



Swafield and Bradfield Parish Council

Minutes of the Meeting held in the Village Hall, The Street, Swafield,
On Tuesday 12th November 2019 at 7.00 pm

Present

Parish Councillors:

Ernie Alexander

John Amies

Robert Clabon

Timothy Payne

Gaynor Rawlings

Michael Starling

Also in attendance:

One member of the public

Ros Calvert – Clerk to the Council

19/60 APOLOGIES

Were received and accepted from Cllr Charlie Silvester
County Councillor Ed Maxwell and District Councillor Greg Hayman sent their
apologies

19/61 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were none

19/62 MINUTES

Minutes of the ordinary meeting of 24th September 2019 were circulated, agreed
and signed by the Chairman as a true record.

19/63 MATTERS ARISING

The website – there was no update and it would be referred to the next meeting.
First Time Sewerage – no further information had been received.

19/64 REPORTS - Were received from the following authorities:

1. Norfolk Constabulary – The recent issue of the Police Parish Newsletter was
circulated. PC Gwynn had been invited to attend this meeting but was not
available.
2. County Council – a report from Cllr Ed Maxfield was circulated as attached. There
were no matters arising.
3. District Councillor - a report from Cllr Greg Hayman was circulated as attached.
There were no matters arising.

19/65 ADJOURNMENT

It was agreed to adjourn the meeting to take comments from members of the public
and Councillors with disclosable interests. There were no comments

It was agreed to reconvene the meeting

19/66 PLANNING

1. Planning Applications received

- Planning Application PU/19/1920 Notification for prior approval for change of use of agricultural buildings to 2 no. dwelling houses (Class C3) and associated building operations at NEPC Livery Yard, Bradfield Road, Swafield NR28 0QT

It was agreed to support this application. However, it was recommended that there should be an adequate and effective sewerage system in place prior to conversion. The site was an area with a high-water table and poor drainage without access to mains sewerage.

2. Planning Applications received between meetings

- Planning Application PF19/1697 Rose Cottage, Trunch Road, Swadfield, NR28 0PD . Proposed two storey side extension – **no comment**
Members were reminded that they were required to respond to applications between meetings.

3. Applications determined by District Council:

- Planning application PF/19/0803 - Meadow Cottage, Bradfield Common, Bradfield, North Walsham, NR28 0QR – approved

19/67 HIGHWAY MATTERS

1. SAM2

This appeared to be effective in reducing vehicle speeds. The radar had malfunctioned and was being repaired. It was hoped that a full downloaded report of vehicles speeds with dates and times would be available following the repair.

A post and attachment for SAM2 to be sited on the bridge over The Ant on the Mundesley Road was scheduled for installation.

2. Working Group for Improvement of Road Safety

The establishment of a Working Group of the Council to explore ways to enhance road safety and reduce vehicles speeds in the parish was considered. **It was agreed** that a Working Group for the improvement of road safety in the parish would not be necessary and the idea was dismissed.

The draft proposals for Working Groups of the Council and the Terms of Reference for a Road Safety Working Group circulated were not adopted.

It was recommended that all accidents in the parish should be reported to the Council and logged

3. Other Highway Matters

Road markings were scheduled for repainting were outstanding and would be chased up.

19/68 BRADFIELD COMMON

A report was received and considered.

It was agreed to support the Norfolk Wildlife Trust (NWT) proposal to engage the volunteers to come out in January unless there is an open objection from the parish. Costs would be covered by the NWT for their first visit. It was suggested that NNDC, with its renewed interest in climate change and biodiversity, might be persuaded to take some future involvement.

Prior to any work being carried out an explanation would be published locally and circulated to Bradfield residents setting out what the volunteers might do and why.

It was agreed to invite Helen Baczkowska, Conservation Officer, Norfolk Wildlife Trust to the next Council meeting.

19/69 POST BOX

The Post Office noted Council's request to move the post box on The Street to a safer location. It stated that if it hadn't been relocated within 25 weeks of the initial request it was likely that the current facilities in the area already met its requirements.

19/70 NOTICEBOARDS – This was referred to the next meeting.

19/71 CORRESPONDENCE & TRAINING

1. Norfolk PTS - Training and networking events circulated.
2. NCC - Norfolk Fire & Rescue Service's draft Integrated Risk Management Plan was received.

19/72 FINANCE

1. Bank Reconciliation - the bank reconciliation as at 12th November with the Bank Statement No.25 was approved. There was a balance in the bank of £13,302.89
2. Receipts – £2,662.00 - 2nd precept payment was received 30th September
3. Assets Register 2019-20 was updated prior to insurance renewal and approved
4. Payments –

It was agreed to pay the following:

Chq: 267	£338.40	Came & Company	Insurance
Chq: 269	£ 30.00	Thorpe Market PC	Councillor Training
Chq: 270}	£441.72	R Calvert	{Salary, expenses, costs
Chq: 271}		HMRC	{October & November
Chq: 272	£84.00	Swafield Village Hall	Hall Hire

19/73 BUDGET AND PRECEPT FOR 2020-2021

1. Budget comparison to date was noted
2. Proposed budget for 2020-2021 was considered
3. **It was agreed** to set the precept for 2020-2021 at £5,500

19/74 LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS

There were none

19/75 NEXT PARISH COUNCIL MEETING

The chairman confirmed that the next meeting of the Council, would be held at Swafield Village Hall, on **Tuesday 21 January 2020 at 7.00 pm**

19/76 STAFFING

A letter of resignation was received and accepted from the Clerk.

It was agreed to advertise the vacancy. Rate of pay in line with NALC guidelines according to experience and qualifications with applications to be received by Council by 12 noon on Monday 16th December 2019. Job description as approved March 2019. Interviews to be carried out by Councillors as available.

19/77 CLOSURE OF THE MEETING

There being no further business the chairman closed the meeting at 8.15 pm

Chairman:

Date: