



# Swafield and Bradfield Parish Council

## MINUTES OF ORDINARY PARISH COUNCIL MEETING

Tuesday 16<sup>th</sup> November 2021 starting @ 7pm

Swafield Village Hall

Elaine Pugh - Clerk to Swafield and Bradfield Parish Council

swafieldandbradfieldpc@gmail.com 01692 402998

**Councillors in attendance:** Charlie Silvester (Chair), Tim Payne, John Amies and Gaynor Rawlings

**Others in attendance:** Ed Maxfield – NCC

---

### MINUTES

- 1. APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.  
Apologies were received from Robert Clabon, Mick Starling and Ernie Alexander – personal reasons – accepted by the Council
- 2. DECLARATIONS OF INTEREST AND DISPENSATION -**  
To receive declarations of interest in agenda items and individual dispensations  
No declarations were received or individual dispensations requested.
- 3. MINUTES -** To approve minutes of the ordinary meeting 14<sup>th</sup> September 2021  
These had been circulated and it was resolved that they be signed by the Chair.
- 4. ADJOURNMENT -** To adjourn the meeting to receive reports from County Councillor, District Councillor, Members of the public and those with a disclosable interest on agenda items  
It was resolved that these item be deferred as required.

### 5. FINANCE

- 1. To receive bank reconciliation and note receipts and review reserves**  
The bank reconciliation was received and agreed. Reserves were noted.
- 2. To approve payments and sign cheques**

| Payee                      | Amount          |
|----------------------------|-----------------|
| Came & Company             | 351.96          |
| Public works loan          | 159.79          |
| IC0                        | 40.00           |
| Elaine Pugh sal / expenses | 423.84          |
| HMRC                       | 75.60           |
| Tavern Tasty (Defib)       | 75.00           |
| <b>Total cheques</b>       | <b>1,251.19</b> |

Signed external

Direct Debit

Direct Debit

***It was resolved that the cheques be signed. The Direct Debits were noted.***

3. **To consider contribution towards Defibrillator electricity at Tavern Tasty**

Members had raised the question regarding the contribution towards the electricity located at Tavern Tasty. Although all agreed it used minimal resources that as a gesture of goodwill a contribution of £15 per annum be made and back dated to when the unit was installed in 2016. It was resolved that the Council make a 5 year payment of £15.00 totalling £75.00 and going forward that a yearly amount of £20.00 be made to recognise the support that this business gives to our community.

4. **To consider budget and set Precept for 2022-2023**

The Clerk had circulated the budget and it was clearly evident that there was no requirement to increase the Council's precept this year. It was resolved that the precept remains at £5,500 and the Clerk would inform NNDC of this.

6. **CLERK REPORTS & MATTERS ARISING** - to receive information on matters arising from the meetings not mentioned elsewhere on the agenda

1 **SAM2** – figures circulated

The figures had been circulated to Members 17<sup>th</sup> September to 2<sup>nd</sup> November 2021

Trunch Road – total 66,771 vehicles 85<sup>th</sup> percentile 34.5mph with the average speed at 29.49. The unit is now located at The Street.

2 **Bradfield Common** – resident follow up/meeting to be arranged.

3. **NCC Parish Partnership Scheme** – bus shelter application completed

4. **Siting of mobile home located at the Orchard, Common Lane together with installation to main sewerage** – Being taken to planning meeting – date to be advised. The Clerk and Chair would attend on behalf of the Council. The Bradfield community were monitoring this situation closely.

5. **Defibrillator** – operational now being managed by Ernie Alexander. 3 members of the Council had attended a CPR/Defibrillator course at Southrepps held by the Air Ambulance. All had learnt a great deal and were better informed.

6. **BT Telephone box** – written to Village Hall

The village hall committee verbally informed that they did not wish to purchase the BT Telephone box. This would be confirmed in writing.

7. **Meeting dates for 2022**

These were circulated and the January and September dates would be altered and re-circulated and then placed onto the notice boards/website.

**HIGHWAYS MATTERS**

**It was resolved to open the meeting for Ed Maxfield** to give his report which covered Electric Vehicle charging and to inform NCC's council tax increase would be 3% for 2022/2023. A suggestion was put forward that the Parish Council works with Mundesley and Knapton Parish Council to design a traffic calming scheme. This would form part of a plan to secure funding from the new initiative from NCC whereby £10k would be available towards projects which do not normally fall within the Highways standard criteria. Bids are currently being received in West Norfolk with North Norfolk in year two. The proposals would need to evidence, demand and impact the proposed scheme would have. The Clerk would contact the other parishes in order to try and develop an overall plan.

8. **Repair of tarmac along The Street** – these works had been completed.
9. **Meeting with Knapton and Trunch Parish Councils re SAM2 and speed along the Knapton Road**  
As yet there had been no response and the Clerk would follow this up again. EP
10. **Replacement SAM post adjacent to bridge - 900193669**  
The pole had now been replaced however, there appeared to be no bracket. The Clerk would investigate and if not in place would request that Highways arrange for this to be done. EP
- Resolved to close the meeting to the public.**

**7. TO CONSIDER AND REVIEW PLANNING**

| No      | Location  | Response    |
|---------|---|-------------|
| 21/2624 | <b>The Granary, Bradfield Road</b><br>Change of use of barn to provide ext to dwelling and further conversion of barn to provide domestic swimming pool, gym and changing area, along with bat loft | No comment  |
| 27/2719 | <b>Land next to Tavern Tasty, The Street</b><br>Erection of office/storeroom -  | Objected to |

**8. TO RECEIVE CORRESPONDENCE AND ITEMS FOR NEXT AGENDA**

|   |                          |
|---|--------------------------|
| Ed Maxfield's report                            | Circulated               |
| Stalham & Smallburgh First Responders           | Confirmed charity        |
| NN Community Charity – request for donation     | No thank you             |
| ICO – confirmation of registration and payment  | Noted                    |
| Lord Lieutenant's Office - plaque               | Circulate – no thank you |
| Norfolk Police – update of monthly figures      | Circulated               |
| Ed Maxfield – Road safety scheme - Highways     | Circulated               |
| NNDC – Queen's Platinum Jubilee Celebrations    | Circulated               |
| Country Broadband – improving broadband network | Invite to next meeting   |
| Greg Hayman – NNDC – review of CL/21/0566       | Circulated               |

**9. REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING**

4-5 pot holes at the entrance to the field where the SAM2 unit is where The Street meets the Knapton Road. Roundels were still outstanding – Ed Maxfield would investigate and report.

A new architect had been appointed by the Village Hall Committee and there would be a presentation held to review the planning of the proposed extension to the Church. The date would be advised.

**10. NEXT MEETING** - to confirm date of next ordinary meeting – 7pm  
18<sup>th</sup> January 2022 at Swafeld Village Hall

There being no further business the meeting concluded at 8.01pm.

