



# **Bradwell Parish Council**



**Minutes from the Parish Council meeting on  
Tuesday 27<sup>th</sup> August 2024 held at Leo Coles Pavilion 6.00pm  
Website: [www.bradwellparishcouncil.co.uk](http://www.bradwellparishcouncil.co.uk)**

## **PRESENT:**

Cllrs. Sargeant (Chairman), Hamilton (Vice Chair), Wainwright, Barron, Patterson and Frew. Gill Crossland Clerk and Assistant Clerk Vicki Hemp.

### ***The meeting commenced at 6.00pm***

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

#### **1. Apologies for Absence: (ref 08/24/01)**

**Cllrs. Watson, A. Vanderpal and Borough Cllr. Annison. No apologies received from Borough Councillors, Smith, Plant, Capewell, Candon and Stenhouse. No apologies Cllrs. Hacon and S. Vanderpal.**

#### **2. Declaration of Interest: (ref 08/24/02)**

No Declaration of Interest to report.

#### **3. Public Participation: (ref 08/24/03)**

No members of the public present.

#### **4. Minutes of Last Meeting: (ref 08/24/04)**

The minutes of Parish Council meeting 29<sup>th</sup> July 2024 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. Barron. All hands in favour. Minutes signed by Chairman, Cllr. Sargeant.

#### **5. Matters Arising: (ref 08/24/05)**

Cllr. Sargeant confirmed that he had emailed PC Grey, but to-date had not received a reply. It was noted that not all advertised police surgeries had been attended. Concerns were raised again regarding police presence being overstretched and cover being taken from some areas and placed elsewhere. Our level of policing is being undermined and is unacceptable. Clerk informed Council of statistics which show higher for Bradwell South than North. All agreed PC Grey is an excellent servant to the community and the Parish Council, and this was in no way a reflection on him personally but on the service overall in all communities.

Cllr. Barron proposed, Clerk write to Police Commissioner expressing our concerns and that we support a re-introduction to PCSO's in Bradwell. Also, extend invitation to attend one of our meetings, seconded by Cllr. Frew. Three hands in favour and one abstention.

Clerk informed Council that correspondence with One-Com, our current telephone/internet provider, had been sent over to NP Law. When information and a costing for their services are received this will be brought back to Council to decide next steps to take. Unfortunately, NP Law no longer offer an initial free service.

#### **6. Planning: (ref 08/24/06)**

##### **06/24/0441/F – No objection.**

Development: Change of use and conversion of first floor mezzanine floor from general industrial use (B2 use class) to offices for medical or health services (E(e) use class), Erection of new external staircase access. Location: 211 Gapton Hall Road Bradwell Great Yarmouth NR31 0NL

**06/24/0456/HH - No objection** - providing consideration of the resident's concern at 25 Whimbrel about parking of work vehicles is adhered to regards parking of work vehicles.

Development: Single storey side extension. Location: 1 Whimbrel Drive Bradwell NR31 9UN

**06/24/0479/HH - No objection** - While this is a sizeable extension converting what is a 4 bedroom property into a 5-6 bedroom, the plot that the house sits on is quite large and as such we do not feel it is overdevelopment at this present time.

Development: Demolition of existing rear conservatory and erection of single- and two-storey rear extension; Removal of garage roof and construction of additional first floor extension above  
Location: 359 El Alamein Way Bradwell NR31 8TX

**06/23/0669/F – Objection** While there are some changes to the plan the overall concerns relating to poor road infrastructure (Kings Drive being narrow), the lack of amenities i.e. Doctors, Dentists and schools remain a major issue with a negative impact on Bradwell as a whole. The village has had significant development over the last few years, and, with this further development will only make overall congestion worse.

Development: Proposed erection of 29 dwellings, access, parking and associated external works (**Further revised and amended plans and additional information received**) Location: Land off Kings Drive and Marjoram Road Bradwell Great Yarmouth NR31 8T

All above en-bloc proposed by Cllr.

**7. Finance: (ref 08/24/07)**

**PAYMENTS AUGUST 2024**

No	Invoice No	Minute Reference	Supplier	Service supplied	Total
1	16/17/18		Bright Development	IT Support	£360.00
2	108431		Willert Electrical Ltd	CCTV camera damage	£124.80
3	SI-3875		Newton Flag Banners	D-Day Flag	£34.80
4	6657		Scribe	Monthly Subscription	£117.60
5	BD-BPC-20		Bright Development	IT office set up	£360.00
6	NWS100246920		Norse Waste Solution	Bin rental	£67.08
7			Norwich Starwars Club UK	Village Show	£200.00
8	BVS20240811		Eastern Folkloric	Village Show	£110.00
9			Discreet Security	Village Show	£88.80
10			Harbour Radio	Village Show	£200.00
11	101		Isys Mascots	Village Show	£150.00
12			Bread Kitchen	Village Show	£100.00
13			Dumisani Drumming	Village Show	£40.00
14			Seaside Ukylele Band	Village Show	£50.00
15			Jormungandr Austr	Village Show	£130.00
16			Sue Hacon	Village Show refreshments	£12.00
17			HMRC	Emp tax/Nic	£397.54
18			G. Crossland	Salary	£847.50
19			V. Hemp	Salary	£1,107.52
20			K. Nursey	Salary	£454.27
21			V. Hemp	Re-imbusement	£12.00
					<b>£4,963.91</b>

**BANK ACCOUNTS**

		Total
Receipt Community Account	Stall Holders	£150.00
Payments Community Account	Various	£8,907.46
Receipt Premium Account	Interest	£0.00
31.07.2024	Lloyds Business Account	£55,048.66
31.07.2024	Community Account	£9,862.42
31.07.2024	Business Premium Account	£88,279.47
		<b>£153,190.55</b>

- a) Above payments proposed en-bloc proposed by Cllr. Wainwright, seconded Cllr. Hamilton. All hands in favour. Cllrs. Sargeant and Hamilton signed Payment Authorisation.
- b) Cllr. Wainwright proposed that as per BPC`s contract with the Bowls Club a payment to Willmotts Garden & Sportsground Services Ltd for 40% of the total cost of £1,750.00 (ex VAT) be paid, seconded by Cllr. Hamilton. All hands in favour. As in previous years Clerk will pay the full amount and invoice the Bowls Club for 60%.
- c) Gorleston & Southern Parishes Community Partnership are looking for donations to continue their work with young people in the area focusing their energy into something positive and move away from the pressure to become involved in ASB. They also work in partnership with services including health prevention e.g. smoking, drug and alcohol. Councillors agreed that this was a deserving cause and would benefit young people of Bradwell. Cllr. Hamilton proposed that £500 be given from funds ring-fenced in reserves for the Youth Club as this donation is to support young people. Seconded by Cllr. Frew. All hands in favour with a request that Clerk ask for regular updates.
- d) Internal Control Statement for year ending 31<sup>st</sup> March 2025 had been passed to Policies and Procedures working group prior to the meeting. Cllr. Barron proposed this policy be adopted by BPC, seconded by Cllr. Hamilton. All hands in favour. Chairman and RFO signed policy document.
- e) With six councillor vacancies to fill, the need to encourage interest from new local people is badly needed. Cllr. Frew proposed Clerk attend NALC training course on Wednesday 11<sup>th</sup> September 2024 at a cost of £35.00, seconded by Cllr. Patterson. All hands in favour.
- f) A donation request has been received from the fundraising team serving East Norfolk of the Marie Curie group. Councillors agreed that this was another good cause to support for all the dedicated work done in our community. Cllr. Hamilton proposed £250.00 be donated from the Charities budget, seconded by Cllr. Wainwright. All hands in favour.
- g) Three quotations to continue our work on King`s Garden in Bradwell had been circulated to all Councillors prior to the meeting. These were discussed in detail and a decision for assistant clerk to obtain a few further details was agreed. However, Council agreed that work needed to commence as soon as possible, therefore, Cllr. Hamilton proposed funds be used from reserves for expenditure up to the funds raised for this purpose plus 10% be agreed so work can commence imminently, seconded by Cllr. Sargeant. All hands in favour.
- h) An annual inspection of our alarm and fire extinguishers has been carried out on Leo Coles Pavilion. It has been recommended that three further fire extinguishers are required for the building and the existing one extinguisher needs to be serviced. It was unanimously agreed that this was necessary work, and clerk should carry out recommendations without delay. It has come to our attention that the alarm system and fire alarm needs updating to comply with regulations. Cllr. Barron proposed necessary work to the alarm, fire alarm and building be carried out as soon as possible up to an initial expenditure of £2,000, seconded by Cllr. Frew. All hands in favour.

Clerk informed that accounts for the first quarter have now been balanced on the new Scribe Accounts system. Cllr. Sargeant and RFO signed the bank reconciliation up to 30/06/2024.

## **8. Events Working Group: (08/24/08)**

Cllr. Hamilton announced that following a meeting that took place between the Chairman and Cllr Watson that it was agreed that he will be standing down from the Events Committee with immediate effect. This would allow him to join the Properties & Assets Committee with a chance to focus more on a number of projects in particular the much-needed work on the Leo Coles Pavilion. Going forward Cllr. Watson, who has worked tirelessly for Events, will take the lead at future meetings. Cllr. Hamilton expressed his thanks to all the volunteers at the Village Show, particularly Keith Nichols (ex-chairman of Bradwell Reading Rooms) who has been supporting events for the last four years, all members of the Council and their partners and families and Pat Scholes from the allotments, who came along to help with the children. Joy who helped with the Tombola to name only a few. Our sincere thanks also go out to everyone from the community that gave their time and helped to make the event such a success and our assistant clerk, Vicki.

**9. Allotments: (ref 08/24/09)**

Under the new agreement Contracts will not automatically be renewed. Cllr. Hamilton and Vicki are working on getting new contracts/notifications out to plot holders on both sites. Cllr. Hamilton sought Council permission to amend the Allotment Agreement agreed at the Parish Council Meeting in April.

Under clause seven of our Standing Orders a motion cannot be changed within six months without the permission of the Proper Officer and consent of Council. Cllr. Hamilton proposed removal of the £50 deposit and add the introduction of an administration charge of £25.00 for new allotment holders. The new agreement will need to be signed and returned by the plot holder within 21 days of receipt and permission to share plot holders` details with the Allotment Advisory Committee members will also be obtained.

Cllr. Hamilton proposed all necessary changes be made to the Allotment Agreement, seconded by Cllr. Sargeant. All hands in favour.

**10. Reports: (ref 08/24/10)**

Cllr. Sargeant had emailed PC Grey as discussed in our July meeting. No reply has been received to-date. Clerk had circulated correspondence received from the Monitoring Officer and updates from Cllrs. Candon and Smith. Although there is no statutory obligation for Borough or County Councillors to attend Parish Council meetings, it was strongly felt that there was a moral obligation to support our meetings and the people of Bradwell. It was unanimously agreed that the Clerk should continue to invite and send out an agenda to all six County and Borough Councillors of Bradwell to all future meetings. Apologies and no apologies will be noted in our Minutes and, if received, reports will be circulated and made available to the public. It was agreed that it is unacceptable to expect the Clerk to obtain information from social media sites and not provided by councillors representing Bradwell.

**11. Correspondence: (ref 08/24/11)**

Overgrown footpath Churchyard to Lords Lane had been reported and is now cleared. Late arrival accepted by Chairman – Clerk had received correspondence from Lloyds Bank regarding charges of £2.85. A complaint has been raised ref BC11658804 and upheld. Compensation of £45.85 had been accepted which will cover possible small charges for credits banked this year.

**12. Date of next meeting: (ref 08/24/12)**

The next Parish Council meeting date was confirmed as **Monday 30th September 2024** at 6pm at Leo Coles Pavilion.

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

*Signed..... Date .....*