



Bradwell Parish Council



**Minutes from the Parish Council meeting on
Monday 28th July 2025 held at Leo Coles Pavilion 6.00pm
Website: www.bradwellparishcouncil.co.uk**

Present:

To be received and recorded

Cllrs. Sargeant (Chairman), Hamilton, Wainwright, Barron, A. Vanderpal, S. Vanderpal, Watson, Hacon, Symonds and Smith. Borough Cllr. Candon. Gill Crossland Clerk and Assistant Clerk Vicki Hemp.

The meeting commenced at 6pm

The Chairman opened the meeting, explained the fire evacuation procedure and all Councillors introduced themselves.

1. To consider apologies for absence: ref (07/25/01)

To be received and recorded

No apologies received from County/Borough Cllrs. Smith, Stenhouse, Plant, Annison and Capewell.

2. Declarations of Interest for items on the agenda and applications for dispensation: (ref 07/25/02)

Members are to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Bradwell Parish Council's Code of Conduct

Cllrs. Hamilton, Sargeant, A. Vanderpal and Watson item No. 12 Mill Lane Centre

3. Public Participation session (15 minutes): (ref 07/25/03)

Members of the public will be invited to give their views/question on agenda items or raise issues for consideration. This item is limited to 15 minutes.

No members of public present

4. Minutes of last meeting: (ref 07/25/04)

The minutes of Parish Council meeting on 30th June 2025 had been circulated to all Councillors prior to meeting. With a typo correction on the date of next meeting which should read July 2025, it was unanimously agreed as a true and accurate record. Proposed by Cllr. Hamilton, seconded by Cllr. Watson. All hands in favour. Minutes signed by Chairman, Cllr. Sargeant.

5. Matters Arising from the minutes not elsewhere on the agenda: (ref 07/25/05)

The Clerk and members as appropriate to report any matters arising

ARAG Law Ltd regarding the claim against One Com is awaiting approval of an advice letter prior to this being sent out.

Cllr. Smith has been looking at quotes received for a new Website provider and is now ready to present his findings to the Website working group arranged for Monday 4th August 2025.

Cllr. Frew joined the meeting at 6.10pm

6. Joleen Azevedo Creative Education Trust: (ref 07/25/06)

To receive any reports i.e. Police and Borough Councillors reports from the last meeting

Joleen, who works for Creative Education Trust, explained that her role across the multi academy is Community Hub Leader for four Norfolk schools including Woodlands Primary, Woodlands Nursery and Lynn Grove in Bradwell. Not funded by Norfolk County Council Joleen works for a registered Charity that have taken on 58 schools in the Country for those in challenging circumstances. She relies on grants and donations to run her community projects and have successfully worked with students on Bradwell Community Garden. Joleen explained her request, which was included on our agenda for June 2025, exploring if this met criteria for funds allocated by Bradwell Parish Council in the Youth Initiative budget. Joleen presented her plans and Cllr. Sargeant thanked her for attending this meeting and confirmed that further consideration would be given to her request and outcome advised in due course.

7. Reports: (ref 07/25/07)

- a) Cllr. S. Vanderpal informed Council that he had met with Pc's Pike and Saggars and read through his report which was circulated to Councillor's prior to meeting.
- b) Cllr. Candon informed Council that the hedge along Cley Road allotments would be cut and financed from Cllr. Smith's Highways fund. Cllr. Smith also has some Community Funds which can be used for match funding available. Cllr. Candon informed Council that grants were available up to 80% towards bus shelters. It was agreed that this may help when a decision on our bus shelter opposite Sun Pub was discussed. Mill Lane CCTV was progressing and three new benches and bins along the Laburnham Close side of this site are being installed as requested by residents. A dental bus will be visiting the village mid-August based on Morrision's car park and will prioritise children. This will be highly advertised. Cllr. Candon has donated a sum of money to St. Nicholas Church and Bradwell Community Centre. Cllr. Candon requested that the Parish Council give full due consideration to Mill Lane Centre's request towards grant funding for maintenance requirements.
- c) Cllr. Wainwright proposed full annual concurrent fund of £1215 be paid to St. Nicholas Church, seconded by Cllr. Hamilton. All hands in favour.

8. Planning: (ref 07/25/08)

To consider recommendations from the Planning Working Group on any new applications and to report any Borough Council decisions made since the last meeting

- i. **06/25/0364/VCF – No objection**
Development: Variation of Condition 2 of pp 06/12/0126/F (New residential Hospice building with Day Care facilities and gardens, car parking and access from Sidegate Road) - Proposed changes to the approved site layout, building size and design, to provide: 450sqm additional floorspace, 6no. additional bedrooms, 97no additional parking spaces, and revised landscaping.
Location: Land north of Oaklands Farm Sidegate Road Hopton-on-Sea Norfolk NR31 9AP
- ii. **06/25/0248/HH - Objection - Fence too high at 5.10 (1.8 m) where 1.7 would be the norm. Possible viewing restriction to traffic turning at the junction with Mill Lane and Briar Ave. Also, there may be planning restriction with this development as the area was built as open plan. Check site Deed or land registry to confirm this.**
PROPOSAL: Partial Retrospective - Erection of 4.5 feet fence along Northern Boundary. Application to erect 5' 10" fence around perimeter of garden to North, West and partial Southern boundary. - Rear gate entrance on Western Boundary. - Fencing set back 1m from Boundary edge, keeping existing hedging.
LOCATION: 79 Mill Lane Bradwell, NR31 8HN
- iii. **06/24/0942/PAD (Appeal date 15th July)**
Dole Poultry Farm near Stanmaur Doles Lane Bradwell NR31 9DZ
Development: Application of Prior Approval: Proposed conversion of agricultural building to 3 single-storey dwellings (2no. 1-bedroom and 1no. 2-bedroom), including works of partial demolition of rear and front elevations and removal of part of the roof. Removal of wall panels and insertion of windows, doors and rooflights and infilling of an existing opening (re: Schedule 2 Part 3 Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015)
- iv. **06/25/0340/HH - No Objection**
Development: Removal of covered porch canopy; Erection of a replacement single-storey front extension including WC.
Location: 26 Bunnewell Avenue Bradwell NR31 8RQ

- v. **06/25/0345/TRE - No Objection provided the work is carried out according to the GYS Tree officer David Riddles**
Development: Works to trees protected by Tree Preservation Order (TPO No.1 1998) - T1 (Beech) - crown reduction by 3m from sides and tips, and crown lift of up to 4 meters from ground level.
Location: Beech Tree Lodge 39A Church Lane Bradwell NR31 8QW
- vi. **06/25/0500/HH - No Objections**
Development: Single storey rear extension; Alterations to convert garage into habitable room.
Location: 70 Bellamy Drive Bradwell NR31 9GL
- vii. **06/25/0496/TRE No Objection providing the guidelines set out by the GY Tree officer D Riddles are adhered too**
Development: Works to trees protected by Tree Preservation Order (TPO No.3 1994) - T5 (Oak) - 2.5m height reduction and a balancing spread reduction of 1.5-2m, including a 20% crown thin.
Location: 10 Roseview Close Bradwell NR31 8UP
Above proposed en bloc by Cllr. S. Vanderpal, seconded by Cllr. Hamilton. All hands in favour.

9. Finance: (ref 07/25/09)

To receive and approve accounts for payment, including any retrospective spending delegated to the Clerk and to note receipt of monthly income, to also include discussion on:

PAYMENTS July 2025

Num-ber	Invoice No	Minute Reference	Supplier	Service supplied	Total
1			Gill Crossland	Milage Social Media Course	£44.10
2	1100		GY Services	Browston Corner annual bin collection	£345.60
3			St Nicholas Church	Half year Burial Ground grant	£607.50
4			Runham Wildlife Rescue	Donation from Dog Show	£400.00
5			J. Sargeant	Milage to SLCC Conference	£27.00
6			J. Burns	Reimbursement allotment insurance	£3.50
7	SI-4723		Newton Newton Flags Ltd	Union Flag	£37.80
8	10100		Starboard Systems	Scribe End Year Check	£70.80
9			V. Hemp	Reimbursement allotment insurance	£3.50
10	IN-6626		PNG Electrical Ltd	Bowling Club faulty keypad alarm	£114.30
11			Norfolk & Suffolk Animal Trust	Donation from Dog Show	£400.00
12		05/25/08F	Age UK Norfolk	Donation	£500.00
13	NWS100262909		Norse Waste Solutions	Bin Rental	£39.36
14	17120		NetCentral	IT Support	£190.74
15	11273		Starboard Systems	Scribe Monthly payment	£117.60
16	509764		Anglia Technology	Telephone/Internet supply	£71.99
17			G. Crossland	Salary	£899.05
18			V. Hemp	Salary	£946.40
20	759559		OneCom	Telephone/Internet supply	£90.78
21	22440449		Rentokil	Pest Control Allotments	£1,363.20
22	17378		Netcentral	IT Support	£182.72
					£6,455.94

BANK ACCOUNTS

30.06.2025	Lloyds Business Account bal		£4,286.26
30.06.2025	Lloyds 32 day notice account		£65,342.48
30.06.2025	Lloyds Community Account		£20,154.79
30.06.2025	Barclays Community Account		£115.55
30.06.2025	Barclays Business Premium		£86,576.70
			£176,475.78

- a) Above payments proposed en bloc by Cllr. Frew, seconded by Cllr. Barron. All hands in favour. Payment sheet signed. Clerk informed that Cllr. A. Vanderpal had completed first quarterly finance check.
- b) Cllr. Sargeant proposed HP Ink contract @ £55.99 per month be accepted, seconded by Cllr. S. Vanderpal. All hands in favour. It was unanimously agreed that our Finance Regulations should be updated with a clause giving Clerk authority to spend operational costs without coming to full council.
- c) Cllr. Wainwright proposed the £500 donated last year to GYBC Community Capacity Manager be relocated to current project supporting cancer screening in Bradwell, seconded by Cllr. A. Vanderpal. All hands in favour.
- d) Cllr. S. Vanderpal proposed GY Services quote @ £521.25 be accepted to clear Laurel Drive/Cley Road overgrowth, seconded by Cllr. Hamilton. All hands in favour. Clerk to obtain a quote to maintain this area twice yearly.
- e) Clerk informed Council that a quote for bespoke grant training had been received from Local Council Consultancy. Clerk to circulate this quote to all Councillors prior to August meeting.
- f) Cllr. Hamilton proposed budget for Village Show 2025 of £2,000, A slight increase to allow for extra security with regards Martyn's Law seconded by Cllr. Hacon. All hands in favour.
- g) Cllr. A. Vanderpal proposed Cllrs. Barron, S. Vanderpal, Watson and Vicki Hemp attend Allotment Management training on 5th November 2025 @ £260, seconded by Cllr. Hamilton. All hands in favour.

10. Events Working Group (ref 07/25/10)

Members to report any updates from the recent working party meeting

Cllr. Watson informed Council that all was well with preparations for the Village Show on 10th August. Raffles prizes were requested, and volunteers would be required to help set up and take down equipment. Cllr. Candon offered to help on the day.

It was decided that Bradwell Parish Council would fly the flag for VJ Day.

11. Allotments: (ref 07/25/11)

Members to report any updates as appropriate and to include any issues raised during the recent Advisory Committee meeting

Cllr. Sargeant informed Council that Cllr. Hamilton had stepped down from Chairmanship and a new Chair would be elected at the next Allotment Advisory meeting. Cllr. Barron took Chair for one meeting and informed Council that a set of proposals were being worked on for full Council to carry in the August 2025 Parish Council Meeting. Council were updated with findings of the Appeal Committee, and the tenant had been informed of the final decision.

Rentokil has visited the allotment site and taken necessary measures. This has come at a cost of £1,363.20 which was agreed should be paid by the tenant responsible and not from precept funds. Clerk advised Council that as RFO she strongly recommend Council to seriously consider not to re-imburse any precept money to Bradwell tenants, and the new Tenancy Agreement should give notice to this effect at the earliest opportunity.

12. Mill Lane Centre: (ref 07/25/12)

Update on Mill Lane Centre meeting

Cllr. Sargeant informed Council that he and Cllrs. Hamilton, A. Vanderpal and Watson attended the Management Committee meeting for the Mill Lane Centre. As Landlords a request to support maintenance to the building was discussed. Cllr. Wainwright proposed a grant of £3,000 for imminent works and to commission a survey of the condition of the building for future budgeting, seconded by Cllr. Frew. Five hands in favour with four abstentions.

Councillors were invited to a presentation at Mill Centre on 19th August 2025 6pm and Cllr. Sargeant urged Councillors to attend where possible.

13. Properties & Assets: (ref 07/25/13)

Update on Properties & Assets meeting 2nd July 2025

Cllr. Sargeant informed Council that our Architect had now produced plans for renovation of Leo Coles Pavilion which includes an area to accommodate a football club. All Councillors were in favour of supporting football coming back to Green Lane and Leo Coles Pavilion accommodating football facilities to FA requirements. Cllr. Watson proposed Properties & Assets working group instruct the architect to continue with floor plans and planning permission up to a further £1,000 expenditure above costs to-date, seconded by Cllr. Barron. All hands in favour.

14. Correspondence: (ref 07/25/14)

To report any correspondence received

- a) Unfilled pothole on Fell Way reported to Highways ref: 5327-9076-5087-0608
- b) Request for pedestrian crossing on Church Walk has been dealt with by Cllr. Annison

15. Date of next meeting:

The next **Parish Council meeting** date was confirmed as **Monday 18th August 2025** at 6pm at Leo Coles Pavilion.

There being no other business, the meeting closed at 8.03pm

Signed..... **Date: 18th August 2025**