

BRADENHAM PARISH COUNCIL
Minutes of Bradenham Parish Annual General Meeting on
Tuesday 14th May 2024 at 7.30pm in the Village Hall

Welcome

Mr C Allhusen, Mr J Reading, Ms T Frost, Steven Parker and Michael Bell with the Clerk Mrs D Ruppert and Helen Crane (District Councillor) plus 7 Residents.

Apologies received from Lisa Johnstone, Victoria Short – Working, Ed Connolly- County Councillor and Pete Bates District Councillor

ELECTION OF OFFICERS

The PC had a secret ballot for Chairman and Vice-Chairman

Mr C Allhusen was re-elected as Chairman and **Mr J Reading** was re-elected as Vice-Chairman

Declaration of acceptance and undertaking of Office was signed by the Chairman.

Teresa Frost – Re-elected as Trustee to Bradenham Charity

Lisa Johnstone - Re-elected as Village Hall Committee member This was agreed by the rest of the PC

FINANCIAL STATEMENT FOR YEAR ENDING 31ST MARCH 2024

RECEIPTS

Precept	8000.00
Speed Signs	10.00
VAT Refund	2307.96
Cricket Club Fee	350.00
PCC Grass Contribution	969.28

PAYMENTS

Community Heart	56.95
Bradenham Hall Farm -Footpath	368.00
Westcotec – Battery	84.00
T TSR Grass Cutting + Moles	4330.15
Clerk – Wages	801.34
PAYE	180.40
Westcotec – Speed Sign Brackets	208.00
Zurich Insurance + Inspection	1107.92
Glasdon – Grit Bin-Mill Hill	259.87
TTSR – Fit Grit Bin	200.00
Horticultural Club - Donation	100.00
ICO – Data	35.00
Breckland - Uncontested Elections	75.00
Wickstead – Parts	369.74
Eastern Daily Press – By Laws	565.09
Village Hall – Rent	60.00
TTSR – Remove Branches etc	400.00
Everweb – Parish Site	25.00
City Company – Seal	29.99
Gov UK – Title & Plans	6.00
Domain Name – 2 Years	15.22
VAT	1321.30

	£10598.97

£11637.24

SUMMARY

	2020	2021	2022	2023	2024
	£	£	£	£	£
Precept	8000.00	8000.00	8000.00	8000.00	8000.00
Interest Credited	9.94	12.22	4.54	0.47	0.00
VAT Refund	2396.68	953.75	1416.68	2866.02	2307.96
Other Income	1467.54	3979.45	7091.00	4329.87	1329.28
Balance C/F	5986.82	9539.34	11169.16	8679.25	6906.18
Expenditure	8321.64	11315.61	19002.12	17643.60	10598.97
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Balance	9539.34	11169.15	8679.25	6906.18	7944.45

The Clerk presented the above statement of the Parish Councils' finance for the year ending 31st March 2024, showing income for the year of £11637.24, expenditure of £10598.97 and a balance carried forward of £ 7944.45. This was approved by the Parish Council

CHAIRMAN'S REPORT 2024

I would like to thank all our Parish Councillors for their work, done on your behalf, over the past year, and especially our Vice-Chairman Julian Reading, and Clerk, Dee Ruppert.

I would like to thank Edward Connolly, our County Councillor, and our District Councillors, Helen Crane & Peter Bate for the work they have put in on our behalf during the year.

Last year was a particularly quiet year in Bradenham, with little happening out of the usual. The new Byelaws were finally authorised and signed. A copy of these are on the Village website and will shortly be in the Mardle.

I would like to thank our Speed watch team who continue their good work moving the signs and keeping an eye on speeding motorists.

The issue of the Lord Nelson and the Asset of Community Value is once again up for discussion as the five year period of the first notice has expired and the Parish Council are seeking to renew it.

It has been sad to say goodbye to Roger & Mary Wells, who together with their army of litter pickers kept the streets, roads, and Village Green of Bradenham so tidy and clear of litter; I hope someone will take over their job! I am sure that this will appear in the Mardle.

Bradenham escaped the worst of the winter weather and although there was flooding in the village and the ford had more than its usual victims, I don't believe that any houses were flooded; if they were, I apologise. I see that Highways have put up a flood warning sign at the top of Bradenham Hill, but anyone would likely forget it by the time they actually reached the ford!

Our precept remains the same as last year at £8,000. As you can see from the financial statement, our two largest items of expenditure were the usual Village Green insurance and the grass cutting of the green and churchyards

That concludes my report. Any questions please?

BRADENHAM CHARITY REPORT 2024

Bradenham Charity owns the Meadows and Allotments on Half Mile Drift and manages a small portfolio of investments.

The Higher-Level Environmental Scheme on the meadows has been extended by DEFRA for another five years. This scheme pays for the meadows to be retained as a haven for wildlife. I am also pleased to see that we still have full occupancy on the allotments, and even a short waiting list. I would like to thank Teresa Frost who is the allotment secretary and looks after all the allotment holders.

The Charity repeated the support we give to parents of Bradenham children at schools in Shipdham and Scarning with the cost of their uniform in moving up to High School, as well as supporting Bradenham Retirement Club. The Chairman of the Charity is Cathy Norton and the Parish Council appointed Trustee is Teresa Frost. Any organisation, or individual, in the village is welcome to put forward suggestions for help with their funding to the Trustees, all of whom I would like to thank for their work on the Charity.

That concludes my brief report. Any questions please?

District Councillor's Report – Helen Crane ANNUAL REPORT

I am very pleased to bring you the annual report from Breckland Council as I continue to serve the villages of Saham Toney, Carbrooke, Bradenham, Scoulton and Ovington.

A few key achievements from your council are as follows:

We have funded £25,000 to plant 2,400 trees at Oxburgh Hall for a Woodland of Thanks to recognise sacrifices made during the Covid pandemic. The trees will also help with biodiversity and removing greenhouse gases from the atmosphere.

To increase our tree canopy cover, we've secured, and have started to distribute, DEFRA funding of £26,400 for the planting of community orchards within our District.

To help reduce CO2 emissions, we have continued work to roll out electric vehicle charging points in our District and approved the installation of solar panels at Dereham Leisure Centre, saving 47,000 KG of CO2 per year.

We have agreed a New Green Tariff reducing our CO2 emissions for electric to zero and secured £530k in decarbonisation grants to reduce carbon emissions in our leisure facilities.

Replaced 1673 streetlights with energy efficient LED bulbs.

We are committed to reduce environmental crime and increased the maximum penalties for fly-tipping up to £1,000. There have been over 160 actions taken against fly tipping. Support for community litter picks continue and 30 groups have been supported to do this.

To enable composting, we now have over 25,818 residents subscribing to brown bins. This is nearly 40% of our households benefiting from the service, and together composting nearly 10,000 tonnes of garden waste each year.

We continue to offer a flexible, reliable, and cost-effective business waste collection and disposal service for Breckland, we've exceeded our customer growth target by 15%, now having more than 305 customers and £220k gross income.

To help reinvigorate our local market towns, we've launched our Love Your Market Town scheme, awarding £5k grants to support ideas and initiatives which will generate footfall and activity into local town centres in Breckland.

A new Business Support Scheme was launched for small businesses and community organisations. The funds helps businesses diversify or grow, bring more customers to the area or to support social economic and local growth through innovation.

The Queen Mother's Garden in Dereham was revamped and is a beautiful place and was awarded the British Association of Landscape Industries Regeneration Scheme Award.

Working together with The Wayland Partnership with funding from Norfolk County Council we are forming plans to develop a Digital and Creative Media Centre in Watton.

We've completed the restoration of four of Swaffham's historic buildings with funding from the Heritage Action Zone

To provide individuals and families who are homeless with a safe and secure place to stay, we've purchased new temporary accommodation units within our District.

Acknowledging our exceptional care and dog warden services, we received the RSPCA Platinum Paw Prints award; the only Council in Norfolk to receive this accolade.

Ensuring residents have a say in how the land within Breckland should be used in the future, we've successfully adopted an update to the District's Local Plan and we continue to work on the new Local Plan.

We were nominated for a Norfolk Flourish Award, hosted by the Children and Young People's Strategic Alliance (CYPSA) acknowledging the impactful work in delivering mental health youth projects. In recognition for supporting the health and well-being of residents, we won the Health and Social Care Award at the 2023 Local Government Chronicle Awards. The award recognised work by the council, NHS, charities and partners to tackle health inequalities in Breckland.

To support survivors of domestic abuse in the local community we have committed to continue to support and fund the Daisy Programme until 2026.

We continue to grow our Mindful District Programme by adding a third village and a new training partner and trained over 300 mental health champions.

Aimed at fostering well-being among young people in the district, we've begun to deliver a new youth mental health programme through the Breckland Mindful District Partnership.

Providing access to fresh and affordable food options for our community-the model of the food bus will change but will continue.

To continue to deliver services which support people who have experienced domestic abuse, declining mental health or financial hardship, we've invested £1.1M of council funding over the next 3 years.

To help local groups commemorate the upcoming 80th anniversary of D-Day, we've made a total of £25,000 available to celebrate and mark this historic event.

In addition to our annual contribution to Citizens Advice, we've strengthened our partnership by funding two Debt Advisors, further supporting their vital debt assistance services.

Today's Report

Funding – Match funding grants for up to £5000 for community groups is now available. Applications must align with our inspiring communities outcomes and can be applied for via the Community Foundation or please get in touch if there are any questions.

At Cabinet yesterday the full update: preferred options of the local plan Reg 18 was approved. This will now go to consultation between 3rd June and 15th Jul. There will be on line sessions for Parish Councils

No Other Business

Meeting Ended : 7.50pm

Minutes of Bradenham Parish Council Meeting held on Tuesday 14th May 2024 in the Village Hall.

Mr C Allhusen, Mr J Reading, Ms T Frost, Steven Parker and Michael Bell with the Clerk Mrs D Ruppert and Helen Crane (District Councillor) plus 7 Residents.

APOLOGIES – Lisa Johnstone, Victoria Short – Working and Ed Connolly (County Councillor)

The minutes of the last meeting were signed by the Chairman as a true record.

DECLARATION OF INTEREST

Members are asked to declare any interest in the following items on the agenda. Dispensation is granted to all Parish Councillors in order to discuss the Precept and other financial matters.

PUBLIC SESSION

C.Allhusen asked why the government didn't use brown field sites for new homes? Helen Crane advised we only received the odd application. These sites are expensive to clean up so major building companies are not interested.

Residents from Mill Street asked if anything can be done about the flooding of a couple of the gardens during the bad weather. They had spoken to the owners of Huntingfield Farm who are happy to help. Could the ditches not be dug out and made deeper by highways? C.Allhusen did not think this would be possible and it might be best to see if the neighbours could get together and solve the issue.

MATTERS ARISING

Village Green Bylaws – All signed and Sealed

Highways – They have agreed for the speed sign post to be moved. Diana McMullen has cleared the ditch near St Marys.

T.Frost pointed out that the grass has again not been cut outside 34 Hale Road. It seems Highways have not put this on their route. Clerk will speak to Ed Connolly.

Cricket Club Lease – The Rector Laura, is not our official Rector, so cannot sign the lease. Lease now needs changing and then it can be signed by Diana MacMullen- Church Warden

Speed Signs – TTSR have agreed to move the Speed Sign Post but the resident that lives near does not wish the sign to be placed near his home. At present everything is on hold. Resident also asked if the speed sign volunteers were insured. The Clerk will ask the PC insurance.

Speed Sign Report

Background Over the years, at PC meetings, the subject of traffic speeds through Bradenham has been raised and discussed on numerous occasions. However, there has been no data available to enable a definitive conclusion to be drawn as to the extent of the problem. It was agreed to gather speed data around the village, to assess priorities, before a decision was made. Recently, it was realised that the speed signs recorded the necessary parameters to resolve this issue. Data recorded is: date, time (in 5 minute blocks), vehicle count and speeds (in 5 mph blocks). Collection and analysis of this data, from various locations and over a period of time, will enable an oversight of the speeds through the village which could lead to making a case for either more frequent visits from the Police traffic enforcement team or traffic calming measures.

There are 8 speed sign locations in the village: Church St x2, Hale Rd x4, School Rd and Mill St. Each location has 2 possible directions, east bound and west bound on Church St and Hale Rd, north bound and south bound on School Rd and Mill St. giving 16 possible data collection points.

Progress and results to date Three sets of data have been collected so far, the 2 Church St locations for traffic entering the village from Shipdham and one on Hale Rd, at the approach to South End, for traffic entering from Swaffham. highest speed recorded = 50 - 55mph. The 85th percentile is above 30mph at all 3 locations

The peak time for speeding on Church St is between 17.00 and 18.00 although this is not the peak traffic flow period. The highest speed at 55mph at 17.30. Based on this data, the Community Speed Watch team targeted Church St, between those hours, on May 10 and registered 11 vehicles travelling in excess of 35mph. The CSW team have previously arranged most of their sessions to be in the mornings and afternoons at school bus pick up and drop off times but are now aware that this late afternoon period also needs attention.

The highest speeds at the Hale Rd location seem to be at around 06.30, which would indicate that the problem is with one or habitual offenders. Whether these vehicles continue along Hale Rd or turn into School Rd will become clearer once more data is collected. Overall, speeds above 30mph are spread throughout the day with small peaks at commuter traffic times.

Bradenham Speed Sign Team

Church Street – Cars for sale and are blocking the pavement. Finally after numerous requests PC Clarke went to speak to Mr Playford. PC Clarke stated the car was parked on the verge and not in the way. Mr Playford was not available but his partner is aware that residents are not happy and is trying to abide by their requests. The Clerk replied to PC Clarke advising that a wheelchair and similar would not be able to get past because the verge is not a showroom. At present PC Clarke has not replied.

ACV Lord Nelson – The Clerk filled in the forms before the expiry date and we have sent all the extra information that has been requested. No further news yet

Flooding near Comar Lane – C Allhusen emailed Mark Rackham Farm Manager of Hill Farms. They very kindly went out and cleared the ditches.. They have dug the culvert grate out on the south side at Comar Lane, and cleared carpet out of the ditch on the North side where it passes under the road, which should alleviate the problem there. The ditch on the south side is a holding ditch and doesn't seem to be piped anywhere. They have also cleared other parts of the road. Chris thanked them for their hard work.

The Clerk wrote to Highways and they looked at the area and have also cleaned out the culvert. They advised that landowners are responsible for some of the pipe work.

CORRESPONDENCE

Audit – Sign section 1 before section 2 - The Clerk prepared the audit and this was signed by the Chairman with the approval of the Parish Council. Section one was agreed and signed before section 2 of the Audit form. The Clerk again will be sending in a certificate of exemption because we can confirm that we neither received gross income nor incurred gross expenditure, exceeding £25,000 in the year. This would mean the audit would still need to be completed but we will not need to send it to the auditors and this will save us £200. The internal audit was very kindly carried out by Serena Barnes (Bradenham Hall Farm Secretary). The PC thanked Serena.

PLANNING

APPLICATION :- Front/side two storey, rear/side single storey extension and detached front two storey cart shed (first floor for storage/games room) – Walkers Cottage West End by Mr & Mrs J Gamble **No Objection**

APPROVAL :- Proposed removal of existing side extension and construction of new single storey side extension and detached garage Manor Farm **No Objection**

Proposed removal of existing side extension and construction of new single storey side extension and detached garage Manor Farm
Listed Building Consent No Objection

Front/side two storey, rear/side single storey extension and detached front two storey cart shed (first floor for storage/games room) – Walkers Cottage West End by Mr & Mrs J Gamble **No Objection**

FINANCE:-

Opening Balance Lloyds - £7821.10

Expenditure

Everweb – Parish Site	25.00
Company Seal	35.99
GOV UK – Title & Plan ACV	6.00
Village Hall -Rent	60.00
Clerk Wages	209.72
PAYE	47.40
Bradenham Hall Farms-Footpath	441.60
Domain Name x 2 years	15.22
ICO Data Protection	5.00
On last minutes £30	
Should have been £35	

£ 845.93

Income

PCC Grass Cutting	969.28
Precept	4000.00

£ 4969.28

Balance £11944.45

ANY OTHER BUSINESS

Teresa thanked Julian for the village green tree planting.

S.Parker asked from reporting a pothole online to highway, how long will it take them to repair?

Clerk advised that you should received an email stating what action will be taken and then if they agree to fill the pothole it could take up to 6 months.

Peter Clements stated that spare parts were needed for the Defibrator at the Football/Bowls Club, he wondered if the clubs should purchase them or the PC? C.Allhusen said Bradenham Charity could fund these, T.Frost will sort this out.

NEXT MEETING **Tuesday 13th August 2024** **Tuesday 12th November 2024**
Tuesday 11th February 2025