



Bradwell Parish Council



Minutes from the Parish Council meeting on 26th February 2024, 7.00pm held at Leo Coles Pavilion

PRESENT:

Cllr. Hamilton (Chairman), Cllr. Sergeant (Vice Chair), Cllrs. Barron, Huges, Wainwright, A. Vanderpal and S. Vanderpal, Watson, Gill Crossland Parish Clerk, Vicki Hemp Assistant Clerk.

The meeting commenced at 7.00pm

The Chairman opened the meeting and explained the fire evacuation procedure.

1. APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Cllrs. Hacon, Howes, Hales and County Cllr Annison. To accept the apologies proposed Cllr. Hamilton, seconded Cllr. Sergeant. All in Favour.

2. DECLARATIONS OF INTEREST:

Cllrs. S. Vanderpal and A. Vanderpal disclosed a Declaration of Interest on No. 7 Finance IT upgrade.

3. PUBLIC PARTICIPATION:

No public in attendance of meeting.

4. MINUTES OF LAST MEETING:

The Minutes of the Parish Council meeting 29th January 2024 pages up to and including page 56 had been circulated to all members prior to the meeting. It was unanimously agreed as a true and accurate record proposed Cllr. Watson, seconded Cllr. Sergeant. Minutes signed by Cllr. Hamilton. All in favour.

5. MATTERS ARISING:

Cllr. Hamilton wondered why the land behind the crematorium wasn't being considered for the extension. Cllr. Sergeant commented that these were pre-application discussions and Miranda Lee would be coming back to Parish Council with full details for comments.

Cllr. Hamilton commented on No. 9 Youth Provision. The budget for precept purposes was based on 6 months (26 weeks non-contiguous if it was successful). The budget used was for £4,160. A new spreadsheet was handed to councillors bearing in mind the Council has only given permission for a 13-week trial. A report will then be brought back to Council to re-visit if they consider the project is worthy. The 13-week trial cost would be approximately £2,000. The £10-12,000 quoted in the January minutes are over stated as there are only 36-37 school weeks in a school year and the cost, therefore, would be expected to be in the region of £7,000.

Cllr. Sergeant queried whether the donation to Centre81 has now been paid. Clerk explained that she was experiencing difficulties with contacting Centre81 to obtain a method of payment. Clerk will continue to pursue.

6. PLANNING:

No Objections

06/23/0399/F

Development: 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

Location: Unit 1 Marine Park Gapton Hall Road Bradwell Great Yarmouth NR31 0NB

No Objections

Application No: 06/23/0811/HH

Development: Re-submission of previously approved application 06/20/0052/F - Proposed erection of single storey front and side extensions and conversion of existing conservatory

Location: 38 Sun Lane Bradwell GREAT YARMOUTH Norfolk NR31 8PY

No Objections

06/24/0041/F

Development: Erection of a plant enclosure building to house bulk containers of material manufacturing of pharmaceutical products.

Location: Aeropak Chemical Products Ltd Viking Road Bradwell Great Yarmouth NR31 0NU

No Comments as out of Bradwell Parish Council Jurisdiction.

Re: Great Yarmouth Borough Council TPO No. 14 of 2023 – Trees on land at Swallow Park, Beccles Road, Belton, Great Yarmouth, NR31 9JQ

Cllr. Sergeant informed Councillors that information has been received from Badger Builders regarding pr-application on Emerald Park. Documents are available for Councillors to look at should they wish.

Councillors feedback on the Play area at Burnet Road

No Councillor raised any objection and considered that it is a worthwhile use of public money to provide play equipment for young children in the area of South Bradwell, where the money should be spent and the major part of building development is taking place.

Concerns

However, nearly all of the councillors that replied expressed concern about the seemly unchecked wanton and criminal vandalism that has taken place in the village over the last few years. This is limiting the use of this type of equipment and significantly decreasing its lifespan. This is particularly but not exclusively noticeable in the Mill Lane area. Some councillors felt that it was perhaps prudent to wait and see what happens post the refit of the equipment in this area in North Bradwell which was approved for circa £70K S106 spending earlier this year.

Councillors also enquired as to whether the play area at Burnet Road has or plans to be cited for any CCTV surveillance, while this will not stop vandalism, it might with sufficient signage prevent some of it. It was also suggested that additionally perhaps we could engage with PCSO's to patrol intermittently.

Cllr. **Wainwright** expressed concerns that to wait and see what happens in the area in North Bradwell regarding vandalism would unnecessarily delay progress. Vandalism will continue to be an ongoing problem. Chairman acknowledged the concern raised.

Above en bloc proposed Cllr. Sergeant, seconded Cllr. Huges. All in favour.

7. FINANCE:

To agree appointment of Dennis Cooper for internal audit for 2023-2024 prior to PKF.

Payments

No.	Payment Type	Date	Supplier	Description of Supply	Total
1	BACS	16.01.2024	Norse Waste Solutions	Rental 6 th – 27 th 2024	£9.60
2	BACS	16.01.2024	Gill Crossland	Stationery/toiletries	£22.63
3	SO	16.01.2024	K. Nursey	Salary	£436.80
4	BACS	16.01.2024	Norfolk County Council	Land Registry Fees	£45.00
5	BACS	16.01.2024	HMRC	Staff Tax & Nics Contributions	£437.71
6	BACS	16.01.2024	G. Crossland	Salary	£847.50
7	BACS	16.01.2024	V. Hemp	Salary	£908.05
8	BACS	16.01.2024	HMRC (Jan 2024)	Staff Tax & Nics Contributions	£680.72
9	BACS	16.01.2024	K. Ruddock	Salary	£383.38
10	DD	16.01.2024	Barclaycard	No purchases	£0.00
11	BACS	23.02.2024	S. Vanderpal	Youth Club purchase reimbursement	£224.64
12	DD	16.02.2024	OneCom	Broadband/telephone	£79.08

13	BACS	26.02.2024	WAVE	Water Leo Pavilion 08/23-02/24	£860.54
14	BACS	26.02.2024	WAVE	Beccles Rd Allotments 08/23-02/24	£227.57
				Total	££5,163.22

Receipts

No.	Debtor	Description of receipt	Total
1	Events	Dog Show	£20.00
		Banked	£0.00
		TOTAL	£20.00

Bank Bal B/F after Payments	
Community Account	£96,847.55
Premium Account	£42,699.77
Total	£139,547.32

To propose payment for the above en bloc. Proposed by Cllr. Hamilton, seconded Cllr. Watson. All in Favour.

To agree Risk Management Scheme – noted as an error on Agenda.

To agree purchase of office equipment. Purchase of two office chairs and tables and a lockable filing cabinet plus eight tables for the meeting room. Cllr. Wainwright commented that a full risk assessment should be carried out and as these are health and safety and GDPR issues purchase should go ahead immediately. This was unanimously agreed.

Agree IT work. It was unanimously agreed that Cllrs. S. Vanderpal and A. Vanderpal could remain in the room but would not be able to vote on this piece of finance.

Clerk had researched and brought to the table four quotes with regard to work needing to be carried out on the IT office system. Clerk highlighted certain concerns that were being experienced on the current IT system and, in particular, that the Clerk and Assistant Clerk were unable to use PC and laptops at the same time. Extreme limitations were preventing clerks performing daily duties. After a discussion it was agreed to accept the quote from Bright Development.

Proposed Cllr. Wainwright, seconded Cllr. Sergeant. All remaining voters in favour.

Agree to renew SLCC membership. Proposed Cllr. Wainwright, seconded Cllr. A. Vanderpal. All in favour.

Agree to renew NALC membership. Proposed Cllr. Wainwright, seconded Cllr. Watson.

To agree budget for Dog Show 2024. A budget of £250 was agreed. Charity for donations should be decided at a later date.

Proposed Cllr. Wainwright, seconded Cllr. Barron.

To agree purchase of laptop for the use of Bradwell Parish Council Chairman. Proposed Cllr. S. Vanderpal, seconded Cllr. Wainwright. All hands in favour.

8. Youth Provision:

Cllr. A. Vanderpal informed Council that equipment purchases had now been made and would enable the Youth Club to offer more activities than previously. Cllr. S. Vanderpal circulated a Costing Sheet which looked at staffing, room hire and initial outlay. A cost for Public Liability Insurance would be approximately £400.00. Safeguarding training would be required for staff.

Question session was opened for Councillors which clarified:

Risk/Fire Assessments would be undertaken independently by the Parish Council. The measurement of the success of the group going forward was set at – tuck shop financially paying for itself and an average of 15 children in attendance per week for the trial period. Emergency contacts and children’s details being kept under GDPR regulations. Premises are disability friendly and games/activities will be on offer to disabled children. Equipment needs to be PAT tested. It was agreed that the Parish Council would need to do their own DBS checks.

9. EVENTS WORKING GROUP:

Working Events minutes had been passed round to councillors prior to meeting.

Clarification on charges for stalls - £10 per stall money raised would be for local charities to be chosen at a later date but charity organisations would qualify for free entry.

10. OLD SCHOOL MEMORIAL BENCH:

GYBC had informed Clerk that they are unable to quote for fixing at this time due to lack of staff. Clerk to pursue a quote for next meeting.

11. ALLOTMENTS:

Councillors have visited allotments and a variety of issues have been brought to attention. Letters have been sent to plot holders where there are issues.

A new agreement is to be put forward to the advisory group on 5th March 2024 then onto full Council for approval.

12. PARISH COUNCIL DEFIBRILLATORS:

Clerk informed Council that both defibs owned by the Parish Council needed replacement equipment in the units. Also, these units are not currently registered with emergency services. Jayne Biggs have visited both sites and advised that new cabinets, bags and rescue kits were needed as a matter of urgency. They should also be registered with emergency services.

It was unanimously agreed to purchase the recommended equipment from Heart2Heart.

Proposed by Cllr. Wainwright, seconded Cllr. A. Vanderpal

13. BRADWELL READING ROOM:

Rev **Steve Deall** has informed Council that, due to increased work, he will be stepping down as Chairman of Bradwell Reading Room. Unless new volunteers are sought there is a possibility that this project will no longer be sustainable. It was agreed to advertise for new volunteers immediately.

14. CORRESPONDENCE:

Concern regarding Burtons Farm cottage were acknowledged.

Two complaints regarding new light bulbs on Kingfisher Close, Bradwell. Council acknowledged concerns and these have been reported to **Norfolk Street Lighting**.

15. DATE OF NEXT MEETING:

Agreed Monday 25th April with a new time of 6pm. Proposed Cllr. Wainwright, seconded Cllr. Vanderpal.

There being no other business, the meeting closed at 8.50pm

Signed Date

