

**BRADENHAM PARISH COUNCIL**  
**Minutes of Bradenham Parish Annual General Meeting on**  
**Tuesday 24th May 2021 at 7.30pm in the Village Hall**

Apologies received from Ed Connolly- County Councillor and Helen Crane – 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 to be signed by the Chairman

**Teresa Frost** re-elected as Village Hall Committee member agreed by the rest of the PC.

**Steve Welton** was re-elected as Trustee to Bradenham Charities, this was agreed by the rest of the PC.

Declaration of acceptance and undertaking of Office to be signed by the Chairman

**FINANCIAL STATEMENT FOR YEAR ENDING 31ST MARCH 2021**

**RECEIPTS**

Precept	8000.00
Village Hall – Donation	2533.81
VAT Refund	953.75
Interest	12.22
PCC Grass Contribution	870.64
Cricket Club Fee	350.00
Speed Sign Sales	225.00
	-----

**£12945.42**

**PAYMENTS**

NALC Membership	161.64
Bradenham Hall Farm -Footpath	368.00
Kevin Sadd – Painting	2533.81
T S R – Grass Cutting + Moles	3575.40
Clerk – Wages	599.20
Brightowl Ltd – Speed Signs	500.00
Heartbeat – Defib Pads & Battery	232.00
Zurich Insurance + Inspection	1222.27
Cricket Club – Donation	350.00
Name Cheap – Website Name	7.01
CAB – Donation	200.00
HMRC – PAYE	149.60
VAT	1416.68
	-----

**£11315.61**

**SUMMARY**

	2017	2018	2019	2020	2021
	£	£	£	£	£
Precept	8000.00	8000.00	8000.00	8000.00	8000.00
Interest Credited	23.56	13.89	11.06	9.94	12.22
VAT Refund	1733.37	1410.87	3928.93	2396.68	953.75
Other Income	3339.74	11717.77	4520.64	1467.54	3979.45
Expenditure	13604.39	27330.90	16883.53	8321.64	11315.61
	-----	-----	-----	-----	-----
Balance	12598.09	6409.72	5986.82	9539.34	11169.15

**Other Business**

The Clerk presented the above statement of the Parish Councils' finance for the year ending 31st March 2021, showing income for the year of £12945.42, expenditure of £11315.61 and a balance carried forward of £11169.15. This was approved by the Parish Council.

## **CHAIRMAN'S REPORT 2021**

What strange and disturbing times we are living in, but let's all hope that we will soon be able to return to some sort of normality, even if Covid is likely to be with us for many years to come.

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 recently re-elected County Councillor, for the work he has put in on our behalf during the year, as well as our District Councillors, Helen Crane & Tim Burt.

As you probably know, Martine Brigstock has moved away from Bradenham and as a result has retired from the Parish Council. I would like to thank her for her many years on the Council and for all she has done in Bradenham, not least being joint Editor of the Mardle with Dee. As a result we are one person short, and details of how to apply were in last month's Mardle. I would like to thank all present Councillors for their work in the past year.

In Bradenham, the Hale Road footpath drama continues. One minute it looks close, then everyone blames Covid and it drifts away! We are now so nearly there, it is even more frustrating. The two speed reactive signs are doing their work, and I would like to thank Trevor Nelson and his team for continuing with the speed watch scheme in the village.

The saga of the Vattenfall sub-station at Necton has entered uncharted waters with the original Development Consent Order for Norfolk Vanguard being quashed by the High Court. This is the first time that a National Infrastructure Project decision has been quashed and no-one really knows what will happen next. Vattenfall are proceeding with surveys and investigations in the belief that they will get their DCO sometime soon. In the meantime, a great deal of work is being done on a massive project being run by National Grid and including all Countries around the North Sea to build a North Sea energy grid. This will hopefully stop swathes of Norfolk being dug up in the future for wind power pipelines.

I am delighted that so many people were able to enjoy the Parish Walks during lockdown and share in the lovely Norfolk countryside that we are all so lucky to live in. I would like to thank everyone who has used them for being sensible, and taking your letter home with you.

I would like to thank Teresa, Les and her teams who organised the Covid help and food in the Village.

In my last report, I mentioned the efforts of David Hornsey and his team who were trying to put together a scheme to build an extension to the Village Hall for a Community Centre, pub & coffee bar. Sadly this has come to nought and in the meantime, we know no more about the future of the Lord Nelson.

As always, I would like to thank Roger & Mary Wells and their army of litter pickers who continue to keep the streets, roads and Village Green of Bradenham so tidy and clear of litter.

You may know that our application for grant aid to fund Village Gates on the three entrances to the village was accepted, and that, together with Edward Connolly's NCC Member's donation, should mean that we get them at zero cost. We have also accepted a quotation for the re-painting of the playground equipment which will be done in August.

The Cricket Club have erected a new container behind their pavilion, mainly for mowing and rolling equipment and I am sure that we all look forward to seeing them back on the Village Green.

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.

As a final piece of historical information, many people ask how Bradenham has kept such a fine green in the centre of the Village when so many villages either never had one, or have built on it. Before the Black death, St Andrew's and St Mary's were the centre of two thriving villages. Because of Norfolk's relatively high population, mainly due to Agriculture, the population of both villages suffered badly. Following that disaster, most new buildings were built between the villages. At some time in history, it must have been thought a good idea to keep some land between the two villages as a Village Green and put it in multiple ownership. The owners are Bradenham Parish Council, Bradenham PCC and the Lord of the Manor of East Bradenham. As such, it has remained a treasure for Bradenham and will continue to be so long into the future. That concludes my report.

## **BRADENHAM CHARITY REPORT 2021**

The 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 runs for another three 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.

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. The Chairman of the Charity is Kathy Norton. 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.

## **District Councillor's – Reports**

### **Tim Birt**

**Synopsis:** Breckland's year has been very different with some successes including all core services maintained; and some problems with scrutiny, transparency and what I believe is 'unlawful' withholding of requested documents.

### **Report:**

It's been a very different year with many of us having to learn new skills such as Zoom, to sharing screens getting used people 'freezing' in a virtual meetings. That learning extends to the officers at Breckland Council, many of whom have made exceptional effort over the last year.

The pandemic has exposed some of the shortcomings in the partnership we had with South Holland in Lincolnshire. That partnership has now amicably ended.

Throughout the year, the bins have been emptied (and remember that at the beginning nobody knew what risk those operators were putting themselves in), fly-tipping has been robustly addressed, new animal welfare officer appointed and £525k devoted to environmental action. Breckland Council have set their zero-carbon date as 2035. We have got a very long way to go with the climate and carbon, but at least it is now 'on the agenda'.

However some things have not gone so well: transparency and scrutiny have failed significantly. There continues huge levels of secrecy and restriction of information. For example discussion about major Breckland assets such as Barnham Broom Golf Club and The Green Britain Centre being completely closed down. We hear about the successes, but it should also be possible to discuss the things which have not turned out so well, but I am not permitted. I continue to challenge this secrecy.

In a similar pattern, I believe the Council is operating unlawfully by not disclosing documents I have requested for item under discussion.

I have challenged the legal officers at Breckland over this with direct links to legislation and been promised a reply. However, after many months of reminders and repeated request for clarity I have had no answer. Under these circumstances I feel you are entitled to draw your own conclusion.

**Helen Crane** – This was email to the clerk

What a year we have all had. Communities and individuals across Breckland came together in force to negotiate their way through a very difficult time, financially and emotionally. It is not over yet and we need to continue to be alert and follow guidelines.

At Breckland Council as departments were given the order to work from home we had to move quickly to get things in place, fortunately we were in a good position to do this as Worksmart 2020 and agile working had begun to be rolled out. The staff adapted quickly and all frontline services were maintained.

Grants for Businesses-40,000 grants had to be processed, I know this was not Breckland Council money and came from Central government but even so it was a huge task to be undertaken getting this money to all the qualifying businesses. I have spoken to businesses that were astonished at how quickly the money landed in their accounts at what was a very disrupting and unsettling time. We have continued with discretionary grants for those businesses that fell through the gap of the grant application process.

Breckland Council donated £10,000 to the 2 food banks in Dereham and Thetford and then further money has been made available for Dereham to hire new premises and at Thetford 12.5k donated for their food bank to purchase its own premises.

As voluntary groups stood up to protect their communities Breckland Council was dedicated in its support. Officers and staff moved quickly to make sure that the vulnerable residents in our towns and villages had the support that they needed. There were many residents who offered their help in forming small action groups to ensure prescriptions were collected and that people had food on their tables. 10,000 meals were delivered and we continue to support where it is needed. Welfare calls were made to isolated and vulnerable residents. It is safe to say that this was a collective effort from the Council, Parish councils and residents. None of this could have been done in isolation so we give our thanks to everyone who helped in whatever way under extraordinary circumstances.

Vulnerability –Our vulnerability programme is a huge programme to help groups and individuals, whether that is through our support of the Daisy programme, ongoing Council tax relief, silver social and the new My Social for young carers. £60,000 was granted to Norfolk Police for the instalment of NPR cameras to protect our district from the influx of County lines drug dealers.

None of the above could be done if we didn't have a good fiscal approach to maintaining a property portfolio. Many Councils across the country do not have the resources that Breckland has and we are fortunate to have a forward thinking business mindset. This brings me on to Council tax where again we have the lowest district Council tax in Norfolk.

MTI-The Market Town initiative is now underway. All five of our Market Towns will have an equal share of money. We will work in collaboration with Town Councils and the District Councillors to make our towns places where residents and visitors would like to visit and shop.

Climate Change/sustainability programme. We will reduce our own impact as an organisation. We will use regulatory powers to influence behavioural change in planning, waste & recycling and environmental protection, putting climate change at the centre of decision making. The Council has set a net zero target rate for 2035. £525,000 has been allocated to fund projects.

Impact is already being made by the following-Change of electricity supplier to a green tariff at Elizabeth House. £825,000 to replace all the streetlights we own with LED alternatives which is already reducing energy consumption.

- £90,000 to fund a new 2-year fixed term Environment and Climate Change Officer.
- £10,000 to carry out an initial carbon audit to understand its emissions more fully.
- £10,000 for Elected Member ICT kit to enable paperless meetings.

Grants will made available for 'green' initiatives within our communities.

Waste-Our new waste contract is with SERCO and working in collaboration with Kings Lynn & West Norfolk Borough Council and North Norfolk District council has seen the purchase of a new fleet of refuse collection lorries. The technology isn't there yet for electric vehicles for rural districts such as ours but the lifter and compactor are electric instead of diesel, reducing noise as well as being more environmentally friendly. Serco service vans are electric.

Dog warden- We have been able to maintain the services of a dog warden. The Council has for the 5<sup>th</sup> year in a row received the RSPCA gold award for its work with animal welfare. We have recruited an animal welfare officer who will carry out inspections and visit licensed premises.

Housing-During the pandemic all rough sleepers were given accommodation. We continue to work with single people and families to gain a permanent home of their own. The Elm Road project is underway with an investment of 1.7 million £. This will see Breckland have its own temporary accommodation unit to house both families and individuals in the interim period of finding them a new home and employment if need be. This will be a place where people can re-set themselves and with help from this Council gain the confidence to move forward with their lives.

Grant funding-£100,000 is available for match funding grants for projects within our towns and villages of up to £5,000. With support from your District councillor groups and Parish Councils can apply and bid into this. Our grants are overseen and delivered by Norfolk community foundation.

Throughout 2020 I have been liaising with Clayland Ltd via phone and email regarding the Trod and working with Cllr.Connelly to try to bring to fruition this important and promised infrastructure to the village.

I have very much enjoyed working with all the Parish councils and residents in my ward villages this past year, even though it has been difficult to do as much as I would have liked. I will continue to attend Parish Council meetings and make myself available to community groups and residents when needed. I look forward to face to face meetings this year and being out and about in the 5 villages I represent at District level.

**No Other Business**

**Meeting Ended: 8.15pm**

## **Minutes of Bradenham Parish Council Meeting held on Tuesday 24th May 2021 in the Village Hall.**

Mr C Allhusen, Mr J Reading, Mr S Welton, Mrs L Baxter, Ms T Frost and Ms K Findlay together with the Clerk Mrs D Ruppert and Tim Birt (District Councillors) with 2 residents.

**APOLOGIES** – Helen Crane (District Councillors) and Ed Connolly (County Councillors)

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 any of the following items on the agenda. Dispensation is granted to all Parish Councillors in order to discuss the Precept and other financial matters. - Julian Reading declared an interest in one of the planning applications

**APOLOGIES** –

### **MINUTES OF LAST MEETING**

#### **DECLARATION OF INTEREST**

Members are asked to declare any interest in any of 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 – Nothing was discussed**

#### **MATTERS ARISING**

**Village Green Bylaws** - Due to Covid19 the paperwork is held up by Breckland

**Clayland Homes Road Widening/Footpath** - This is progressing very slowly. N.P. Law have still not received the signed paperwork back from the developer

**Defibrillator** – We have replaced the battery and the pads this year. The PC is unaware if the Machine has been ever used.

**Highways** - The footpath on Church St has still not been repaired. The grips on Bradenham Lane need clearing, the Clerk write to Highways.

**Speed Gates** – The grant was approved by Breckland, Total cost of £3600 from Ed Connolly, including a 50% contribution from the Parish Partnership. With 50% from NCC, a total of £1200, this will make a grand total of £4800, meaning that Bradenham Parish will not incur any costs. We are not yet aware when the gates will be fitted but it will be our responsibility to maintain them.

**Speed Bin Signs** - £236.75 worth have been sold. Hopefully more residents will purchase them. The advert in the Mardle will continue.

**Bench for New Lane** – The will cost approx. £360 including VAT and delivery. The clerk will order this And speak to TTRS to install.

**Table Tennis** – The clerk has not received any prices yet but re contact the company. The PC still think this will be a very good addition to the green.

**Dog Bin for St Andrews-** This has been ordered and should be delivered in the next few week. Cost £372.48. Chris will arrange the installation. This replaces the dog bin that was stolen recently.

**Comar Lane** – has now been confirmed by Breckland as the official name for IP25 7QF. Residents are very pleased. Now the residents of Dereham Road/Bradenham/Daffy Green would like their road names clarified. Breckland will look into this but it may take some time.

**Bank Account** – Chris has negotiated a new Parish account with Lloyds. It is up and running now. The Clerk transferred £6000 into the new account and will close the Nationwide account once the next Precept has been paid, which will be November. This is an online account and the Clerk will have full access, so will Chris Allhusen and Julian Reading. The Clerk will also ask Lloyds for a debit card. This was all accepted by the PC.

## CORRESPONDENCE

**Zurich Ins** – The insurance was renewed in February with the PC agreeing £848 + £449.06 for the play equipment inspection report.

**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 advised the PC that we can ask for 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 PC agreed that the Clerk should ask for the exemption.

The internal audit was very kindly carried out by Serena Barnes (Bradenham Hall Farm Secretary). The PC thanked Serena.

**Cricket Club** – Donation of £560 given to them for the roof. Also they paid the rent of £350, even though they have not used the green due to lockdown. The Club asked if the rent could be paid on a pro rata basis. The PC decided that they should pay the rent and the PC would donate £350 to the cricket club. The cricket club asked the Clerk to thank the PC. Chris also advised that the Cricket Club asked if they could put a container around the back of the pavilion, this would be used for equipment. The Clerk advised the Chairman that in future could the Cricket Club please write to her so all the PC could be consulted. They need to stop approaching individual members of the PC. All discussions should be made by the entire PC. Chris will have a word with them.

**TTRS** – The PC agreed to renew their contract for another 3 Years. This was agreed by the PC.

**Martine Brigstock** - A resignation letter was read out by Chris. Martine is moving away so can no longer stay has a Parish Councillor. The Chairman thanked Martine for all her hard work over the years.

## ITEMS FOR DISCUSSION

**Trees for the Queens Jubilee** – Julian Reading wondered if we might be able to get match funding to plant maybe three established native trees around the green marking the Queens Jubilee? Oak, beech or Elm could be considered. Julian Reading will speak to Diana MacMullen to ask her advice on what would be suitable. A budget has been given to County Councils. We could approach Ed Connolly for funding for this. Julian advised that a tree guard would be needed and these can be very expensive. Tim Birt said that a local village had not spent much on the tree guards with alternative solutions and would send information regarding this to the Clerk.

**PC Vacancy** - The Parish Council still have one vacancy, we will need to co-opt a resident. The Clerk reported that only two residents had emailed. One asked what the job involved and was asked to email if they would like to be considered for the position, but no reply was received. The other, Mr Paul Jarvis is present and would like to be considered for the position. As no other resident was interested in the position it was offered to Mr Jarvis who duly accepted. The Clerk will inform Breckland and have the necessary paperwork completed.

## PLANNING

### APPLICATION :-

Single Storey Rear Extension – Luna Moon Mill Street  
by Mr & Mrs Seaman – **No Objection**

Two Storey Infill Extension to Rear – 4 Hale Road  
by Mrs S Lovett – **No Objection**

Proposed Bungalow – The Pightle Comar Lane  
by Rev Jane Atkins – **No Objection**

Single storey garden room, to side of dwelling – 1 Leys Farm Cottage  
Comar Lane by Mr Julian Reading – **No Objection**

Proposed Two Storey & Single Storey Extension to Rear (Amended)  
2 Hales Road by Mr & Mrs T Pepper – **No Objection**

**APPROVAL :-**

Proposed Bungalow – The Pightle Comar Lane  
by Rev Jane Atkins – **No Objection**

Single storey garden room, to side of dwelling – 1 Leys Farm Cottage  
Comar Lane by Mr Julian Reading – **No Objection**

Single Storey Rear Extension – Luna Moon Mill Street  
by Mr & Mrs Seaman – **No Objection**

**FINANCE:-**

Opening Balance

**£12749.21**

**Expenditure**

Clerk Wages	149.80
PAYE	37.40
Zurich Insurance	848.05
Play Inspection	449.06
CAB – Donation	200.00
Heartbeat – Defib Pads	55.20
NALC Membership	161.64
Bradenham Footpath	441.60
Cricket Club – Donation	350.00
Clerk Wages	149.80
PAYE	37.40
Name Cheap – Website name	7.01
Glasdon UK- Bin-St Andrews	372.48
TTRS- Grass Cutting	1093.97

-----  
£ 4353.41

**Income**

Speed Signs	70.00
Interest	6.26
PCC – Grass Cutting	870.64
Cricket Club Rent	350.00
Speed Signs	10.00
Precept	4000.00

-----  
£ 5306.90

**Balance      £ 13702.70**

**ANY OTHER BUSINESS**

**Forge Cottage** – The PC had a general discussion regarding the parking and enclosed carport. No decision was taken.

Teresa Frost advised that only part of the fence had been dealt with at 14 Hale Road and the damaged boundary fence is littering the public footpath in Nelson Close. The Clerk will write to the owner George Glaze, who does not live in Bradenham. Teresa Frost will supply his address.

**NEXT MEETING Tuesday 17<sup>th</sup> August 2021 and Tuesday 16<sup>th</sup> November 2021**

**MEETING ENDED: 9.15pm**