



Swafield and Bradfield Parish Council

Minutes of the Meeting held via Zoom meeting number 6762489687
On Tuesday 15th September 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 (partial)

Also in attendance:

Ed Maxfield (via Zoom) and 1 member of the public via Zoom
Elaine Pugh – Clerk to the Council

19/132 APOLOGIES

Mick Starling – personal – accepted by the Council

19/133 DECLARATIONS OF INTEREST AND DISPENSATION-

To receive declarations of interest in agenda items and individual dispensations.

19/134 MINUTES - To approve minutes of the ordinary meeting of 14th July 2020

It was resolved that these be signed by the Chair.

19/135 FINANCE

1. To receive bank reconciliation and note receipts and review reserves Outstanding cheques

Balances carried forward	£13,128.38
ME Anderson Dungar	£40.00
HMRC	£75.60
Total cheques	£115.60
Balances c/f	£13,012.78

2. To approve payments and sign cheques

Elaine Pugh	£396.90
HMRC	£75.80
Total cheques	£472.70

It was resolved that the cheques be signed enbloc.

19/136MATTERS ARISING - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda

1 SAM2

The figures had been circulated and analysed by the Chair. This matter was discussed at length with concerns being raised with the speed of vehicles along the Trunch Road recording upwards of 65mph. This trend may have been down to the “holiday season” along with other roads being closed during the period. The Clerk was requested to send the information to our local Police Officer to draw this problem to their attention with a view to sending a speed van to the area to deter drivers. The situation would be monitored over the next few months. EP

2 Bradfield Common

There had been no communication from NWT so far and the Clerk would chase this again. EP

3 Highways Matters

160535 - Hedges along Bradfield Road - completed
160540 - Grips - Knapton Rd and The Street -- completed
163517 – The Street, road depression – being monitored no action
163582 - 30mph roundels/white lining The Street – after Bridge repair*
156945 - Trunch Road white markings -- completed

*Members were grateful for Highways actions and would monitor the white lining of The Street after the bridge repair.

4. Village Matters

Cover to manage the defibrillator from 3/10/2020
As Ernie Alexander was unable to manage this for the foreseeable future another appointed person needed to be found for this role. Gaynor Rawlings agreed to take up the task and would liaise in order to manage the unit during this period.

5. The Staithe Lodge – Planning department is satisfied with the outcome overall. The Council thought that the structure had been improved and were pleased that the windows had been matched.

6. 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. There had been no update from Combined Enforcement from their meeting and the Clerk was requested to chase this through for feedback on what actions they would be actively taking. EP

7. Repair to Swafield Bridge and traffic lights – an email had been received from Highways outlining that the work would commence in October however, as yet this had not been confirmed. Members were extremely disappointed at the length of time which this had taken and the structure had been hit a number of times since. It was anticipated by the Council that these works would take longer than the 2 weeks anticipated. The traffic lights were working efficiently at the present time but this was purely down to the Chair and Clerk frequently contacting Highways to remind them to manage the situation better – both were thanked for their efforts on this. A strong letter of dissatisfaction had also been sent to Highways outlining the constant issues with the management of the traffic lights.

A letter had been received from Trunch Council regarding the positioning of permanent traffic lights outlining that they would support the Council on this. Members considered that neither traffic lights or a give way system would work. Frequently the area is congested with traffic building up from the lights back to people's driveways which gives access issues to the local residents. The Clerk was asked to thank Trunch Council for their input and outline that the Council would not be progressing the matter. All agreed that when the voluntary give way system over the bridge was in operation it worked well and caused no issues. It was only when a driver hit the structure that the area became chaotic. EP

8. **Defibrillator** – checked by Jim Begley the CHT Co-ordinator and new pads arranged. Seeking clarification regarding new battery and the Clerk would chase this through again. EP

19/137REPORTS - to receive reports from County and District Councillor

Ed Maxfield – NCC – updated the Council verbally on issues relating to the Council's handling of the pandemic, further cuts to budgets (apart from the expenditure on the car park extension and the council chamber). Education of children unable to attend school due to the Coronavirus. Roads in Norfolk and the condition of them along with the erosion of the coastline which will increase. The re-opening of Mundesley Library along with others was also being challenged. Swafield Bridge had also been highlighted to Duncan Baker to get his backing on this infrastructure issue.

19/138ADJOURNMENT - To adjourn the meeting to receive reports/comments from Members of the public and those with a disclosable interest on agenda items

The meeting was opened to the public however, there were no comments or matters raised. The meeting closed to the public.

19/139To agree the movement of the notice board by the bus shelter

Members discussed this and agreed that they would liaise and form a small working party in order to separate the notice board from the bus shelter. It was agreed that funds could be spent on a new post and other items for this purpose.

This also highlighted the issue with the windows and who was managing the project. The Clerk informed that if the Council were paying for this improvement then three quotations needed to be received by the Clerk the Council could make the decision and pay accordingly and donate the units. However, if the Village Hall wished the Council to make a donation and manage the work directly this then would be their business and a funding application would need to be made to the Council. It was agreed that when the Village Hall Committee made a decision on how they wished to progress then; the works could be commence. The Council may be prepared to make a contribution towards the improvements or alternatively just pay a grant to the Village Hall to manage the project. As yet no formal decision by the Council had been made.

19/140 TO CONSIDER AND REVIEW PLANNING

Number	Address	Details	Outcome
20/0776	1&2 Chapel Cottages, Pond Rd	Raise eaves height, alterations to windows on first floor, installation of cladding to existing extension and erection of conservatory	No objections – No decision by NNDC
20/1199	Swafield Hall, Knapton Road	Demolition of redundant outbuilding and double garage and construction of self-contained holiday let and garage	No objections – No decision by NNDC
20/1200	Swafield Hall, Knapton Road	Demolition of redundant outbuilding and double garage and construction of self-contained holiday let and garage	No objections – No decision by NNDC

19/141 TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING

Clerks & Councillors Direct

Jim Begley – re defibrillator - forwarded

PFK Littlejohn – confirmation of receipt of the AGAR

Trunch Parish Council – re Swafield Bridge – Clerk to respond accordingly

NNDC Enforcement team re large mobile home at the Orchard - forwarded

Norfolk Police – update on crimes within area – forwarded

Duncan Baker – celebrating Silver Surfers

NCC re proposed Swafield Bridge – 2 week closure – forwarded

NNDC – retirement of Big Society Fund and launch of the NN Sustainable Fund

UK Debt Management Office – Public Works Loan – payment Oct £163.70

It was agreed that the foliage surrounding the flashing speed sign as you enter from North Walsham would be cleared. BC

Discussion took place on the possibility of a mobile mast being fitted into the surrounding 7 churches. This was discussed with regard to signal efficiency and it appeared that the main part of Swafield did not suffer however Bradfield and the outer areas of Swafield towards Knapton were poor.

General roadside hedge cutting appeared to be minimal and on various routes, they were encroaching into the roads which caused visibility issues. Ed Maxfield would take this up with Highways and report back. EM

19/142 NEXT MEETING - to confirm date of next ordinary meeting – 17th November 2020 to be held at a venue or alternatively via Zoom

There being no further business the meeting concluded at 8.06pm