



Bradwell Parish Council



To: Members of Bradwell Parish Council

You are hereby summoned to attend a meeting of the **Parish Council** to be held at Leo Coles Pavilion on **Monday 23rd February 2026, at 6.00 p.m.**

AGENDA

- 1. Present:**
- 2. Apologies for absence:**
To be received and recorded
- 3. All Councillors to acknowledge receipt and understanding of Clerks email regarding Conduct of a Councillor and Disorderly Conduct at Meetings**
- 4. Co-option of Andrew Ellis**
- 5. Declarations of Interest and dispensations:**
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
- 6. Public Participation session (15 minutes)**
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. Please note you may be asked to leave the meeting should matters arise which exclude publication.
- 7. Minutes of last meeting:**
To approve and sign minutes of the Parish Council meeting held on 26th January 2026.
- 8. Matters Arising:**
The Clerk and members as appropriate to report any matters arising from the last meeting
- 9. Reports:**
To receive any reports i.e. Police and Borough Councillors reports
 - a) NCC Parish Report from County/Borough Councillors
 - b) Broads Authority Local Plan
- 10. Planning:**
To consider recommendations from the Planning Working Group on any new applications and to report any Borough Council decisions made since the last meeting
- 11. Finance:**
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:
 - a) To approve and sign payment sheet and bank balance report
 - b) Agree appointing Tina Newby as Internal Auditor for 2025/26 @ £210
 - c) GYBC Services quote for annual maintenance contract for Green Lane @ £4,249.36 exc VAT (£607.05 pm)
 - d) Consider Youth Initiative Grant request from Lynn Grove Academy
 - e) £100 to purchase material and fit Cley Road allotment site light fittings
 - f) £750.00 inc VAT to repair Cley Road allotment site fence
 - g) £4,320.00 inc VAT to re-surface Cley Road allotment site entrance
- 12. Policies & Procedures Working Group:**
To receive policies for adoption/re-adoption
 - i. Re-Adopt Internal Control Statement for 31st March 2027
 - ii. Adopt Discipline & Grievance Procedure Policy
 - iii. Adopt Safeguarding Policy
 - iv. Risk Management Scheme
- 13. Staff & Standards Working Group:**
To receive recommendations/proposals from working group
- 14. Properties & Assets:**
Members to report any updates and recommendations for ratification from the recent working party meeting
 - a) To overturn PC decision on memorial bench
 - b) Full Council decision to purchase/not purchase Insurance Backed Guarantee Insurance for Leo Coles Pavilion Phase 1 work



15. Events Working Group:

Members to report any updates from the recent working party meeting

16. Allotments:

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

- a) Quotes for Cley Road site entrance repair

17. Mill Lane Centre:

Update from Mill Lane Management Committee meeting

18. Correspondence:

To report any correspondence received

- i. Bus stop Church Lane, Bradwell.

19. Date of next meeting:

To confirm date, scheduled for **Monday 30th March 2026, 6.00pm venue to be confirmed.**

G. Crossland - Parish Clerk 01493 444478

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www.bradwellparishcouncil.gov.uk