



Swafield and Bradfield Parish Council

**Minutes of the Ordinary Meeting held in the Village Hall, The Street, Swafield,
On Tuesday 18th October 2022 – commencing at 7pm**

Present

Parish Councillors:

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

Other attendees:

Ed Maxfield – NCC and 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 Mr Bob Clabon - 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
There were no declarations or dispensations received.
- 3. MINUTES** - To approve the minutes of the Ordinary meeting of Tuesday 12th July 2022
It was resolved that these 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 the meeting to the public.
Ed Maxfield had circulated his report. There was additional funding for the bus service provision and it was expected that the majority would be targeted within Norwich. If anyone had any ideas or suggestions for improvements please participate in the consultation. Salary reviews for Council employees are negotiated nationally and trying to balance the budget will be extremely difficult. The budget process has already commenced and it will be hard especially without raising the tax request.

A member of the public spoke about their opposition to the purchase of a second SAM2. They were thanked for their comment and this matter was due to be discussed later on in the meeting by the Council.
Resolved to close the meeting to the public.

5. FINANCE

5.1 To receive bank reconciliation and note receipts and review reserves

The bank reconciliation, receipts and reserves were noted and agreed.

The Clerk informed that the monies from the NCC Parish Partnership for the bus shelter should have been received into the Council's bank account however, the latest bank statement did not reflect this.

5.2 To approve payments and sign cheques

Payee	Amount
Gallagher (insurance)	367.05
Elaine Pugh	679.16
HM Revenue & Customs	126.50
UK - Public Works Loan	155.87
Total cheques	1,328.58

Resolved to sign enbloc.

5.3 To confirm and agree application - delegated online banking access

It was resolved that the application be agreed and the paperwork duly signed. The Clerk would forward this to the Bank. EP

5.4 To consider and agree donation to NWT of £500 towards works at Bradfield Common

A request had been made by NWT for a contribution towards the works undertaken at Bradfield Common. Members agreed that £500 be donated to this initiative. EP

5.5 To consider application to the NCC Parish Partnership Scheme to support the purchase of an additional SAM2 - £2,000

Members discussed this at length and it was considered that the Village did not have sufficient locations for another unit. There was not enough manpower to keep moving the unit on a regular basis as it was time consuming and took two Councillors to complete the task.

6. TO CONSIDER AND REVIEW PLANNING

22/1916	Oak Tree, Bradfield Common	Erection of single-storey side ext with balcony and reconstruction of conservatory with balcony	No objections
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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 and there appeared to be a large increase in the number of vehicles entering Swafield.

From	To	Location	Volume	85th	50th	Average	Total at 85th	Highest Speed
02.09.22	02.10.22	Quaker-bridge (inc)	80,875	35.5	29.0	29.1	68,744	60

7.2 Bradfield Common – The Clerk had left several messages and emails however, no response had been forthcoming from the resident.

7.3 Relocation of Post box – chased Post Office again there was still no response from the Post Office. Clerk would remind them again. EP

7.4 Installation of new bus shelter

This had been installed and payment was due. There was a mix up with the finance to be received by NCC. The original funding had been sent to the incorrect Council however, the funds should be received imminently by Swafield and Bradfield Parish Council.

7.5 Bradfield – Defibrillator – meeting held between Clerk, Chair and Club

The location for the unit was agreed and it was accessible to the wider community. It was further agreed that Bradfield Cricket Club would be responsible for the installation, electric supply and weekly checks. The Council would be responsible for the ongoing maintenance of ancillary items and the insurance. The Clerk would write to the Cricket Club to confirm the details. EP

8. NCC Community Road Safety Scheme

To agree actions for the application of the proposed 4 way Parish initiative Swafield-Knapton-Trunch-Mundesley reduction in speed. 20mph from Swafield Bridge at The Street and 40mph at the Knapton Road.
(information already circulated)

The document prepared by Swafield and Bradfield Parish Council had been forwarded to Knapton Parish Council who were coordinating the meetings and submitting the information. All the individual Council proposals would be put together in one document in order to have a cohesive approach for the application. It was understood that one application would have more impact and be more cost effective than 4 separate schemes.

Swafield and Bradfield Council had been informed numerous times of the issues facing road users along The Street and the dangers they face walking to the local facilities. A separate meeting had been held between the residents and Ed Maxfield approximately 18 months ago, highlighting the difficulties they endured. Homes along The Street shook when vehicles and HGVs went past as their properties faced directly onto the road. The other issue was the exiting out of Bradfield Road onto The Street when turning right towards North Walsham which was extremely hazardous. Residents also suffered exiting their own properties.

Members discussed this proposed document at length and the merits in both speed limits were supported however, it was considered that more weight should be placed on the 40mph along the Knapton Road. It maybe that a feasibility study should be carried out along The Street. However, it was agreed that slowing the speed down generally was a positive step and that one restriction helped in tandem with the other. Swafield Bridge was the gateway to the coast and vehicle counts were increasing with 80,875 in the period 2nd September to 2nd October.

The Clerk emphasized strongly that the Council needed to have a co-ordinated and unified approach for this application and that there was a long way to go.

9. TO CONSIDER AND REVIEW

9.1 Financial Standing Orders

9.2 Standing Orders

These were circulated to members in hard copy form for their review and would be placed onto the next Agenda for any amendments to be made. Agenda

10. TO NOTE LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING

SAAA 2022- opt-out option External Auditor - AGAR	Noted
Resident re overnight stays at Caravan, Common Lane	Informed NNDC
Closure of Trunch Post Office	Letter of support
NCC – road closure – Bradfield Common	Circulated
NCC Highways Inspections	Noted
NWT Bradfield Common and ponds	Noted
Resident re Oak Tree on Bradfield Common	Advised
UK Debt Management Office – loan repayment	Noted
NCC – potholes – The Street – does not meet criteria	Noted

The pot hole near to the bridge needed re-filling and Ed Maxfield would report this to Highways.

Discussion took place regarding the Village celebrations for the Coronation of King Charles III. It was considered that the centre of the village would be appropriate however, Bradfield Cricket Club had also been offered as an alternative location.

Agenda

The Village Hall Fete would be held on 2nd July 2023.

The consensus of opinion for the budget and precept 2023-2024 was that it should remain in line with the previous year.

11. NEXT MEETING - to confirm date of next ordinary meeting – Tuesday 15th November 2022

There being no further business the meeting concluded at 8.30pm.