

**MINUTES OF THE MEETING OF
SWAFIELD AND BRADFIELD PARISH COUNCIL
HELD ON TUESDAY 2ND JULY, 2013 AT 7.00 PM
IN THE VILLAGE HALL, SWAFIELD**

Present:-

Chairman - Cllr. E. Alexander, Cllr. J. Amies, Cllr. T. Bullock and Cllr. M. Starling.

County Councillor W. Northam.

PCSO D. Fathalla.

Julie Chance - Clerk.

Four members of the public also attended the meeting.

The Chairman welcomed all present to the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. B. Clabon, Cllr. J. Hook and District Councillor G. Jones.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

3. MINUTES OF THE MEETING HELD ON TUESDAY 14TH MAY, 2013

The Minutes of the meeting held on Tuesday 14th May 2013, having been circulated, were taken as read, **AGREED** and signed by the Chairman.

It was **AGREED** that the meeting be suspended for public participation.

4. PUBLIC PARTICIPATION

A member of the public expressed concern over the condition in which the Bradfield Pill Box had been left. It had taken some time for the work to commence once permission had been given and the standard of the work is not acceptable. It was **AGREED** that the Clerk would contact the volunteer who is carrying out the work and request that it be completed and cleared away within the next couple of weeks. It was **AGREED** that Cllr. Amies and Cllr. Starling will clear the remainder of the foliage and rubbish if the volunteer is unable to finish the job. Cllrs. Amies and Starling will repair the doors and lock them.

A member of the public enquired whether a mirror could be erected to help vehicles exit the Bradfield junction into Swafield safely. It was **AGREED** that the Clerk will enquire with Norfolk County Council whether this would be possible.

The meeting was reconvened.

5. NORFOLK RURAL COMMUNITY COUNCIL

5.1 The representative did not attend the meeting and did not send apologies. It was **AGREED** that this item will be removed from the agenda and no further action will be taken.

6. CASUAL VACANCY

6.1 It was **AGREED** that Norman Standing be co-opted on to Swafield and Bradfield Parish Council with immediate effect.

6.2 The Declaration of Acceptance of Office Form was completed and signed by Cllr. Standing and the Clerk.

7. COUNTY AND DISTRICT COUNCILLORS' REPORTS

7.1 **County Councillor's Report:-** Attached.

7.2 **District Councillor's Report:-** Attached.

8. PLANNING

8.1 **Planning Applications:-** None received.

8.2 Planting - Tavern Tasty Meats:- The Clerk read an email received from North Norfolk District Council stating that they have written to Tavern Tasty Meats advising that they should either apply to vary the relevant condition or carry out the planting as required. North Norfolk District Council are trying to arrange a site visit to discuss the matter further.

8.3 Planning Permissions:- Hill Fruit Farm, Trunch Road, Swafield - Erection of single-storey rear extension and conservatory and conversion of outbuilding to garden room.
Bradfield Common, Bradfield - Retention of vehicular access, fences and gates.

9. POLICE

9.1 Police Report:- Attached.

9.2 Speed Checks:- PCSO Fathalla reported that he has not arranged any further speed checks at present. The Clerk read an email received from Inspector Kersty Brooks apologising on behalf of Norfolk Constabulary regarding PCSO Fathalla not attending the speeding checks in Swafield and Bradfield. His forgetting was unacceptable. Inspector Brooks said that she does not have the authority to meet the compensation request for the Members loss of earnings but suggested the Parish Council send detailed invoices to Norfolk Constabulary Legal Services, who can then look into the claim. Following further discussion PCSO Fathalla apologised for not attending the speed checks and it was **AGREED** that no further action would be taken in this matter. It was **AGREED** that the Clerk would write to Inspector Brooks and let her know the outcome of the meeting.

9.3 Police Surgeries:- The Police Surgery dates will be posted on the notice boards once known.

9.4 Norfolk County Council Funding - VAS Signs:- The Clerk reported that the bid for funding under the Working in Partnership scheme has been successful. The Clerk will be meeting with Norfolk County Council to ascertain the best sites for the two signs. It was **AGREED** to take out a Public Works Loan Board loan in the sum of £3,000 for a period of 10 years and the Clerk will action.

10. FINANCE

10.1	The following cheques were AGREED and signed.	£
	J I Chance - Salary, office allowance, postage and Stationery	345.68
	Stuart Hutcheson - Website Domain Name and Hosting	70.00
	Norfolk ALKC Annual Subscription	94.66

10.2 Budget Meeting:- It was **AGREED** that the Clerk would arrange a budget meeting to prepare the draft budget for the next meeting.

11. HIGHWAY MATTERS

- 11.1 Preservation Order - Bridge:-** Cllr. Starling is preparing some information for the Clerk to submit a Preservation Order request. This matter will be placed on the next agenda for further discussion.
- 11.2 Highway Engineer:-** Cllr. Alexander reported that he and the Clerk had met with the Highway Engineer to look at the highway problems throughout Swafield and Bradfield. This matter will be placed on the next agenda to ascertain whether any of the work has been carried out.
- 11.3 Trees - Trunch Road:-** Cllr. Alexander kindly offered to carry out some maintenance on the trees recently planted for the Jubilee.

12. VILLAGE EVENT

- 12.1** It was **AGREED** that the burgers would be sold for £2 and the hot dogs for £1.50. There will be a coconut shy and a book stall. All other arrangements are in place.

13. FOOTPATHS

- 13.1 Footway Mundesley - Trunch - North Walsham:-** This matter will be placed on the next agenda for an update from District Councillor Jones.

14. PILL BOX - BRADFIELD

- 14.1** This matter was dealt with under Public Participation.

15. NORTH NORFOLK DISTRICT COUNCIL

- 15.1** The Clerk reported that District Councillor Wyndham Northam and Strategic Director Dick Baker will attend the meeting to be held on 10th September to discuss any issues.

16. CORRESPONDENCE

- 16.1 Norfolk ALC - AGM 2013 - Resolution for Debate:-** Noted.
- 16.2 Maintenance of Trees at Bradfield Common - Power Lines:-** Noted.
- 16.3 Email - District Councillor Rhodri Oliver:-** The Clerk read an email from District Councillor Oliver thanking the Members for a productive meeting. Noted.
- 16.4 Norfolk County Council - Managing Flood Risk:-** Noted.
- 16.5 Norfolk Link:-** Noted.

17. DATE OF NEXT MEETING

The date of the next meeting was noted as Tuesday 10th September, 2013 at 7.00 pm in the Village Hall, Swafield.

There being no other business the Chairman closed the meeting at 8.03 pm.