



Bradwell Parish Council



**Minutes from the Parish Council meeting on
27th January 2025 held at Leo Coles Pavilion 6.00pm
Website: www.bradwellparishcouncil.co.uk**

Present:

To be received and recorded

Cllrs. Sargeant (Chairman), Hamilton (Vice Chair), Wainwright, Barron, Watson, Hacon, A. Vanderpal, Spencer Vanderpal and Frew. 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 Apologies for Absence: (ref 01/25/01)

To be received and recorded

All Parish Councillors present with no apologies received from County and Borough Councillors.

- a) Chairman advised Council that Cllr. Sam Vanderpal's resignation had been received. Council thanked Sam for her commitment whilst undertaking her role. Clerk to inform the Monitoring Officer accordingly.

2 Declaration of Interest: (ref 01/25/02)

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. A. Vanderpal and Spencer Vanderpal disclosed an interest in item 8 Finance: d

3 Public Participation: (ref 01/25/03)

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.

One member of public present who expressed a concern with planning application 06/24/0942/PAD. Chairman advised that the Parish Council had put in their comments and done everything necessary within our powers therefore no further action would be taken.

4 Reports: (ref 01/25/04)

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

- a) Cllr. Spencer Vanderpal attended the last police SNAP zoom meeting on behalf of the parish council. It was reported that although Bradwell was fairly quiet at the moment there has been diesel theft in the Bowthorpe/Bluebell development area which is being monitored.

5 Minutes of last meeting: (01/25/05)

The minutes of Parish Council meeting 16th December 2025 had been circulated to all Councillors prior to meeting. Clerk to note Cllr. Frew's apologies and number pages. It was unanimously agreed as a true and accurate record with this amendment. Proposed by Cllr. Hamilton, seconded by Cllr. A. Vanderpal. All hands in favour. Minutes signed by Chairman.

6 Matters Arising: (ref 01/25/06)

The Clerk and members as appropriate to report any matters arising

Clerk informed Council the Barclaycard payment authorised on December payment sheet had not been collected by direct debit. A complaint had been raised and upheld, and compensation of £75 credit will show on our next Barclaycard statement. An interim payment of the full balance outstanding had been paid by BACS so as not to attract any interest payment. Future payments will be taken from our Lloyds Bank account by direct debit.

Grit bin has been purchased for Woodland School area and will be put in place as soon as an initial supply of grit has been sourced. Going forward this will be carried out by GYBC.

NP Law has been instructed to deal with the Parish Council One-Com telecommunication service.

Cllr. Hamilton advised Council that due to a change in legislation on disposal of fabric materials, quote for our waste day had increased by £1,000 from last year. With only two households using the home collection facility last year, Cllr. Hamilton proposed that this part of the service be dropped to keep within our budget for the waste collection day, seconded by Cllr. Sargeant. All hands in favour.



Bradwell Parish Council



7 Planning: (ref 01/25/07)

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

Planning Report for January 2025

a) **06/24/0909/HH - No Objections**

Development: Two storey front extension
Location: 39 Falkland Way Bradwell NR31 8RW

b) **06/24/0869/HH – No Objections**

Development: Single storey rear extension
Location: 34 Foxglove Drive Bradwell NR31 8UU

c) **06/24/0911/HH – No Objections**

Development: Retrospective application for the construction of a two-storey infill extension between bungalow and garage, extending the dormer roof extension previously approved by pp 06/21/0100/F.
Location: 5 Clydesdale Rise Bradwell NR31 9UG

d) **06/24/0941/SU - Objection – there is no specific objection to the application, for the planned development the school as such as it will be a much-needed asset. The concerns lie more with the parking and congestion nightmare that will ensue. Consideration should be given to creating or building wider roads around the school to allow for the inevitable problem that will arise with the drop off and pick up of children in the morning and afternoon. The close proximity of the new school to the already congested Ormiston Academy and Herman school will not help this scenario.**

Development: New build two storey 420 place (2 FE) Primary School including related standalone substation and related works, standalone switch room and related works, car parking for staff and visitors (59 spaces including disabled spaces and EV charging spaces) and external hard and soft surfaced outdoor play areas

Location: Land to the north of Chaplin Road Bradwell NR31 9XW

e) **06/24/0942/PAD - Objection - There are concerns that the recommendations raised by GYBC Planning department by Ms Natasha Hayes ref 06/24/0295/PAD have not been fully addressed**

Development: Proposed conversion of agricultural building to 3 units. Partial demolition of part of building that does not conform to space standard at rear of building (shown as patio). Insertion of windows and doors

Location: Dole Poultry Farm near Stanmaur Doles Lane Bradwell NR31 9DZ

f) **06/24/0926/PAD – No objection**

Development: Application for Prior Approval for the proposed conversion and change of use of the first floor only, from retail use (Class E(a)) into a 2-bedroom residential dwelling flat (Use Class C3)

Location: 42 Homefield Avenue Bradwell NR31 8NS

06/24/0947/CD

Development: Discharge of Condition 38 of outline pp 06/13/0652/O (Hybrid permission for 850 dwellings, employment, school and local centre) relating to Phase 6 only (93 dwellings) - Condition 38: Details of proposed wheel cleaning facilities for construction vehicles.

Location: Land west of Woodfarm Lane (Bluebell Meadow) Great Yarmouth

g) **06/24/0948/CD - Objection The objection does not relate to the building of the school. However apart from on-going concerns about lack of infrastructure, there are real concerns about the width of some of the roads and the problems that these are creating with congestion. also note that no consideration has been given to the allocation and placement of waste bins which will probably result in an ever-increasing litter problem in our village.**

Development: Discharge of Condition 36 of outline pp 06/13/0652/O (Hybrid permission for 850 dwellings, employment, school and local centre) relating to Phase 6 only (93 dwellings) - Condition 36: Details of proposed Construction Traffic Management Plan and Access Route.

Location: Land west of Woodfarm Lane (Bluebell Meadow) Great Yarmouth

h) **06/24/0933/HH - No objection – provided the conditions outlined in the letter of the 25th February 2022 from the Director of Planning and Growth reference application 06/21/0781/F, in particular item 6 about public right of way to the Bradwell Bridleway is adhered to. Concern is expressed regarding parking issues in the area of the application**

Development: Proposed single storey side extension with gable end roof, single storey rear extension and single storey front extension with porch to front

Location: 46 Bussey's Loke Bradwell NR31 8HG

i) **06/24/0710/CU – Update refused permission 14/01/2025**

Development: Proposed change of use of residential garage for use as a barber's shop, including external alterations and creation of new parking space (Re-consultation: amended description of development)

Location: 40 Laburnum Close Bradwell NR31 8JB

j) **06/22/0827/D**

Approval of Reserved Matters details of access, appearance, landscaping, layout and scale for a residential development comprising 93 dwellings and associated works (Phase 6 of the Wheatcroft Farm development) pursuant to the outline planning permission part of pp 06/13/0652/O (700 dwellings, commercial uses, local centre, community uses, primary school and open space) (Revised layout, amended plans, additional and updated information received) (EIA Development as an application for subsequent consent)

Land at Wheatcroft Farm (Bluebell Meadow) West of Woodfarm Lane and south of Beaufort Way Bradwell Great Yarmouth

k) FUL/2024/0055 – information of date for Hearing/Approval

Bradwell: Land to the North of Chaplin Road, Bradwell, NR31 9XW: New build two storey 420 place (2FE) primary School including related standalone substation and related works, standalone switchroom and related works, car parking for staff and visitors (59 spaces including disabled spaces and EV charging spaces) and external hard and soft surfaced outdoor play areas: Executive Director of Children`s Services

8 Finance: (ref 01/25/08)

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 2025

Number	Invoice No	Minute Reference	Supplier	Service supplied	Total
1			Barclaycard	Various	£659.35
2			ICO	Data Protection	£35.00
3			CANC DUPLICATE	CANC DUPLICATE	£0.00
4	909		Chamleigh Rosettes	Rosettes for Dog Show	£13.85
5	SI902030		Glasdon	Grit Bin	£313.14
6	7422642		One Com	Telephone/Internet Services	£85.32
7	NWS100255124		Norse	Bin rental	£9.60
8			Scribe	Subscription	£117.60
9	824		GY Services	Tree Work Gipsies Green	£313.02
10	0000000804		GY Services	Bin Collection	£91.90
11	362238850/24		Total Energies	Electricity LCP	£154.35
12			Kevin Nursey	Salary	£454.07
13			Gillian Crossland	Salary	£899.05
14			Vicki Hemp	Salary	£946.40
15			HMRC	Employer Tax/NIC	£367.36

£4,460.01

BANK ACCOUNTS

			Total
Receipts	Allotments Holders		£865.00
Receipts	VAT refund		£2,342.04
Payments	Various		£4,799.49
Receipt Premium Account	Interest Credit		£295.15
31/12/2024	Lloyds Business Account bal		£61,521.95
31/12/2024	Community Account bal		£1,827.39
31/12/2024	Business Premium Account bal		£85,982.92
			£157,633.94

- a) Cllr. Hamilton proposed payments en bloc approved, seconded by Cllr. Watson. All hands in favour. Payment authorisation signed. Clerk informed Council that she and Cllr. A. Vanderpal had completed a monthly check on financial payments and balanced bank accounts to end of December 2024. Relevant form signed.

- b) Notes from the Finance meeting on the 16th January 2025 were circulated to all Councillors prior to the meeting. Cllr. Wainwright proposed a 4% increase in precept for 2025/26, seconded by Cllr. A. Vanderpal. All hands in favour.
- c) Cllr. Hamilton proposed that £80,000 be moved to a 32-day notice account within Lloyds at 2.33%, seconded by Cllr. Spencer Vanderpal. All hands in favour.
- d) Regrettably our current IT support is unable to continue and to enable the office to work efficiently we have had to look elsewhere to replace this service. An initial payment of £698.00 would be required to take over this service with a monthly support payment of £210.12. Cllr. Barron proposed we instruct Netcentral to take over the contract with immediate effect, seconded by Cllr. Wainwright. Five hands in favour with two abstentions.
- e) Clerk had obtained two quotes for our annual ground's maintenance contract for 2025/26. It was unanimously agreed that two quotes were sufficient in view of limited number of local companies offering this service. Cllr. Wainwright proposed quote for £4,047.02 with GY Services be accepted, seconded by Cllr. Watson. All hands in favour.
- f) Cllr. Wainwright proposed a budget of £500 for the Dog Show, seconded by Cllr. A. Vanderpal. All hands in favour.

9 Policies & Risk Management: (01/25/09)

A proposed social media & communications Policy was circulated to all Councillors prior to the meeting. This has been passed by the Policies & Risk Management working group prior to circulation. Cllr. Frew had concerns that the wording in this proposed policy would not enable the Events working group to promote forthcoming events. It was unanimously agreed that in addition to the clerk and assistant clerk, Cllr. Frew would be added onto Bradwell Parish Council Facebook site as an admin officer for events promotion and communications only. Cllr. Barron proposed that Bradwell Parish Council adopts this Policy on the above basis, seconded by Cllr. Wainwright. All hands in favour.

10 Leo Coles Pavilion: (ref 01/25/10)

- a) Floodlight request for football training will be postponed to February 2025 meeting. Further quotes to be obtained and an enquiry undertaken to ensure planning permission is not required.

11 Events Working Group: (ref 01/25/11)

To report any updates from last working group meeting

Cllr. Watson informed Council that the date for the Dog Show had been set for Sunday 13th April and the Village Show 10th August 2025. Vicki is taking stall holder bookings which are flooding in for both events. VE Day 80th anniversary date has been set for 8th May 2025. Bradwell Parish Council will be lighting our beacon and flying the VE flag at Leo Coles Pavilion. Further arrangements are presently being discussed. The Christmas event at Old School Village Centre was not as well attended as expected. The donation from Bradwell Parish Council was used to purchase books as Christmas presents for the children. Every child present received a book, and all remaining books were donated to the children's wards at the hospital in time for Christmas.

12 Allotments: (ref 01/25/12)

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

- a) Cllr. Hamilton informed Council that plot holders are being encouraged to take insurance through the Allotment Association. However, following an enquiry to NALC it has come to attention that this should be a mandatory condition taken on when a plot goes out to tenancy. Clerk informed Council that our liability insurance policy covers untenanted plots and pathways only. Cllr. Spencer Vanderpal confirmed that a block policy would have to be taken out through the Allotment committee. Cllr. Barron proposed that following consultation with NALC Bradwell Parish Council's decision is that insurance is a contractual obligation, and all allotment tenants will be required to have insurance cover from 1st April 2025, seconded by Cllr. Spencer Vanderpal. It was unanimously agreed that to safeguard any potential claims against the Parish Council no further notice to tenants will be required. Cllr. Hamilton will inform the Allotment Association at their next meeting of this decision which is not negotiable. All hands in favour.

- b) Cllr. Hamilton informed Council that a proposed payment plan had been received from a previous plot holder who we were pursuing for costs incurred to the parish council whilst they were a tenant. Cllr. Wainwright proposed Council accepts the £100 per month payment plan arrangement until the debt is repaid in full, seconded by Cllr. Watson. It was unanimously agreed that should the tenant default then this would be passed to NP Law to pursue further, and the debtor would be liable to all further costs incurred. All hands in favour.

13 King`s Coronation Community Garden: (ref 01/25/13)

Cllr. Watson informed Council that a plaque needs to be purchased for the official opening of the now known Bradwell Parish Council Community Garden. Councillors agreed a design, and this will be purchased and fitted in time for the official opening on 25th March 2025.

14 Bus Shelter opposite Sun Public House: (ref 01/25/14)

Clerk was pleased to inform Council that with the wooden panels being removed from the shelter and the waste bin being installed, this seems to have alleviated previous problems that were being reported. It was agreed that our caretaker will continue to regularly empty the bin and monitor the condition of the shelter but if these remedial actions are not successful then further consideration to remove the shelter will be taken. This will be re-assessed in our April 2025 meeting.

15 Correspondence: (ref 01/25/15)

To report any correspondence received

- a) The overgrown tree on land between Robin Close and Pintail Road was taken on board by Cllr. Candon and works have now been agreed.
- b) Parking on Lords Lane/Morton Crescent has been taken on by Cllr. Annison who is looking into the reply received from Highways Department.

16 Date of next meeting: (ref 01/25/16)

The next Parish Council meeting date was confirmed as **Monday 24th February 2025** at 6pm Leo Coles Pavilion.

There being no other business, the meeting closed at 19.50 pm

Signed..... Date