



Swafield and Bradfield Annual Parish Meeting

Minutes of the Annual Parish Meeting held on Tuesday 8th March 2022 starting @ 7pm
held @ Swafield Village Hall

Charlie Silvester – Chair of the Parish Council chaired the meeting

7 Parishioners attended the meeting

1. To confirm the Minutes of the last Annual Parish Meeting held on 9th March 2021

These were agreed and it was resolved that they be signed by the Chair.

2. Annual Report from the Chairman of Swafield and Bradfield Parish Council

The last year has been a very challenging year for everyone, especially with Covid still about. The bridge by the entrance to the mill was repaired by Highways. There were several planning requests in the village and appropriate action on these were taken when deemed necessary. The ongoing situation with the mobile home at Bradfield came to a conclusion with a partial victory for the council and the immediate neighbours with the unit not being able to be utilized for residential use.

The community speed watch is still active in the Parish but maybe it could be more frequent. There is still speeding through the village despite the presence of the SAM2 being sited at different locations within the village on a monthly basis.

Bradfield & Swafield Parish Council has joined with Knapton and Mundesley Parish councils to form the three parishes joint road safety initiative, along with our county Councillor Ed Maxfield on board. The aim of this initiative is to try and get a reduction of the speed limit between Mundesley to Swafield, also to reduce the speed limit through Swafield village. Trunch Parish Council were invited to join this initiative but after being contacted several times disappointingly they have as yet not responded.

I would like to thank our county Councillor Ed Maxfield who has attended most meetings over the last year. With his help we have managed to hopefully obtain funding for a bus shelter to be erected on the Trunch road as requested by some of the parishioners. Greg Hayman our District Councillor has been disappointingly absent from our meetings along with his lack of reporting content.

The upkeep and monitoring of the village defibrillator is in the capable hands of Councillor Ernie Alexander and is checked on a weekly basis.

The council will continue to assist the Swafield Village Hall committee in their attempt to turn St. Nicholas church into community hub. In concluding I would like to thank our Clerk, Elaine Pugh, for all her hard work she has put in throughout the past year and also my fellow Councillors for their help and support during the past year.

3. Annual Reports

Village Hall Management Committee and Parochial Church

There was no written report provided due to time constraints but the verbal report covered the Fete which would be held on 12th June at Swafield Hall.

The Trunch Benefice are raising funds for Ukraine and the Diocese have agreed to visit the Church to assess the project.

4. Open Forum

A member of the public thanked the Council for their support to develop St Nicholas Church into a community hub.

There being no further business the meeting concluded at 19.05pm and continued with the Ordinary Parish Council Meeting.

CHARLIE SILVESTER – CHAIR

DATE



Swafield and Bradfield Parish Council

Minutes of the Ordinary Meeting held in the Village Hall, The Street, Swafield,
On Tuesday 8th March 2022 following the Annual Parish Meeting

Present

Parish Councillors:

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

Also in attendance:

1 member of the public

MINUTES

- 1. APOLOGIES FOR ABSENCE** – To note and approve apologies received by the Clerk prior to the meeting.
There were no apologies all members were present.
- 2. DECLARATIONS OF INTEREST AND DISPENSATION-**
To receive declarations of interest in agenda items and individual dispensations
There were no declarations or dispensations received.
- 3. MINUTES** - To approve minutes of the ordinary meeting 18th January 2022
It was resolved that these 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 to open the meeting to the public.

The Clerk read out Ed Maxfield's monthly report.

A member of the public spoke about their concerns with the lack of support on a planning application.

The Clerk detailed that the Council works as a corporate body and that all decisions made have to be on a majority basis. Planning is delegated to the Clerk who then assesses the feedback from Councillors and then inputs the decision of the Council to NNDC. In this instance one Councillor had a disclosable interest and was unable to participate; there was also not a majority to support an objection and therefore no comment was made by the Parish Council. The Clerk had urged those Councillors who supported an objection do so as private individuals and on a personal level.

It was resolved to close the meeting to the public.

5. FINANCE

1. To receive bank reconciliation and note receipts and review reserves

The bank reconciliation was agreed and receipts and reserves noted.

2. To consider donation to CAB (donation 19-20 £100 / 20-21 £0)

It was resolved that £100 be donated to CAB.

3. To approve payments and sign cheques

Payee	Amount
Elaine Pugh – Clerk	443.30
HMRC	84.20
Norfolk CAB	100.00
Total cheques	£627.50

Resolved to pay enbloc.

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

1. **SAM2** – the figures were circulated and a spreadsheet had been designed to monitor the outputs on a regular basis. This information would be supplied to the two other parishes in the group for further analysis. EP

2. **Bradfield Common** – resident follow up/meeting/works carried out
A working party had actively undertaken works on the common with approximately 12 volunteers on behalf of NWT. The Clerk would now re-arrange the meeting with the resident. EP

3. **NCC Parish Partnership Scheme** – bus shelter application completed.
The outcome would be known by May 2022.

4. Siting of mobile home located at the Orchard, Common Lane together with installation to main sewerage 21/0566

Clerk attended the Planning Meeting with 2 Councillors and spoke for the community on this matter. The CLD was allowed however there is to be **no residential use of the mobile home.**

Use would be closely monitored by the local community.

5. **Defibrillator** – operational now being managed by Ernie Alexander. The old pads would be forwarded to CHT for their training use.

6. **BT Telephone box** – this was due to be investigated to assess how the unit could be removed when required.

7. **Relocation of Post box** – written to Post Office and waiting response.
The Clerk would remind the Post Office again. EP

HIGHWAYS MATTERS

8. **Meeting with Knapton and Mundesley Parish Councils re SAM2 and speed along the Knapton Road** – A 3 way meeting was held which was attended by the Clerk and Chair along with Ed Maxfield. The aim was to pull together a proposal to actively reduce speed from the bridge at Swafield through to Mundesley. It was hoped to start with a 20mph through Swafield then to a 40mph along the Knapton Road and into Mundesley. It was aimed to have this ready for the funding which would be available via NCC later on in the year. The SAM 2 will be downloaded and that information will help to support this application. The SAM 2 units are being co-ordinated on a monthly basis to be moved and turned round together.

It was hoped that Trunch would be involved and the Clerk would re-contact the Council. It was anticipated that a further meeting between the Parishes would be held in April. EP

9. Highway issues reported

201269 - Road edge by pig structures – no action to be taken

202270 – Pot holes along the Knapton Road – being investigated

7. TO CONSIDER AND REVIEW PLANNING

Swafield Barn, Knapton Rd	Raised decking area to rear of dwelling (retrospective)	No comment from Council
Swafield Barn, Knapton Rd	Retention of works associated with decking area to rear of dwelling (retrospective)	No comment from Council

8. TO RECEIVE CORRESPONDENCE AND ITEMS FOR NEXT AGENDA

NNDC – Certificate of Lawful Existing Development – CL/21/0566 – granted NOT FOR RESIDENTIAL USE	Circulated
Duncan Baker – February news	Circulated
Ed Maxfield's – February report	Circulated
Resident(s) from Bradfield – thank you re 21/0566	Noted
Proposed submission plan – Local Plan	Noted
Knapton Parish Council – re speeding project	Noted
Norfolk Training & Support	Noted
Norfolk Police – monthly newsletter	Noted

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

There were no reports forthcoming.

10. NEXT MEETING ANNUAL PARISH COUNCIL MEETING – TUESDAY 10th May 2022 commencing 7pm at Swafield Village Hall

There being no further business the meeting concluded at 19.47pm.

CHARLIE SILVESTER – CHAIR

10th May 2022