

BRADWELL PARISH COUNCIL

30th July 2019

A Meeting of the Amenities &
Highways Committee at 7.25p.m.

PRESENT: Councillors Carrier (Chairman), Comer, Howlett, Shaw, Steggles, Watson and Wells.

IN ATTENDANCE: J Caborn, Parish Clerk; S French, Deputy Clerk

1 **APOLOGIES** – Councillors Macdonald, Thurtle and Wainwright.

2 **DECLARATIONS OF INTEREST** – none.

3 **ELECTION OF VICE-CHAIRMAN**

It was resolved to appoint Councillor Comer as Vice-Chairman of this Committee.

4 **MINUTES OF MEETING OF 28.5.19 – MATTERS ARISING – AND 16.7.19**

It was resolved that the minutes of 16.7.19 be signed as a true copy.

5 **SUSPENSION OF MEETING** – There were no members of public present.

6 **WAR MEMORIAL SITE AND OPEN SPACE AREA, CHURCH WALK**

A copy of a draft lease document from nplaw, on behalf of Great Yarmouth Borough Council, was circulated. The document, which outlines the details of a proposed 99-year lease arrangement at a peppercorn rent, does not indicate how much the rent will be, nor is it necessarily clear as to what obligations this Council may have to meet under the lease. As it has been drawn up on behalf of the Borough Council only, it was considered essential that this Parish Council has legal advice regarding what its obligations are under the lease, and what costs are likely to be incurred. It was resolved to contact nplaw to seek necessary legal advice relating to the proposal that this council should acquire the leasehold of the Church Walk open space.

7 **PROSTAR FC**

Further to the meeting of this committee held on 16.7.19, the questions raised with the above on that occasion appear to have been answered satisfactorily, and therefore, subject to satisfactory signing of hire agreement forms, payment of fees, etc., the Club's request to use the Green Lane Playing Field/Leo Coles Pavilion facilities on a one year trial basis for 2019/20 has been accepted.

8 **USE OF SECTION OF GIPSIES GREEN COMMON FOR VEHICLE PARKING/ACCESS BY NEIGHBOURS**

a) **Proposed signs for the three entrances to site**

The Clerk invited quotations from seven sign-writing companies, for three new durable signs, approximately 2'6" x 1'6", showing wording required, and where on Gipsies Green the signs should be positioned, and existing signs to be removed, including provision of one new post. Only one company has responded - The Signsmith - which was opened and read out, and contained some recommendations to alter the specification to i) rub down the rusty sign post, apply coat of black Hammerite before fitting the new sign; ii) cut down the post near the gate at the entrance to Gipsies Green, and supply and fit new post for the new position on the playing field (a thicker, 76mm grey aluminium post with cap and baseplate), and incorporate the 'dog owners' information onto this sign; iii) remove existing 'no dumping' sign altogether, and include wording on new sign; iv) a better size for all three new signs on single posts would be a maximum of 20-24" wide by approximately 24-30" deep.

The quotation was for £547.00 plus VAT (includes recommendations above), supply and installation of 2 new 76mm diameter grey aluminium posts with baseplates and caps,

concreted into the ground approximately 24". Supply and fitting of three new signs made from gloss white aluminium composite panel, fitted to the post using a 'clip and rail' system – powdercoated aluminium extruded rail, fixed using 3M VHB tape and rivets and fixed to the post using stainless steel fixing clips/bolts. Lettering to be in seven year term S/A vinyl.'

It was resolved to **accept the above quotation**. The signs will not be erected until the meeting with neighbours of the site has taken place.

b) Proposed date for meeting with site neighbours

A decision for this will be considered by the Parish Council meeting at the end of next month.

9 **POSSIBLE PROVISION OF 'SAM2' (FLASHING SPEED LIMIT SIGNS)**

Further to the meeting held with P. Sellick, Norfolk County Council on 4.6.19, concerns were raised about the potential costs involved in managing and moving the proposed signs, and the relative benefits to be gained from such signage, as it is known that some motorists ignore the warnings. It was resolved to **abandon the project**.

10 **USE OF SECTION 106 MONIES – MEETING AT TOWN HALL ON 9.7.19**

Councillor Carrier reported that he had attended a meeting with Louise Tully, GYBC, and Borough Councillor Daniel Candon, and it was noted that the substantial amount of £150,833 is available, but will not be accessible directly, as a public survey will need to be held initially to determine how to spend the monies. This money would also need to cover the cost of annual maintenance of the equipment concerned. Advice has been sought as to how such a survey could be conducted. It was also stated that proposals must be for 'play and leisure' amenities, as this is what has been specified within the relevant s106 agreements, and that GYBC will review the results of the survey before any decision is made. Hopton Parish Council is conducting a similar survey at the present time, and could be approached to find out how feed-back from its residents has been obtained. A ten percent minimum population target will be considered satisfactory for the survey, which equates to approximately 1,100 Bradwell residents.

It was suggested that members some local groups using Bradwell's facilities could be involved in the survey. It was **resolved to draw up lists of groups who use facilities such as Mill Lane Centre, Bradwell Community Centre, Bradwell Community Library, and the two churches, and those involved in e.g. the local Scout Group, and ask them to make suggestions as to possible ideas on how the Section 106 Monies could be used to improve Bradwell's play and leisure areas**.

11 **ACT OF REMEMBRANCE – SUNDAY 10.11.19 – 10.50 A.M.**

Volunteers will be needed to participate in the event, and details about this will be finalised at the next meeting of the Parish Council on 27.8.19.

12 **GREEN LANE PLAYING FIELD – ANNUAL HEDGE-CUTTING WORKS TO BE CARRIED OUT IN JULY OR AUGUST**

In respect of the four-yearly grounds maintenance contract, which was awarded to Mr R Rice of Garden Guardian Ltd. in March/April this year, he indicated at the time that he was unable to quote for the above work, which was not carried out earlier this year as bird-nesting was already taking place. Mr Keen of Norse had agreed that his team would carry out the work in July/August, and confirms that he is still able do this, even though Norse was not awarded the main contract.

13 **BRADWELL BOWLING GREEN/GOLDEN JUBILEE PAVILION**

- a) Bowling Green – the Clerk read out a quotation for end-of-season renovation work – Willimotts Garden & Sportsground Services:- To spike green to a depth of 100mm; supply

and apply 20kg bowls grass seed; supply and apply 4 ton of top dressing; supply and apply 30kg pre seeder fertiliser; drag-mat into top surface – total £1,200 plus VAT. It was **resolved to accept the quotation from Willimotts, which is funded by concurrent functions grant.**

- b) Proposed replacement of water tank – the present tank does not have the capacity to hold sufficient water in the dry weather, and so a double size tank will be required. The height of the tank will be below the building height, so no planning permission is needed. It was **resolved to proceed with replacement of the water tank, with the costs to be covered by Bradwell Bowling Club.**
- c) Proposed replacement of nine lights with LED equivalent – there are 15 lights in total, nine of which have been in situ since 2000 and will need to be changed to a safer type, as they become hot (fluorescent type). A quotation was read out from Sonic Electrical EA Ltd. to replace 9 lights in ceiling (entertainment room) – supply 9 LED 220mm lights from Rexel; install and test including certification via minor works cert. – £270.00. It was **resolved to accept the quotation, payment to be made by the Parish Council.**

14 **ALLOTMENT ISSUES**

- a) Proposal for A Baxendale, who has ignored warnings to bring the plot back up to standard, to be given notice to quit – Plot 18b, Beccles Road – as there has been no response from this tenant, it was **resolved to send a Notice to Quit letter to this tenant.**
- b) Proposal for C King, who has ignored warnings to bring the plot back up to standard, to be given notice to quit – Plot 27b, Beccles Road – it was **resolved to send a Notice to Quit letter to this tenant.**
- c) Proposal to create informal job description for Allotments Advisory Committee members – in order to establish clarity concerning the role of an Allotments Advisory Committee member, it was **resolved to draft an informal ‘job description’.**

15 **NORFOLK CONSTABULARY**

Information was circulated showing how and where to report incidents via an on-line system.

16 **CORRESPONDENCE**

- a) Incident whereby a caravan was parked at Mill Lane Centre car park. Police have served notices to the owners to ensure they remove the vehicle by 4.00 p.m. today, 30.7.19.
- b) Highways England – reporting on a change of priority regarding the third river crossing.

17 **COMMITTEE MEMBERS’ REPORTS**

- i) Fly tipping on Cley Road – to be reported to GYB Services Ltd.
- ii) Market Road – damage to ‘wooden fence’ on side of road – to be reported to responsible authority

It was reported that Mill Lane Centre will be closed for three weeks to enable works to the floor and to be carried out. As there was no other business, the meeting closed at 8.45 p.m.

Signed: Date :
Date of next meeting: 1.10.19