



# *Swafield and Bradfield Parish Council*

Minutes of the Meeting held via Zoom meeting number 6762489687  
On Tuesday 17<sup>th</sup> November 2020 at 7.00 pm

## **Present**

### Parish Councillors:

Charlie Silvester (Chair), Tim Payne (Vice Chair), Ernie Alexander,  
Mick Starling, Robert Clabon, Gaynor Rawlings and John Amies

### Also in attendance:

Ed Maxfield

Elaine Pugh – Clerk to the Council

## **19/143-APOLOGIES FOR ABSENCE –**

To note and approve apologies received by the Clerk prior to the meeting.  
All members were in attendance.

## **19/144-DECLARATIONS OF INTEREST AND DISPENSATION-**

To receive declarations of interest in agenda items and individual dispensations  
There were no declarations received as all members with interests in the village  
hall had been granted a 4-yearly dispensation.

**19/145-MINUTES** - To approve minutes of the ordinary meeting 15<sup>th</sup> September 2020  
It was resolved that these be signed.

## **19/146-FINANCE**

### **1. To receive bank reconciliation and note receipts and review reserves**

The Council noted the bank reconciliation and that after the November cheque  
payments £13,503.72 was held.

### **2. To consider budget and set Precept for 2021-2022**

Members considered the budget which had been circulated and assessed the  
reserves held and what the carry forward into 2021 might be. It was resolved  
that the Precept be maintained at £5,500. The Clerk would forward this  
information to NNDC. EP

### **3. To consider appointment of contractor for replacement bus shelter windows or alternatively a donation to Village Hall**

(requested paperwork and policy forwarded – Accounts circulated)

The Council had received the paperwork necessary from the Village Hall. The  
hall's reserves were good and the management team wished to appoint their  
own contractor and manage the project. In order to progress this swiftly the  
hall committee requested a donation towards the cost of the new windows. It  
was resolved that £500 be donated to this community structure as the overall  
expenditure was £1,300 with no additional cost for VAT. EP

4. **To consider donation to Stalham & Smallburgh First Responders**

The Clerk read out the request and detailed the services which they undertake for the local community. All were in agreement that this was an extremely valuable service. There was a question and answer session and the Clerk was asked to write to the applicant asking for further details and also to supply the Council's grant funding procedures to them. EP

5. **To approve payments and sign cheques**

291	Came & Company	347.05
D/D	PWLB	163.70
292	Community H/B Trust	223.20
293	Hanworth (Charlie S)	26.44
294	Elaine Pugh	476.32
295	HMRC	75.60
296	Swafield Village Hall	500.00

It was resolved to make payments enbloc

**19/147-MATTERS ARISING** - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda

1 **SAM2** – figures circulated and Police informed

The speeding was reviewed and the overall conclusion was that it was occurring primarily between 10am and 2pm. The Clerk would engage with the Police to see if they would be able to help further. The unit had now been moved to the location just prior to the bridge. EP

2 **Bradfield Common** – NWT to contact Councillor – information given

There had been no contact as yet and the Clerk would chase this through this could be primarily due to furlough. However, it was considered that at the present time it would be too wet to undertake works and the wrong season to do so. EP

3 **Highways Matters**

**The Clerk would chase the following outstanding issues:** EP

168977 – The Street drains to be cleared of silt- with Highways

163517 – The Street, road depression – being monitored and Highways had highlighted with paint

163582 - 30mph roundels/white lining The Street – after Bridge repaired

**Completed works**

160535 - Hedges along Bradfield Road

160540 - Grips - Knapton Rd and The Street

156945 - Trunch Road white markings

4. **Village Matters - Defibrillator**

New battery installed. Clerk undertaking regular checks and responsibility to be transferred to Gaynor Rawlings. EP

5. **Siting of mobile home located at the Orchard, Common Lane, Bradfield together with installation to main sewerage** – NNDC are

investigating following numerous complaints from residents and Parish Council. NNDC has issued documentation to the owner. The Clerk was requested to ask for a copy of the legal letter sent to the owner to find out what was actually happening as local residents were not impressed with the progress to date. A search of the land registry as to previous ownership would be made as this may have been common land which had been acquired. EP

6. **Repair to Swafield Bridge and traffic lights** – work has been completed. The Council were delighted that after nearly a year the project had been finalised. However, questions were escalated to Ed Maxfield regarding why the repairs took so long, the cost of the traffic lights for the whole period along with the total costs including breakdowns at weekends and how these costs were paid for and the additional costs for attending at the weekend to resolve breakdowns. Ed Maxfield to report back. EM
7. **Movement of notice board from bus shelter** – this work had been completed and thanks were extended to the volunteers for their hard work to complete this task.
8. **Meeting dates for 2021**  
These had been circulated and would be placed onto the website and noticeboards. EP

**19/148-REPORTS** - to received reports from County and District Councillor

Ed Maxfield detailed the NCC budget consultation and how the community could engage in the process. Swafield Bridge closure was discussed along with ways it might be improved. The consensus was that the bridge was operating efficiently without traffic lights or a priority system. There had been issues with the signage from the start but this was quickly ironed out by the Team on site. The Coast Road was discussed relating to road safety along the route and the longer-term impact of coastal erosion. Members from NNDC, Highways and MP Duncan Baker were also in attendance. It was hopeful that future progress would be made on this important and strategic route.

**19/149-ADJOURNMENT** - To adjourn the meeting to receive reports/comments from Members of the public and those with a disclosable interest on agenda items  
It was resolved that this be deferred as no members of the public were in attendance.

**19/150-TO CONSIDER AND REVIEW PLANNING**

Number	Address	Details	Outcome
20/1993	2 Ivy Cottage, The Street	Creation of new access (part retrospective)	No objections
20/1637	Beeches Farm, Knapton Road	Prior notification to determine if prior approval is required for erection of an agricultural building for storage of agricultural equipment and farm produce	No comment/objections

**9. TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING**

NCC – 168977 – cleaning of drains on The Street  
 NNDC – Planning – The White paper consultation – circulated  
 Norfolk Police – Community update – circulated  
 Stalham & Smallburgh First Responders – request for donation – circulated  
 NNDC – re Orchard – Bradfield Road – legal document sent  
 NCC – Annual Budget consultation  
 Swafield Village Hall – donation towards window replacement at bus shelter

Discussion took place with regards to Speedwatch and that at present this was on hold due to the Lockdown. A Councillor had undertaken a visual check of vehicles through the village and approximately 211 vehicles were counted during a 30 minute period. SAM2 makes you think and most agreed it was worth the expenditure.

The Highways along the Knapton Road/and the Beeches needed cutting back and the Clerk would report this to Highways. EP

There had been 2 (if not 3) accidents along the Knapton Road where a telegraph pole had been hit and needed replacing. It was requested that the Clerk write to BT to suggest that they move the pole away from the road. However, the opinion was that this was easier said than done. EP

- 10. NEXT MEETING** - to confirm date of next ordinary meeting – 7pm 12<sup>th</sup> January 2021 to be held at a venue or alternatively via Zoom

There being no further business the meeting was concluded at 2000 hours.

---

**CHARLIE SILVESTER – CHAIR**

**12<sup>th</sup> January 2021**