



# *Swafield and Bradfield Parish Council*

**Minutes of the Ordinary Meeting held in the Village Hall, The Street, Swafield,  
On Tuesday 15<sup>th</sup> November 2022 – commencing at 7pm**

## **Present**

### **Parish Councillors:**

Charlie Silvester (Chair), Ernie Alexander, John Amies, Gaynor Rawlings,  
Timothy Payne and Bob Clabon

### **Other attendees:**

1 member of the public

## **MINUTES**

1. **APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.  
Apologies were received from Michael Starling - personal and these were accepted by the Council.
2. **DECLARATIONS OF INTEREST AND DISPENSATION-**  
To receive declarations of interest in agenda items and individual dispensations  
Tim Payne declared a prejudicial interest in Agenda item 5.4 – donation to the Church as a Church Warden. Dispensations had been previously granted in relation to the donation to the Village Hall Agenda item 5.5.
3. **MINUTES** - To approve the minutes of the Ordinary meeting of Tuesday 18th October 2022 – These had been circulated and it was resolved that they be signed by the Chair.
4. **ADJOURNMENT – to receive NNDC & NCC and comments from members of the public and those with a disclosable interest in Agenda items**

**Resolved to open to the public.**

Tim Payne spoke about the financial status of St Giles Church and that any contribution towards grass maintenance items would be welcomed.

**Resolved to close to the public.**

## **5. FINANCE**

### **5.1 To consider and review budget and set Precept for 2023-2024**

The budget had been circulated in advance of the meeting and members understood that the Council had good reserves going forward. It was resolved that the budget be accepted and the Precept maintained at £5,500.

EP

- 5.2 To receive bank reconciliation and note receipts and review reserves**  
Members received the bank reconciliation and noted the reserves held at the bank.
- 5.3 To approve payments and sign cheques**

Payee	Amount
Westcotec - bus shelter	7,560.00
Elaine Pugh	277.95
HMRC	45.00
CHT Defibrillator	Withdrawn
St Giles Church	£400.00
Swafield Village Hall	£200.00
Norfolk Wildlife Trust	£500.00

It was resolved to sign the cheques after the meeting enbloc due to the grants being made at Agenda item 5.4, 5.5 and 5.6.

The Clerk informed that although the defibrillator had been ordered that a funding opportunity had arisen and this would be investigated further.

- 5.4 To consider donation to St Giles Church, Bradfield - £375**  
After discussion and various amounts being suggested it was resolved that a donation of £400 be agreed.
- 5.5 To consider donation to Swafield Village Hall – grass cutting - £200**  
The Council noted the substantial high reserves held by Swafield Village Hall and it was explained that these were being utilised for the architects costs at the proposed Church Hub together with maintenance of the Village Hall. It was resolved that a donation of £200 be made towards the grass cutting of the Village Green and around the Village Hall.
- 5.6 To agree contribution to Tavern Tasty for housing the Defibrillator (£20 per annum agreed as yearly payment November 2021 Minutes)**  
It was resolved that the £20.00 contribution be made.

## 6. TO CONSIDER AND REVIEW PLANNING

Number	Address	Proposal	Response
22/2475	Keadu House, The Street	Single storey front ext to dwelling	No objections

## 7. CLERK REPORTS & MATTERS ARISING – to receive information on matters arising from the meetings not mentioned elsewhere on the agenda

### 7.1 SAM2

The figures had been circulated to members and are listed below:

PERIOD FROM	PERIOD TO	LOCATION	TOTAL NUMBER VEHICLES	85th PERCENTILE MPH	50th PERCENTILE MPH	AVERAGE SPEED MPH	NO OF VEHICLES AT 85TH PERCENTILE
02.10.22	02.11.22	Wayside, The St incoming	68,840	31.7	26.9	26.7	58,514

### 7.2 Relocation of Post box

The Clerk would remind Royal Mail again as no response had been forthcoming.

EP

- 7.3 Bradfield** – Defibrillator – ordered however, it had come to light that funding was available for this from a Cricket charity – the Clerk would investigate and report back. Bradfield Cricket Club had been informed the conditions of the purchase – the Council would purchase the item and buy consumables. Bradfield Cricket Club would be responsible for housing the unit, uploading the information, maintenance and electricity utilised. EP
- 7.4 Online banking application**  
The Bank required additional information and the Clerk had to complete another lengthy form. EP
- 7.5 NCC Community Road Safety Scheme**  
The Chair and Clerk together with the Chair of Knapton Parish Council met with Highways to view the proposed project and survey the route. The document produced by the 3 Parishes had been forwarded to the Highways Team. The feedback from this was that Highways would not consider a 20mph through Swafield or the 40mph along the Knapton Road as this did not fit the criteria for the initiative and would exceed the budget allowance per County Council member. However, the proposal for a 40mph from Knapton to Mundesley would be considered. All Councillors were disappointed with the outcome especially after Swafield Bridge had been hit again and now had traffic lights. The requested 40mph from the Street along the Knapton Road would be monitored.
- 7.6 Meeting dates for 2023**  
The Clerk circulated the meeting dates for 2023 however, all agreed that 4 meetings per annum would suffice. Extra-ordinary Meetings could be called as required. The Clerk would re-align the 2023 dates and forward to members accordingly. This action would need to be resolved at the next Parish Council Meeting in 2023. Agenda

## 8. TO CONSIDER AND REVIEW

### 8.1 Financial Standing Orders

Amendments were discussed and it was resolved that the changes be agreed. The Clerk would alter and amend the dates accordingly. EP

### 8.2 Standing Orders

Amendments were discussed and it was resolved that the changes be agreed. The Clerk would alter and amend the dates accordingly. EP

## 9. TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING OCTOBER-NOVEMBER – CORRESPONDENCE RECEIVED

Grant applications– Swafield Village Hall & St Giles Church	Circulated & Agenda
Councillor re accident and mobile signal	Noted and will investigate mobile signal and report back
NNDC – Precept request	Agenda
Resident re usage of mobile home at Common Lane	Directed to NNDC
Ed Maxfield monthly report	Noted
Dial A Ride – information and costs	Notice board
The Four Parishes Road Safety Initiative	Circulated and noted
NNDC – Town & Parish Engagement Forum	Circulated
Stalham Town Council – support for the Infrastructure Levy	Clerk to write to MP Duncan Baker to support
Resident regarding additional mobile homes in Parish	Clerk to write to planning

Members discussed the accident at Swafield Bridge and noted that the Chair had been pro-active in persuading Highways to place traffic lights at the location and not close the road/bridge. Closure would cause immense difficulties to local residents and businesses with a long detour in place. The situation would be monitored and pressure kept on Highways with regards to the commencement of works.

Information in relation to funding for maintenance of the Churchyards would be investigated. EP

Community/ Village Celebrations for King Charles III's Coronation. Agenda

**10. NEXT MEETING**

Due to the move to quarterly meetings the next date would be confirmed.

There being no further business the meeting concluded at 8.30pm