

Brundall Parish Council

Minutes of the Parish Council Meeting held on Monday 25th April 2023 at 19:00 at the St Laurence Centre, Brundall



Present:

Chairman: Cllr K Wilkins

Cllr G Abbott, Cllr A Bonham, Cllr L Britt, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, Cllr M Savory, Cllr R Tungate, Cllr J Warne, Cllr J Warns, Cllr C Whitehouse.

Parish Clerk(s): S Smyth, C Dickson

4 members of the public

	<i>Details</i>	<i>Action</i>
	Housekeeping The Chairman welcomed those in attendance and advised members of the public of the procedure for them speaking at Meetings of the Parish Council. The meeting is live streamed via Facebook and recorded.	
2023-0036	Apologies for Absence None.	
2023-0037	Declarations of Interests of items on the agenda None received.	
2023-0038	Minutes of the Previous Meeting It was unanimously resolved to approve the Minutes of the Parish Council meeting held on 27 th March 2023. It was resolved , with 1 abstention, to approve the confidential minutes of the meeting held on the 5 th April 2023. Both sets of minutes were signed by the Chairman of the meeting, Cllr Wilkins.	
2023-0039	Actions from the Minutes (Not on the Agenda) 2023-0029 – The list of Highways issues have not yet been forwarded to District Councillor Davis. 2023-0033 – contact with the Men's Shed was via phone not email.	
2023-0040	Public Participation DCllr Davis read out his and DCllr Laming's report (see end). A resident has been in contact regarding the hazards of cars parking on pavements. This will be raised with Highways. Cllr Savory highlighted ongoing problems with cars parking on the grass at the top of The Dales. Highways promised bollards on the grass to prevent this but nothing so far has been done. No further public participation.	
2023-0041	Chairman's Report – Cllr Wilkins Just a brief report tonight to note that all 12 existing parish councillors have been re elected unopposed in the local elections. This is good news for Brundall and means that there will be continuity with the current Parish Council as we plan for the next four year term. We are delivering exciting projects such as the Sports Hub and planning for the Brundall Village Park so the experience and knowledge of councillors and the clerks will place us in a strong position. I look forward to continuing to work with you for the benefit of our local community.	

2023-0042	Committee Reports Land Management – given by Cllr Tungate The last meeting was held on the 20th April. Allotments: a break-in on the 11th April was reported. The new gates have been delayed due to material sourcing issues. It is hoped they will be installed next month. 1 rotavator was stolen and several sheds were damaged. Work to move the Youth Shelter to the allotment site is underway and costs presented by the BAA were approved. Countryside Park: the purchase and installation of bike racks is being investigated. They will be metal for security. It is felt that not to provide them would be wrong, and it is hoped they will encourage more users to cycle rather than driving. The new notice board is progressing slowly, but it is progressing. Cllr Savory provided aerial shots for the map. Low Farm Wood: the Men's Shed kindly constructed some benches for the site. The Committee recommends a donation of £50 for their assistance, to be considered at the next full Council meeting. Church Fen: the bridge nearest the river was vandalised and broken. It has been cordoned off and the Tree Warden will undertake a temporary repair. The Committee discussed the boardwalk. It is an aging asset requiring regular maintenance but the Committee decided, with frequent monitoring, it can be kept open for the time being. The chicken wire mesh will be replaced. Some areas have had an interim replacement/repair and the rest will be done in June. A sub-group is to look at replacement options of the boardwalk and the state of the other path. There are biodiversity issues with the second path that the Committee would like the Environment Committee to look at. Cllr Gabillia suggested the Norwich Fringe Project may be able to help with assessment of the site. Recreation and Wellbeing – given by Cllr Savory The Recreation and Wellbeing Committee met on Monday 17th April and in what was one of the longer meetings in some time as we discussed several important topics. The only external group we received an update from was Brundall Memorial Hall. We have asked if a new representative can be found for the Church. There were three topics that took up most of our time. Firstly there are concerns that when the current lease at Snowy's preschool ends, that it may be the last. Snowy's is the only preschool provider in the village, so is an important community service for the village. I have agreed to work with Gill to try and liaise with some key stakeholders including the School to see if a solution can be found. Next we discussed land owned or managed by the Parish Council and potential land ownership in the future. We discussed activities that take place at the Countryside Park in advance of the report that will be pulled together to be sent to Norfolk County Farms when the council asks if there is the opportunity to purchase the land. We also discussed the green spaces linked to the current Norfolk Homes development. Unfortunately, Broadland have advised us that this land will be going to a management company. The S106 officer had said she would talk to the Norfolk Homes case manager to see if there was anything that could be done. This would be a real shame there is a piece of green space right next to the Sports Hub that the committee believed would be very advantageous to come into council ownership. Finally, we discussed the Land East of the Memorial Hall. The committee was shown indicative images of the expected lay out of the land and discussed the potential options for the future. The Parish Council currently has two separate subgroups, the Village Green subgroup consisting of Cllrs Savory, Gabillia and Whitehouse who have been working with the Memorial Hall hearing their future vision and seeing what options are available. This subgroup reports to the Recreation and Wellbeing Committee. The second subgroup is again Cllrs Savory and Gabillia but with Cllr Wilkins included, and we have been working on the Country Park. The committee unanimously wish to make the recommendation to the full council that these two subgroups should be combined under the working name "Brundall Village Park" and that this subgroup continues to report to the Recreation and Wellbeing Committee in the development of this important new recreation facility in Brundall. The Recreation and Wellbeing committee feels the natural fit for this project and would be in a good place with its general make up of members to take the planning stage forward while taking in advice and comments from other committees (for example Environment and Land Management) and updating this council regularly before bringing any final plans for Full Council decision. The proposal to combine the 2 working groups for the Country Park and Village Green to create a single working group, and renaming the project Brundall Village Park was unanimously approved. The working group will comprise Cllrs Savory, Gabillia, Wilkins, and Whitehouse	
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	and will report to the Recreation and Wellbeing Committee. Country Park and Village Green – given by Cllr Gabillia and Cllr Savory The Memorial Hall have been contacted in order to arrange a follow up meeting to discuss plans but no date has been set yet. The new subgroup will then meet to look at the whole piece of land as one entity. Sports Hub – given by Cllr Wilkins The operator has been selected, and an offer has been made, but we are waiting for the contract to be signed before releasing a joint announcement. They raised a few issues around the site and some snagging issues. These have been remitted to agent and contractor to iron out, however it was nothing significant. We have gone back to the GNGB for a further grant because of the increase in costs. There was a meeting last Friday but the decision was deferred pending a request for further information. A decision is hoped for in the next 2-3 weeks. The feedback received is our request for additional grant has been common across a number of applications due to the increase in costs. They have a number to review hence to the deferral and request for further information. The revised planning permission for the building has been approved. This is helpful for the Football Foundation funding. Road Safety in Brundall – Cllr Savory We are waiting for delivery of the new SAM2 devices, and the list of Highways issues to be sent to Cllr Davis. Concerns have been raised about the green areas on The Street. The Speed Watch has resumed and added a few new members. The Clerk attended the Police Liaison AGM and will forward the slide show presented. An application will be sent to Highways for an amended site on Postwick Lane along with a new site on the Yarmouth Road in anticipation of the Sports Hub opening.	
2023-0043	Brundall Memorial Hall report – Cllr Bonham The AGM will be held on the 25th May.	
2023-0044	To consider renewing the Asset of Community Value listing of The Ram Public House The current Asset of Community Value listing for the Ram Public House expires on the 17th May. In order to renew a new application must be submitted. This is on the advice of BDC as circumstances may have changed in the last 5 years. The Council unanimously resolved to seek a re-listing. Councillors were asked to consider other assets in the community that might benefit from being listed as an ACV.	
2023-0045	To approve signing a letter regarding the closure of the Postwick Park and Ride DCllr Laming, a Postwick Parish Councillor and a Postwick resident drafted a letter (see below) to Norfolk County Council asking for the reopening of the Postwick Park and Ride. Several other Parish Councils have added their signatures to it. The Council approved supporting the letter. The land next to the Park and Ride site was originally earmarked for an extension. It was leased in 2014 by NCC and the lease will be expiring in the next 6 months. A cycleway and footpath crosses the land and concerns have been raised about its maintenance and existence in the long term. The land owner is not currently known and there will be no responsibility for NCC to maintain the footpath once the lease expires.	
2023-0046	Bridge between Marty's Marsh and Cremer's Meadow Cllrs Buckley and Abbott attended a site meeting with Blofield PC, Helen Sibley (BDC GIF Officer), and the contractor appointed to install the bridge to iron out the finer details of the project. BPC originally wanted green plastic mesh support for the path from the bridge but it was decided there were too many issues with this option (including the mesh lifting in a flood and grass not growing through the mesh due to overhanging trees) and a better solution would be a trod path with wooden edging. This will encourage walkers to go right off the bridge on to more stable ground. The Deputy Clerk is working on the planning permission and Blofield PC will be submitting the Environment Agency requirements. It is hoped the work will start in the summer.	

2023-0047	Finance Brundall Local History Group submitted a donation request for £160 towards the printing and production of a 'discovery' trail, See and Snap Safari, round Brundall during the Spring Half Term week. It is free of charge but those who complete it will be given a badge. The donation request was unanimously approved. The Council discussed the renewal fee of membership to Norfolk Association of Local Councils. The fee has increased by 20% and the website hosting by 100%, a total increase of 31% to £875.26. The Clerks recommended membership of Norfolk Parish Training and Support at £535 instead. A similar level of expertise and advice is available however they do not provide website hosting. NALC offers website only at a cost of £105. The Council unanimously approved membership of NPTS with 1 more year of the NALC website to enable Cllr Savory to create a bespoke website for the Council. The revised bills for payment for April 2023 of £15,323.33 (see below) were unanimously approved by the Council. The March 2023 payments have not yet been checked. Cllr Britt will report to the May meeting. The 4th Quarter Bank Reconciliations had been circulated to Councillors and were noted. The Actuals vs Budget figures were not yet available. A finance sub-group of the Deputy Clerk and Cllrs Wilkins, Whitehouse, Abbott and Savory will look at the final Year End accounts. The Sports Hub sub-group needed to urgently approve utility connection for the welfare unit. 3 quotes were considered and the one from Cozens for £3,440 + VAT was the most competitive. The Council unanimously ratified this decision.	
2023-0048	Clerk's Correspondence The Norfolk Lieutenancy and the Royal Norfolk Agricultural Association have partnered to have a tribute to community champions at the Royal Norfolk Show on Wednesday 28th June 2023. Community groups have been invited to nominate 2 deserving individuals.	
2023-0049	Items for the Next Agenda Assets of Community Value - suggestions Postwick footpath/cycleway update Donation to the Men's Shed	
2023-0050	Date, time, and venue of next Parish Council Meeting 22nd May 2023 at 7pm at the St Laurence Centre. This will be the Annual Meeting of the Parish Council. The meeting finished at 20:21.	
2023-0051	Closed Session: staff appraisals The Deputy Clerk's appraisal was noted and confirmation of her uplift one salary scale point was approved.	
Signed as a true record Date		

2023-0040

Broadland District Councillors Report for Brundall Parish Council Meeting – 24 April 2023

BDC is a key member of the Broadland Health and Wellbeing Partnership. A Health and Wellbeing strategy has been adopted by the council and the partnership which focuses on promoting good health and wellbeing, tackling health inequalities and supporting people to live as well as possible. The three core themes are Mental Health and Wellbeing, Access and Prevention and Resilient and Healthy Communities. The strategy will be regularly reviewed.

Work is beginning to renew the railway track in the Cantley area. The majority of the work will take place over the weekend 22-23 April but preparation work has begun. The date for completion of the full project is 21 May. Cllr Davis has asked questions about the inadequate state of the level crossing gates and related safety concerns and received confirmation that the gates will be completely replaced.

Applications for the 2023 Veolia Sustainability Fund open on Friday 21 April. The fund supports projects which have both social and environmental benefits for their communities. Last year Brundall Community River Watch received funding for running litter picks on the River Yare. For more information and to apply go to:

<https://www.veolia.co.uk/sustainability-fund>

The [Cabinet Office has launched a new system that will give the Government and emergency services the capability to send an alert directly to mobile phones](#) when there is a risk to life. A UK-wide alerts test will take place at 15.00 on Sunday 23 April which will see people receive a test message on their mobile phones. The [Emergency Alerts system](#) will allow the government to get urgent messages quickly to nearly 90 per cent of mobile phones in a defined area. The alerts will only ever come from the Government or emergency services, and they will issue a warning, the details of the area impacted, and instructions about how best to respond.

BDC has secured substantial funding from the public sector decarbonisation scheme. This will be used to refurbish the Horizon Centre with an energy efficient heating system. Work should be completed by March 2024.

All street and footway lights owned by BDC will be upgraded to LED's to reduce energy costs and carbon emissions. Timers will also be fitted.

A petition has been set up by Su Allport, Clerk to Postwick Parish Council to call for the reinstatement of the Postwick park and ride service. Cllr Davis and Cllr Laming fully support this.

(Submitted by Cllr Jan Davis and Cllr Eleanor Laming 20/4/23)

2023-0045

Group Letter requesting the Reinstatement of the Postwick Park and Ride Service – Spring 2023

Dear Sir/Madam (Addressee details)

The Postwick Park and Ride service was closed during the pandemic in March 2020 and leased by the Department of Health and Social Care (DHSC) for use as a Covid Testing Centre. From 29 June 2022 all other P and R sites in Norwich re-opened but Norfolk County Council (NCC) published a Decision Notice on 4 August 2022 stating that Postwick would remain closed until passenger numbers across the other sites were back to 75% of pre-covid levels. Instead of allocating the revenue from DHSC to support the restoration of Postwick P and R, it was used to fund the operation of other Norwich Park and Ride sites.

A temporary service was reinstated which ran from 21 November to 24 December 2022. Despite an initial indication from both NCC and the operator that it would serve as a pilot for permanent re-opening, it received minimal advertising despite the service having been closed for so long, the running hours were not appropriate for commuting workers, the route was altered to provide no intermediate stops and Parish Councils were notified a couple of days later that NCC intended to close the service.

NCC said following questioning that the re-opening was not a trial and the intention was to enable shoppers to access the city during the festive period (rather than offering a viable service for those working in the city). NCC still maintains that this may be a temporary closure if it can be proven that passenger numbers will recover. It has not been made clear however, how this can be evaluated while the service ceases to run.

A Freedom of Information request to NCC admitted that a business plan for the temporary re-opening of the park and ride with a range of costed options together with short and long term forecasts had not been produced.

We, the undersigned would like to see the reinstatement of the Postwick P and R service for the following reasons:

Residents will use a bus service if it is convenient, comfortable and financially advantageous for them to do so. The service could be altered to include key stops including the Broadland and Broadland Gate Business Parks, Norwich and Norfolk University hospital and the University of East Anglia. This service has been closed, blaming residents for a failure to use it, rather than considering other more viable and imaginative business options.

The surrounding area is marked for significant growth both in terms of housing and business development. P and R services reduce congestion in cities and carbon emissions. A failure to reopen the service will cause the opposite to happen. Little is being done in Broadland to offer serious and practical alternatives to car use on the scale that is required to achieve the government's Net Zero targets.

The population East of Norwich is expanding and will continue to do so. Approximately 100,000 people live in the Great Yarmouth district and closures of retail outlets and employment centres in that area make Norwich the main business centre, resulting in significant traffic coming into Norwich. Norwich City Council's policies aim to reduce traffic entering the centre and removal of a Park and Ride service east of the city runs contrary to that.

Reinstatement of the service, together with extensive advertising, would help mark the reversal of the pattern we see of rural communities in the East gradually losing key infrastructure services due to lack of investment.

Yours faithfully

(List of Signatories)

2023-0047

PAYMENTS FOR April 2023

	Net	Net	Gross
Parish clerk costs	£5,796.37	£0.00	£5,796.37
Office expense	£150.23	£15.65	£165.88
Telephone	£48.34	£9.67	£58.01
Room Hire	£112.00	£0.00	£112.00
Grass cutting monthly contract	£633.17	£126.63	£759.80
Street Lighting	£306.69	£56.89	£363.58
Handyman and cleaning	£552.00	£0.00	£552.00
Repairs and Renewals	£11.25	£2.25	£13.50
Cemetery	£14.70	£0.00	£14.70
Allotments	£164.79	£0.00	£164.79
Countryside Park	£945.00	£0.00	£945.00
Cremer's Meadow	£820.00	£150.00	£970.00
Church Fen	£218.87	£0.00	£218.87
Trees	£21.00	£4.20	£25.20
Projects	£175.00	£39.00	£214.00
Warm Spaces Grant	£839.11	£0.00	£839.11
Sports Hub	£1,460.34	£130.18	£1,590.52
CIL	£2,100.00	£420.00	£2,520.00
Total expenditure	£14,368.86	£954.47	£15,323.33

RECEIPTS FOR April 2023

Cemetery	£2,211.00
Allotments	£30.00
Interest	£44.16
Miscellaneous	£575.00
Total Income	£2,860.16

HSBC Current A/C as at 20/4/23	£45,733.73
HSBC Deposit A/C as at 20/4/23	£40,535.62
Unity Bank A/C as at 20/4/23	£34,905.92
Transfers to/from Deposit A/C from/to Current A/c	£0.00
Transfers to/from BDC Parish Deposit	£0.00
Transfers to/from Unity Bank	£35,000.00
BDC Parish Deposit A/C as at 31/3/23	£63,321.35