



Bradwell Parish Council



**Minutes from the Parish Council meeting on
26th January 2026 held at Leo Coles Pavilion 6.00pm
Website: www.bradwellparishcouncil.co.uk**

Present:

To be received and recorded

Cllrs. Sargeant (Chairman), Hamilton (Vice Chairperson), A. Vanderpal, S. Vanderpal, Watson, Hacon, Symonds, Smith and Judd. 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 Cllrs introduced themselves.

1. To consider apologies for absence: ref (01/26/01)

To be received and recorded as accepted/declined

Apologies received and accepted from Cllr. Wainwright (1), Cllr. Barron (2) and Cllr. Frew (6).

No apologies received from all County and Borough Councillors.

2. Declarations of Interest for items on the agenda and applications for dispensation: (ref 01/26/02)

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

None declared.

3. Public Participation session (15 minutes): (ref 01/26/03)

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. Members of the public may be required to leave the meeting should matters arise which exclude publication.

One member of public present to observe meeting.

4. Minutes of last meeting: (ref 01/26/04)

The minutes of Parish Council meeting on 15th December 2025 had been circulated to all Councillors prior to meeting. It was unanimously agreed as a true and accurate record. Proposed by Cllr. Hamilton, seconded by Cllr. Watson. Eight hands in favour with one abstention as not present. Minutes signed by Chairman, Cllr. Sargeant.

5. Matters Arising from the minutes not elsewhere on the agenda: (ref 01/26/05)

The Clerk and members as appropriate to report any matters arising

No matters arising.

6. Reports: (ref 01/26/06)

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

- a) County Parish Report received from County and Borough Councillors was circulated to all Councillors prior to the meeting. see appendix 1
- b) Cllr. S. Vanderpal updated Councillors with a verbal report on the SNAP meeting 8th January 2026. Some speeding fines had been issued in Bradwell and shoplifting in Gorleston had increased. Next meeting is scheduled for 14th May 2026.

Clerk advised Council that PC Joe Pike been successful in obtaining a new role within Norfolk Constabulary and his last day as Bradwell Beat Manager will be 20th February 2026. Recruitment for his replacement is in motion and BPC will be advised of his successor when confirmed. BPC wish PC Pike success in his new position and thanked him for his support.

7. Planning: (ref 01/26/07)

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

January 2026 Planning

i. 06/25/0753/F - No objection - Provided issues with vehicle charging and parking issues can be resolved as Mr Stuart French Highways has advised the applicant has no specific right to the parking of a vehicle on the highway next to the proposed charging point.

Development: Erection of an attached, part two and single storey one-bedroom self-build dwelling

Location: 12A Jasmine Gardens Bradwell NR31 8HX

ii. 06/25/0966/HH - No Objection

Development: Infill single-storey extension between existing house and detached double garage; Conversion of part of garage to form a study; Demolition of existing conservatory and construction of single storey rear extension.

Location: 1 Blake Drive Bradwell NR31 9GW

iii. 06/25/0997/HH – No Objection

Development: Single storey front extension to replace existing porch.

Location: 57 Clover Way Bradwell NR31 8RH

iv. 06/25/1001/HH - No Objection

Development: Erection of a single storey front, side and rear extension; Conversion of existing rear flat roof to create a pitched roof; Creation of new rear dormer roof extension.

Location: 31 Mill Lane Bradwell NR31 8HH

v. 06/25/1018/PDE - No Objection providing there is adequate parking

Development: Application for Prior Approval for a larger home extension: To construct a single storey pitched roof rear extension measuring 8.0m long x 3.9m tall.

Location: Balvenie Market Road Bradwell NR31 9EB

vi. 06/25/1043/O - No Objection - This application is welcomed as a new build to Great Yarmouth generally. There is, however, concern that the building/construction of the new Hospital could have an adverse effect on traffic flow along Beaufort Way if the existing housing development and new school build is possibility happening at the same time.

Development: Hybrid planning application seeking:

(1) Full planning permission for construction of enabling works for the new James Paget University Hospital to include site clearance, multi-storey car park, surface level car park, three accesses to Woodfarm Lane, temporary pedestrian path to existing hospital, drainage works and associated infrastructure and landscaping.

(2) Outline planning permission for the demolition of existing hospital buildings and development of the proposed new James Paget University Hospital (Use Class C2) along with associated ancillary uses and buildings, hospital buildings, temporary construction compound, car parking, energy centre, electrical substation, replacement helipad, associated highway works, landscaping, utilities and infrastructure. All matters reserved for future determination except access points at site boundary

Location: James Paget University Hospital Lowestoft Road Gorleston NR31 6LA

vii. 06/25/1072/F- Manor Farm, Lowestoft Road (this application comes under Hopton and Not Bradwell) - No Objection - Provided that the recommendation of Harry Skinner, from the Environment Agency are fully adhered to, that is to ensure the foul drainage hierarchy is appropriately applied and followed, which was raised as a concern in his letter.

Development: Conversion of 2no. barns used for domestic storage, and associated alterations, to create 2no. residential dwellings (1no. 3-bedroom and 1no. 4-bedroom units). Hip-to-gable extension to roof of existing single storey barn, and enclosure of private garden areas and associated development.

Location: Valley Farm Lowestoft Road Hopton-on-sea NR31 9AW

viii. 06/25/1094/HH - No Objection

Development: First floor side extension over existing garage. External alterations and part conversion of garage, and removal of conservatory to the rear.

Location: 62 Primrose Way Bradwell NR31 8RN

ix. 06/25/1096/PAD - No Objection

Development: Application for Prior Approval for an upward extension to existing detached dwelling, to provide an new first floor storey to the bungalow to provide 3 no. additional bedrooms and bathroom and a new overall height of 7.67m.

Location: 5 Clydesdale Rise Bradwell NR31 9UG

x. 06/25/1099/PU - No Objection

Development: Application for a Certificate of Lawful Proposed Use or Development: Proposed erection of a single storey flat roof side extension.

Location: 20 Adams Drive Bradwell NR31 9XY

Above proposed en bloc by Cllr. S, Vanderpal, seconded by Cllr. S. Watson. Eight hands in favour with one abstention.

8. Finance: (ref 01/26/08)

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 January 2026

Number	Invoice No	Minute Reference	Supplier	Service supplied	Total
1	LCO02117	12/25/12b	Clear Insurance Management	Increase in premium	£200.90
2	511354		Anglia Technology	Telephone charges	£71.99
3	18625		Net Central	Subscription + Microsoft	£199.13
4	18739		Net Central	Subscription	£12.00
5	14611		Starboard Systems	Scribe Subscription	£117.60
6	14779		Starboard Systems	Civic.ly	£26.40
7	NWS100270291		Norse Eastern Ltd	Bin rental	£9.60
8			Jim Burns	Beccles Road Allotment Ins	£164.50
9			Kevin Nursey	Salary	£464.67
10			Vicki Hemp	Salary	£984.75
11			Gill Crossland	Salary	£1,277.05
12			Gov.UK	PAYE	£1,733.99
13	731		Woodmen Tree Services	Hedge Cutting Car park	£450.00
14			Cllr. S Watson	Bulbs Community Garden	£3.00
15	28066		Cllr.S Vanderpal	Lights Cley Road Allots	£100.00
16	1261		Go Architecture	LCP Stage 1	£280.00
17			Garden Glow	Clearance of BR Allot plots	£700.00
18			Barclaycard	Purchases as per sheet	£205.52
					£7,001.10

BANK ACCOUNTS

Date	Bank		Balance
31.12.2025	Lloyds Business		£2,752.01
9.12.2025	Lloyds Community Instant		£30,247.90
31.12.25	Lloyds Deposit Account		£66,022.99
31.12.2025	Barclays Community Account		£2,517.04
31.12.2025	Barclays Business Premium		£86,112.58
			£187,652.52

- a) Above payments proposed en bloc by Cllr. A. Vanderpal, seconded by Cllr. S. Watson. All hands in favour. Payment sheet signed. Clerk informed Council that Cllr. A. Vanderpal had completed an audit up to 31st December 2025. Eight hands in favour with one abstention.
- b) Cllr. A. Vanderpal proposed instructing Scribe to carry out an annual health check on Scribe Accounts @ £79.00 ex VAT, seconded by Cllr. Hacon. Eight hands in favour with one abstention.
- c) Minutes of the Finance Working Group meeting 18th December 2025 (appendix 2) and 15th January 2026 (appendix 3) were circulated to Councillors prior to the meeting. These were discussed in detail and Cllr. Hamilton proposed Council accept the proposed budget for 2026/27, seconded by Cllr. S. Vanderpal. Eight hands in favour with one abstention.
- d) Precept was discussed in detail and Cllr. S. Vanderpal proposed an increase in precept of 8% being applied for. Working on GYBC draft band D nos. of 4198 this would equate to an average household increase of £2.20 per month (£26.45 pa), seconded by Cllr. Watson. Eight hands in favour with one abstention.
- e) (Appendix 3) additional proposals were discussed and Cllr. Hamilton proposed the following
 - iii. No movement of funds is required at this time
 - iv. Clerk to obtain further clarification on cover with the Insurance Backed Guarantee for 23rd February 2026 Parish Council meeting for further discussion and decision
 - v. Earmark £75,000 for LCP phase 2
 - vi. Earmark £800 for CCTV on Mill Lane Centre
 - vii. Advertise for an additional part time Assistant Clerk for 15 hours per week seconded by Cllr. Watson. Eight hands in favour with one abstention.

9. Policies & Procedures: (ref 01/26/09)

To receive policies for adoption/re-adoption

- i. Co-Option Policy
- ii. IT & Email Policy
- iii. Lone Worker Policy
- iv. Freedom of Information Policy
- v. Equality & Diversity Policy
- vi. Data Protection Policy

Cllr. Hamilton proposed that Council adopt the above policies, seconded by Cllr. S. Vanderpal. All hands in favour.

10. Properties & Assets: (ref 01/26/10)

Members to report any updates and recommendations for ratification from the recent working group meeting

(See appendix 4) Clerk informed Council that the Office had been successful in securing an 80% grant for the purchase and fitting of replacement bus shelter opposite Sun Pub on Beccles Road. Cllr. S. Vanderpal proposed BPC purchase replacement bus shelter, seconded by Cllr. A. Vanderpal. All hands in favour.

11. Events Working Group (ref 01/26/11)

Members to report any updates from the recent working party meeting

Cllr. Watson raised concerns that Leo Coles Pavilion works would impact on the Dog Show in April. Cllr. Watson and Vicki would look at alternative arrangements should they be required prior to the show date.

12. Allotments: (ref 0/26/12)

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

- a) Cllr. S. Vanderpal updated Council regarding the recent Allotment meeting. Clearance of plots on Beccles Road site had been completed and were now ready to go out to new tenants.
- b) Council were informed that an insurance claim had been received from a Tenant on Cley Road site following the recent fire. This will be put in the hands of our insurer`s.
- c) Hard core base type 2 quotes are being obtained for the repair of Cley Road allotment site entrance. Carried forward to February 2026 meeting.

13. Correspondence: (ref 01/26/13)

To report any correspondence received

- a) Gritting of Curlew Way, Bradwell has been added to NCC gritting routes.

14. Date of next meeting:

The next **Parish Council meeting** date was confirmed as **Monday 23rd February 2026** at 6pm at Leo Coles Pavilion.

There being no other business, the meeting closed at 7.35pm

Signed..... Date