, change the heating and lighting to the modern environmentally friendly equivalent to encourage basketball, netball, soft ball tennis badminton for the residents of Bradwell.

We are now working on implementing a programme of events in the Sports Hall help compensate the costs of the Sports Hall. We have a Halloween Party, a Children's Event and a couple of activities planned for Christmas. I have also had meetings with Adult Education as I hope to see a few courses being delivered to residents. I have just this month sent them a vast number of risk assessments, policies and procedures and room layouts etc so they can distribute these around their course managers.

Additional income will continue to be invested in the building and our service provision however, we are down on our capacity figures from this time last year which was around 42.6% and now this year sits at the lower figure of 36.16%. This can be attributed to losing some of our groups through retirement, lack of numbers leading to cancellation of regular booking contracts, and in one instance, cancellation of the group due to nighttime anti-social behaviour. I also feel the building is viewed by many as old fashioned and unattractive.

swearing at our users as well as throwing glass bottles at the cars as vehicles come onto the car park, riding their e-scooters too fast around the centre which in poor light is frightening to residents who want to enjoy the playing fields and Centre, or at times riding quad bikes and mopeds across the fields. All this has a detrimental effect on the Centre. I would like to ask Great Yarmouth Borough Council if they could provide a CCTV camera further down the car park and onto the barrier which at least once a month is being targeted. They could link this camera to our system at little cost. John Sargent our centre Manager, or indeed anyone else who locks the barrier at night, CCTV in addition to the lighting would be a comfort.

The playing fields and the facilities on the fields will always be a target for vandalism or anti-social behaviour in general. We must continually look to ways to protect those who work at the centre and those that use its facilities or the playing fields. CCTV is a deterrent rather than a cure but today, it sadly is deemed to be a necessity.

The Centre continues to be demanding of time, energy and vision with many problems which need solving. We just need support from our committee members, the Council and maybe some volunteers to help solve them.

13. DATE OF NEXT MEETING: 13th November 2023, deferred slightly due to Clerk leaving.

There being no other business, the meeting closed at 8.25 pm

Signed: Date: