



Bradwell Parish Council



Minutes from the Parish Council meeting on Monday 24th June 2024 held at Leo Coles Pavilion 6.00pm

PRESENT:

Cllrs. Sargeant (Chairman), Hamilton (Vice Chair), Barron, Patterson, Watson, A. Vanderpal, Frew and Hacon. Gill Crossland Clerk.

The meeting commenced at 6.00pm

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

1. APOLOGIES FOR ABSENCE: (ref 06/24/01)

Cllrs. Wainwright, S. Vanderpal and Borough Cllrs. Annison and Stenhouse. No apologies received from Borough Councillors, Candon, Smith, Plant and Capewell.

2. DECLARATIONS OF INTEREST: (ref 06/24/02)

Cllr. Hamilton Reading Room Trust.

3. PUBLIC PARTICIPATION: (ref 06/24/03)

No public present. As the Agenda incorrectly stated meeting to commence at 7pm, should public arrive, item 4 will be revisited. All hands in agreement.

4. MINUTES OF LAST MEETING: (ref 06/24/04)

Cllr. Sargeant confirmed that we had put in a further comment to GYBC planning regarding application 06/24/0188/PAD as agreed in the May meeting.

The minutes of Parish Council meeting 28th May 2024 were approved by all Councillors present and signed by Chairman, Cllr. Sargeant.

5. MATTERS ARISING: (ref 06/24/05)

Clerk had emailed all councillors new Financial Regulations which had been proofread by Cllr. Wainwright from Finance Committee and Cllr. Barron from Policies Committee.

Clerk had emailed all councillors Standing Orders to be re-adopted by the Council which have been proofread by Cllr. Barron from Policies Committee.

Cllr. Sargeant proposed both above Policies en-bloc be adopted by Council, seconded by Cllr. A. Vanderpal. All hands in favour. Chairman signed both policies to adopt.

6. PLANNING: (ref 06/24/06)

06/23/0930/F – No Objection

Development: Construction of detached storage building for the storage of miscellaneous farm equipment and animal feed; Installation of new hard surfacing.

Location: Hall Farm Lords Lane Burgh Castle NR31 9EP

06/24/0208/HH - No objection

Development: Proposed porch roof extension.

Location: 32 Blake Drive Bradwell NR31 9GW

06/24/0371/HH - No objection

Development: Proposed single storey side extension

Location: 58 Howards Way Bradwell NR31 9FU

06/24/0410/HH -No objection

Development: Single storey rear extension

Location: 44 Hogarth Close Bradwell NR31 9QZ

06/24/0365/A – No objection

Development: Installation of signage: 3no. illuminated shop fascia signs; 1no. internally-illuminated aluminium projecting sign; 1no. non-illuminated ATM surround vinyl panel; 1no. internally-illuminated double sided retail store totem sign. (change in address)

Location: Sainsbury's Wheatcroft Farm GREAT YARMOUTH NR31 9YN

BA/2024/0215/HOUSEH – No objection

Proposal: Proposed single storey extension and alterations; replace existing pvc-u windows with treated softwood sash type window, remove existing garage

and construct a new double garage.

Applicant: Mr J Laurie - Address: Marsh Farm Cottage, Sandy Lane, Bradwell, Norfolk

Above Planning en-bloc proposed Cllr. Watson, seconded Cllr. A. Vanderpal. All hands in favour.

7. FINANCE: (ref 06/24/07)

PAYMENTS JUNE 2024

No.	Payment Type	Date	Supplier	Description of Supply	Total
1	DD	6/11/2024	Total Energies	Electricity supply	£265.31
2	BACS		Mr. Plummer	Cley Road cold tap	£168.00
3	BACS		Mr. Plummer	Cley Road tap parts	£180.00
4	BACS		SLCC	Employment Law Hand-book	£69.40
5	BACS		Clear Insurance	3 yr. renewal of policy	£3,682.70
6	BACS		Bright Development	IT Support 07/08/09/	£270.00
7			Cat Protection	Dog show donations	£300.00
8	BACS		G. Crossland	D-day Gas Bottles/recorded delivery	£89.70
9	BACS		OPPC Norfolk	Keyholder scheme	£25.00
10	BACS		V. Hemp	Office Key cutting	£6.00
11	DD	6/22/2024	Norse Waste Solution	Bin Collections	£67.08
12	BACS		Heart2Heart	Spare pads for Defibs	£114.66
13	BACS		S. Hacon	D-day expenditure	£69.63
14	BACS		V. Hemp	Allotments recorded del	£3.05
15	BACS		G. Crossland	Black Sacks	£3.98
16	BACS		L. Boyne	D. Day reimbursement	£97.64
17	BACS		HMRC	Income tax/Ni	£0.00
18	BACS		G. Crossland	Salary	£1,004.10
19	BACS		V. Hemp	Salary	£969.50
20	SO		K. Nursey	Salary	£454.07
	TOTAL				£7,839.82

BANK ACCOUNTS 17/06/2024

			Total
Receipt Community Account	Stall Holders	Village Show	£40.00
Payments Community Account	Various	Various	£2,287.96
Receipt Premium Account	Interest	March-June	£420.01
17.6.2024	Community Account	Balance	£11,997.71
17.6.2024	Business Premium Account	Balance	£153,279.47
		TOTAL	£165,277.18

- i. Above payments proposed en-bloc proposed by Cllr. Sargeant, seconded Cllr. Hamilton. All hands in favour. Cllrs. Sargeant and Hamilton sign Payment Authorisation.

Clerk confirmed that the internal audit has been completed and signed off by Dennis Cooper. Clerk read the Annual Governance Statement to Council and presented all AGAR forms below for approval of Council.

- ii. a) Agree Annual Governance Statement 2023/24
- b) Agree Accounting Statement 2023/24
- c) To agree bank reconciliation and variances
- d) To agree confirmation dates to Exercise Public Rights

All above proposed Cllr. Hamilton, seconded Cllr. Hacon. All hands in favour. Chairman and Clerk/RFO signed all necessary paperwork which will be sent to PKF and displayed as required on notice boards and website.

- iii. A grant request was received from the Reading Room Trust. Cllr. Hamilton explained that the Trust runs on minimal income and the request would help them with necessary running costs. This was agreed in the Parish Council budget of 2023/24. Cllr. Barron proposed a grant of £2,000, seconded by Cllr. Frew. All hands in favour.

At this point Cllr. Hughes joined the meeting.

- iv. Clerk updated Council with movements on the IT equipment. This is due to be installed early July with equipment sitting within Clerks spending remit.

8. EVENTS WORKING GROUP: (06/24/08)

Cllr. Hamilton informed Council that the D-Day celebrations went very well. Starting off with Kevin raising the flag followed by afternoon tea at the Old School Village Centre. This was very well attended, and Council thanked all who helped to make this event a success. The day finally finished with the lighting of the Beacon on the Green Lane Park at 9.15pm. The Village Show plans are coming along nicely with stalls and attractions being booked.

9. ALLOTMENTS:

A complaint letter had been emailed to all Councillors prior to the meeting. It was agreed to reply to the complainant. Proposed Cllr. Barron, seconded Cllr. Hughes. All hands in favour.

Cllr. Hamilton re-iterated plots were being abandoned and left for the Parish Council to clear before being able to put in a new tenant.

Cllr. Hamilton proposed that a resolution for the council to resolve to bill the previous tenant of plot 49 Cley Road for the cost of clearing their allotment so it is in a clean and tidy state if they fail to clear it themselves within 28 days, proposed by Cllr. Hamilton, seconded Cllr. Watson. All hands in favour.

10. MILL LANE PARK:

A letter of complaint had been circulated prior to the meeting to all Councillors regarding Mill Lane Park. This had also been sent to Borough Councillors as this area comes under their derestriction. Clerk had acknowledged receipt and Council have addressed his concerns. Cllr. Sargeant advised Council that GYBC had started work to clear this area.

11. CORRESPONDENCE:

A complaint has been received regarding Burtons Farm Cottage, Beccles, Road Bradwell, NR31 9DT. A complaint has been received and reported to GYBC regarding overflowing bins on Brier Avenue.

A complaint has been received and dealt with regarding Passage between Laurel Drive and the allotments.

All above have been reported as necessary.

12. DATE OF NEXT MEETING:

The next Parish Council meeting date was confirmed as Monday 29th July 2024 at 6pm at Leo Coles Pavilion.

There being no other business, the meeting closed at 7.50pm

Signed..... Date