



Swafield and Bradfield Parish Council

Minutes of the ordinary meeting held in the Village Hall, The Street, Swafield,
On Tuesday 5 March 2019 at 7.20 pm

Present

Parish Councillors:

Ernie Alexander (Chairman)	John Amies	Robert Clabon
Timothy Payne	Gaynor Rawlings	Charles Silvester
Michael Starling		

Also in attendance:

One member of the public
Ed Maxfield – Norfolk County Councillor
Ros Calvert – Clerk to the Council

18.97 WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting.
No apologies for absence were received.

18.98 DECLARATIONS OF INTEREST

Cllr R Clabon regarding sewerage works.

18.99 MINUTES

Minutes of the ordinary Parish Council Meeting held on 22nd January 2019 were published in draft and circulated. They were agreed and signed by the Chairman as a true record.

18.100 MATTERS ARISING FROM THE MINUTES NOT MENTIONED ELSEWHERE

- Wherry Housing continued to pursue a resolution to address a local environmental issue on Trunch Road.
- Bradfield Common – The Clerk had attended a meeting with Colin Brown (NNDC Countryside Manager) and Milo Creasey (NNDC Trainee Surveyor). There was discussion on the possibility of marking out the Common to inhibit future encroachment. The ongoing management of other commons in the District would be explored together with possibility of raising funds to enable any future work that may be required to secure public access. A report was awaited from the NNDC Countryside Manager.
- SAM2 – The outcome of the application to NCC Parish Partnership Scheme for a Speed Activated sign would be available by mid-March.

18.101 REPORTS

1. **County Councillor Ed Maxfield** – reported on the NCC budget meeting. There would be an increase of 3% in the NCC council tax which would equate to £40 a year on Band D properties. NCC was still having to cut back on services to continue to make savings. It hoped to save a further £70 million in 2019-20.

Last year several local groups including Bacton Primary School had won local biodiversity awards. Applications were open for nominations for the 2019 awards. <http://www.norfolkbiodiversity.org/>

2. **District Councillor – Nicholas Copack** – no acknowledgement of invitation to attend.

3. **Norfolk Police** – report was circulated by email.

There had been incidents of trespass by a dog which had been roaming in the locality. It had attacked people and other dogs. Police were to be asked for advice on how to protect residents at home, out walking and at local public events.

18.102 ADJOURNMENT

It was agreed to adjourn the meeting to take comments from members of the public and Councillors with disclosable interests on agenda items.

Cllr Clabon stated the agricultural field located off The Street, Swafield, which was being used as the main AW compound and parking area for plant and machinery would not be “reinstated to its condition before the development was carried out” as indicated by AW at the previous meeting. It was the site for a new sewerage pumping station.

There were no further comments and **it was agreed** to return to the meeting.

18.103 PLANNING

1. Planning Applications received:

PF/19/0187 – Erection of single storey detached dwelling at Parc Haus, Knapton Road, Swafield, North Walsham NR28 0RP.

It was observed that the hogging, which could have been a temporary surface to allow access to the site, was not attractive.

It was agreed to support this application.

2. Planning Appeal

APP/Y/2620/W/18/3214119 - Notification of an appeal against the NNDC to refuse planning permission at The Plot next to The Kingdom Halls, The Street, Swafield NR28 0RQ was received. There were no changes to the Council’s original response against the proposal on Highway concerns

18.104 FIRST TIME SEWERAGE

It was noted that the scheme was ahead of schedule and that the work had been carried out proficiently. The wet and sandy nature of the land at Swafield had caused difficulties which had necessitated continuous pumping out and a specialist firm had been called in to help with the work.

18.105 POLLUTION TO THE LOCAL WATER COURSE

Contact had been made with the NNDC Environmental Office which suggested such incidents should be referred directly to the Environment Agency (EA). The EA agreed that Council should refer to it all reports it received of local environmental pollution. It was suggested that such incidents would become more obvious after the new sewerage system had been fully commissioned.

18.106 STANDING ORDERS 2019

It was agreed to adopt Standing Orders 2019 as circulated.

18.107 INTERNAL AUDITOR FOR 2019

It was agreed to appoint Mrs M Anderson-Dungar

18.108 JOB DESCRIPTION

It was agreed to approve the Clerk's job description.

18.109 FINANCE

1. Bank Reconciliation - the bank reconciliation as at 5th March 2019 with the Bank Statement No.0012 was approved. There was a balance in the bank of £11,974.12
2. Receipts – none
3. Budget - comparison of income and expenditure with budget forecasts was noted there were no matters arising.
4. Grants:
It was agreed to grant £200 to Trunch PCC being £100 each towards the maintenance of both Bradfield and Swafield graveyards.
5. Payments –
It was agreed to pay the following invoices by cheque:
Community Heartbeat - replacement pads - £50.40
R Calvert – pay and expenses - £497.28
HMRC – PAYE – £102.60
Norfolk PTS – annual subscription - £53.25
Trunch PCC – graveyard maintenance - £200.00

18.109 CORRESPONDENCE

1. Norfolk Vanguard – update circulated by email and possibly delivered to every residence – noted.
2. NNDC – Election guidance was noted and application forms distributed as required. These were also available from NNDC and online.
3. Carers Matter- letter was circulated and read out as requested. Clerk to request posters to display locally to raise local awareness of services available.

18.110 HIGHWAYS, DRAINAGE ETC

1. Potholes on Knapton Road to be reported again as a number were missed following last reminder to NCC Highways (*Copy to County Councillor*).
2. White lines not visible at Trunch Road junction with The Street and at the junction of Bradfield Road and Southrepps Road (*Copy to County Councillor*)

18.111 TO NOTE LATE CORRESPONDENCE, REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING

- Notice of deadlines for applications for the Calor Rural Community Fund for 2019 were noted. Information was circulated.
- Applications for grant funding from Swafield Village Hall for maintenance of the Village Green in 2018 and from a pupil of a local High School for contribution towards volunteer programme in Africa were received and would be considered at the next meeting
- Application for dispensation for members with pecuniary interest in Village Hall was referred to the next meeting

18.112 NEXT MEETING

The chairman confirmed that the Annual Parish Council meeting would be held in Swafield Village Hall on **Tuesday 14th May 2019 at 7.00 pm**

18.113 CLOSURE OF THE MEETING

There being no further business the chairman closed the meeting at 8.35pm

Chairman:

Date: