



# Swafield and Bradfield Parish Council

Minutes of the ordinary meeting held in the Village Hall, The Street, Swafield,  
On Tuesday 25<sup>th</sup> September 2018 at 7.00 pm

## **Present**

### Parish Councillors:

Ernie Alexander (Chairman)

John Amies

Timothy Payne

Gaynor Rawlings

Charles Silvester

Robert Clabon

### Also in attendance:

Ed Maxfield, NCC and 3 members of the public

Elaine Pugh – Clerk to the Council

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## **18.37 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Michael Starling due to work commitments and these were accepted by the Council.

## **18.38 DECLARATIONS OF INTEREST**

Personal interests were declared by Cllrs Charles Silvester, Gaynor Rawlings and Timothy Payne at Agenda item 8 – Village Fete and would not vote on this matter.

## **18.39 LOCUM CLERK**

Due to the Clerk being unable to attend it was agreed and resolved that Elaine Pugh be appointed as Locum Clerk for this meeting and until the incumbent Clerk returned.

## **18.40 MINUTES**

Minutes of the Ordinary Parish Council Meeting held on 10<sup>th</sup> July 2018 were circulated, agreed and signed by the Chairman as a true record.

## **18.41 MATTERS ARISING**

No information on matters arising from the meeting not mentioned elsewhere on the agenda were brought to the attention of the Council.

## **18.42 REPORTS**

### **1. County Councillor Report – Ed Maxfield**

A new leader had been appointed and had reviewed a number of past decisions. Savings which had been earmarked for the forthcoming years had been “eased” back. The charging for DIY waste had been reviewed however, for the time being were still in place. Fly tipping was being monitored. There will be cuts to mobile library services. Children’s Services are being reviewed and the majority of children centres in Norfolk will be closed down and the remaining units will have new contracts.

The proposed SAM2 unit under the NCC 50/50 scheme - £1,000 will be allocated from Ed Maxfield’s discretionary budget and it was suggested that a shared unit with Paston Parish Council would be a good idea.

Better Broadband for Norfolk – it is anticipated that this will be installed during April-September.

Members of the public highlighted their disappointment with the Broadband rollout as many businesses could not survive on 2.2 megs. It is vital that this speed is greatly improved. Ed Maxfield informed that he would investigate this further and forward any information to the Council.

## **2. Norfolk Police**

The Clerk read out the summary report for the area.

### **18.43 ADJOURNMENT**

**It was agreed to adjourn the meeting to take comments from members of the public and Councillors with disclosable interests on the Agenda (3 mins each)**

A member of the public highlighted that they had written to the Parish Council in connection with speeding through the village and a recent accident - this had also been forwarded to Highways. All were gravely concerned with the manner in which the traffic management system was being handled and considered that it was insufficient for the road.

Expression was made with regard to the speed limit being reduced from 30mph to 20mph during the duration of the works. Highways/Anglian Water would be approached in connection with this..

Another expression of dissatisfaction was also with the Anglian Water compound and the envisaged light pollution from the site which would be considerable through the winter months.

The members were concerned with the size of the compound which appeared to be double that for which planning permission had been sought. This information would be forwarded to NNDC Enforcement Team for their attention; although in reality there may be no action taken on this.

Concern was also expressed with the closure of The Street with re-direction through Little London. The Council informed that there was little which could be done as this had all been authorised by Highways.

There being no further comments the meeting was closed to the public and the meeting reconvened.

### **18.44 VILLAGE FETE - To consider the Council's involvement in future organisation of the Village Fete (*referred from previous meeting*)**

Members discussed the annual event and all considered that it had been a great success. It was agreed and resolved that this event going forward would be managed and insured by the Village Hall. All Councillors present confirmed that they would continue to give their personal support with this however, it would have no Parish Council input. All funds would then be retained by the Village Hall.

### **18.45 MEETING DATES 2019 – These were agreed and would be circulated and placed onto the website and notice board.**

### **18.46 SAM2 - To approve bid to NCC under the Parish Partnership Scheme to purchase a SAM2 at a cost of £3,396 with 50% to be paid via the NCC scheme.**

Volunteers will be required to manage the sign and will be given training prior to installation. Council to provide High Visibility vests and approve an appropriate risk assessment prior to installation.

Members discussed this at length with the Locum Clerk offering their experience of this equipment and the management of the asset. The concept of sharing with Paston was considered and they would be asked if this would be something they would consider.

Funding wise Ed Maxfield had confirmed his commitment to £1,000 for this initiative which was accepted. The detail of the way in which the funding would be accounted for needed clarification.

**It was agreed** that this matter be deferred until the November meeting when a formal decision would be resolved and the paperwork would be completed.

#### **18.47 FIRST TIME SEWERAGE**

The Clerk read out an update which had been received from Anglian Water on their progress to date which informed:

The archaeology work at the pumping station in Bradfield is progressing well and construction is due to commence at the end of September. All residents have been contacted near to the compounds and pumping stations to ensure that they are aware of the work and the mitigations put in place for them. Chapel Road is closed whilst the rising main is installed. To date 1.32km of pipe has been laid and is progressing well. A start on the gravity sewers and works on the pumping station near to the village hall. Further updates will be sent.

**18.48 BENCH ON VILLAGE GREEN – It was agreed** that a bench would be purchased by the Parish Council and that it would be installed on the Village Green by Village Hall Committee. Instructions for delivery were agreed and the supplier would be informed.

**18.50 BRADFIELD COMMON** – There were no further updates however, it was agreed and resolved that the Council joins the Open Spaces Society and the relevant fee was authorised.

#### **18.51 PLANNING**

**1. To consider Planning Applications received**

No new planning had been received.

**2. To receive and consider any other planning matters**

CL/18/1749 - A Certificate of Lawful Use of land had been received.

Members reviewed this and had no issues with the application.

#### **18.52 FINANCE**

**1. To complete bank request for new cheque book**

It was agreed and resolved that this be forwarded to the Bank for their attention.

**2. To receive bank reconciliation and note receipts**

This was received and noted.

3. **To approve payments and sign cheques:**  
Information Commissioner – annual fee - £40.00  
R Calvert – pay and expense - £391.54  
HMRC – Tax and NI – 80.80  
Shackleton’s Garden Centre Ltd – Bench - £472.50  
Open Spaces Society – membership - £45  
PWL B – £171.53 Direct Debit payment to be taken in October  
**It was resolved that these payments be agreed.**

### **18.53 CORRESPONDENCE**

1. **Anti-social behaviour recently reported was referred to the relevant authorities**  
This was noted by the Members.
2. **Information regarding Councillor Training at Aylsham in October was circulated.**  
This was noted by the Members.
3. **Cllrs Rawlings and Silvester to attend presentation by NNDC on the Local Plan, 30th October 6-8 pm**  
This was noted and confirmed by the Members.

### **18.54 HIGHWAYS**

NCC has been asked to replace rusty 30mph sign posts on Trunch Road and The Street and to clean signs and cut back obscuring hedges

The hedges in The Street had been cut back by a local farmer and thanks were extended for this.

NCC had made a Temporary Road Traffic Order C424 Hall Road to C424 Common Road from 8<sup>th</sup> October to 30<sup>th</sup> November 2018.

### **18.55 TO NOTE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING**

A hedge needed to be cut back which was encroaching onto the Highway – this would be reported to Highways and request them to take appropriate action.

Update from Anglian Water on their progress.

SAM2 – to agree the application details

### **18.56 NEXT MEETING - to confirm date of next meeting on 13 November 2018**

The chairman confirmed that the next meeting of the Council, would be held at Swafield Village Hall, on **Tuesday 13<sup>th</sup> November at 7.00 pm**

### **18.57 CLOSURE OF THE MEETING**

There being no further business the chairman closed the meeting at 8.20pm

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Chairman:

Date:13<sup>th</sup>