

MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 5th JUNE 2025 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.

Present: D. Shannon (Vice Chair), A. Hartley- Walder, R. Hannent, M. Bailey and C. Good

J. Boxall – Parish Clerk,

Members of the public – 6

District Cllr G. Bambridge

1. To receive and note apologies for absence.

Apologies for absence received from Cllr Craven and Cllr Mallen. It was agreed that Cllr Shannon would chair the meeting.

2. To record declarations of interest from members in any item to be discussed

Declarations of interest were received from Cllr Hartley- Walder, Cllr Good and Cllr Shannon with regards to the Breckland Local Plan sites.

3. To approve the minutes of the meetings held on Thursday 1st May 2025

It was unanimously **AGREED** to approve the minutes of the Annual Parish Meeting and Annual Parish Council Meeting held on Thursday 1st May 2025, as true and accurate records as proposed by Cllr Good, seconded by Cllr Hannent. Minutes were duly signed.

4. To adjourn the meeting to allow members of the public to speak on agenda items

The Managing Director of Abel Homes presented an outline design for highway works in association with the proposed development at the site opposite the school. The designs were drafted with the 20MPH limit in mind including improvements to the bus layby, footpath links and pedestrian crossing points. It was acknowledged that there would be future discussion on ownership of the proposed school car park. It was suggested that the car park may be better placed the school side of the road (Maytree development) to remove the need to cross the road. A pedestrian island along with highway improvement to slow the traffic may reduce the risk. It was confirmed that there is currently allocated space for 35 car parking spaces within the scheme with the option for a larger car parking area if necessary and the developer would be discussing this with the school. A cycle path was suggested.

A resident raised concern about the housing development surrounding their property. Concern was raised about the viability of a car park to stop on street parking. Timescales for the Local Plan were considered.

A resident raised concern about the planning appeal for land off Reepeham Road, the Council confirmed they would be discussing this later in the meeting.

5. To receive reports from District Councillor, County Councillor & Police. To receive report from Village Hall & Primary School

District Councillor G. Bambridge gave a brief update on district matters as a written report had already been circulated. Cllr Shannon expressed concern regarding the re-categorisation of villages as it was understood that villages would not know which category they were in until late summer so Council's would be commenting on the call for sites, not know what housing target was likely to be allotted. It was understood medical facilities were now a consideration in determining what category a village was in. Cllr Shannon confirmed that Bawdeswell were keen not to remain a key service centre due to lack of public transport to local villages with medical facilities and lack of infrastructure. It was acknowledged that more affordable / appropriate social housing was needed. District Cllr Bambridge suggested the Council consider putting forward an exception site and gave details of this. He was aware of the planning appeal on land at Reepeham Road and understood that another planning application may be forthcoming.

County Councillor B. Borrett and the Police were not in attendance.

Cllr Good gave a report on behalf of the Village Hall and confirmed that due to the good weather, there had been 97% electricity use from solar panels. The Trustees were in favour of registering the use of the Village Hall as an emergency centre following an enquiry from the Red Cross. It was confirmed that the hall was being used more by different groups and generating revenue. It was agreed that the Village Hall would make a representation to the Parish Council regarding car parking facilities and this would be considered at the next Parish Council meeting.

6. To receive update on matters arising from previous minutes for information only – Football container / Grounds Maintenance, Heath Trust

No update was received regarding the Football container. It was agreed to send an invite to representatives from the Club to attend the next meeting so the matter can be discussed.

It was confirmed that the Council were not concerned about cutting the hedge surrounding the car parking area at the Village Hall although it was becoming difficult to walk through the flag pole access.

Cllr Shannon confirmed that Bawdeswell Heath Trustees (BHT) had offered the Heath to Norfolk Wildlife Trust (NWT) on a 7-year rolling lease but NWT were looking for a 70-year minimum lease, BHT would now need to make a submission to the Charity Commission. It was understood NWT would pay any associated legal fees.

Local Government Reorganisation - Town & Parish Online Briefing – Cllr Bailey and Cllr Shannon attended this meeting – Cllr Shannon gave a brief update on the situation and acknowledged that local government, both district and parish needs to be represented in the unitary authority.

7. Play equipment – To receive update & consider / approve further action regarding group springy & toddler swings issue with bird's mess

The group springy had been installed by a company called Joy Playgrounds (the mushrooms and the tractor unit are also from this company) which is no longer trading and a photo from 2010 annual report shows the seat on upside down. As there were no safety concerns with the seat, it was unanimously **AGREED** to take no further action at this time as proposed by Cllr Shannon, seconded by Cllr Hannent.

The Toddler swings had been covered with bird's mess as birds were sitting on the overhead bar. The Clerk had cleaned the swings. It was unanimously **AGREED** to try using reflective tape in the first instance to discourage the birds as proposed by Cllr Good, seconded by Cllr Hannent. It was agreed to cut back the overhanging hedge in the autumn as this could be contributing to the problem.

It was confirmed that the annual play inspection would be carried out by ROSPA Playsafety - The cost will be x 3 £80.00 = £240.00 plus VAT for up to 15 play items across the three areas with any over 15 costing an additional £4.00 plus VAT per item. Other play inspection companies quotes were more expensive. It was unanimously **AGREED** to approve the instruction as proposed by Cllr Shannon, seconded by Cllr Good. Play report to be on the agenda once received.

8. Village Hall – To consider / grant permission to cut back vegetation overhanging Village Hall grounds

It was confirmed that the Eucalyptus tree in a neighbouring garden was going to be removed (by the homeowner) later in the month. It was unanimously **AGREED** to grant the Village Hall Trustees permission to cut back the overhanging hedge / tree branches from behind the recycling bins as proposed by Cllr Shannon, seconded by Cllr Hartley-Walder.

9. Highway matters

To receive update on 20MPH proposal

The Norfolk County Council (Bawdeswell, Various Roads) (20mph Speed Limit) Consolidation and Variation Order 2025 and The Norfolk County Council (Bawdeswell, Various Roads) (30mph Speed Limit) Consolidation and Variation Order 2025. An email was received with a copy of the Notice for the above proposed 20mph Speed Limit and 30mph Speed Limit which appeared in the Eastern Daily Press on the 9th May 2025, together with a plan, Statement of Reasons, the proposed orders and the current orders that are proposed to be consolidated and varied.

To consider / approve further action concerning the likely heavy traffic on the B1145 from the Solar Farm at Pettywell

No representation was made to local villages who may suffer from the impact of the solar farm development, it was acknowledged that there was already an increase in HGV traffic from the windfarm traffic. It was agreed to write to Norfolk County Council, with a copy to Breckland, the District Cllr and County Cllr raising concern / objection about the amount of traffic that will be on the B1145.

10. Breckland Local Plan – To receive update and formulate a more detailed assessment of the possible Bawdeswell development sites as part of the draft Breckland Plan.

It was confirmed that Cllr Hartley- Walder, Cllr Shannon and Cllr Bailey had attended the Village Clusters round table meeting held on 3rd June 2025. The plan is still in the draft stages with informal discussions and there would be a formal consultation in July on potential development sites with a draft plan expected in October. As previously highlighted, there was concern over Bawdeswell remaining a Key Service Centre due to lack of infrastructure. It was acknowledged that housing will need infrastructure improvements including access to medical facilities and school places. Roads and access to development sites will need adjustment and employment opportunities, improved public transport to local villages, improved retail facilities are needed. Bawdeswell would look to be considered a Primary Village.

Six potential development sites, 2 for Foxley and the barracks at Swanton Morley (acknowledging that this will cause demand on infrastructure in Bawdeswell) were put forward.

Cllr Shannon put forward a draft commentary for consideration / comment, concentrating on access to and from the sites. It was agreed that all sites had some varying degree of access issue. Following discussion on the individual sites, it was unanimously **AGREED** that Cllr Shannon would amend the commentary to reflect the discussion / agreement and that the amended document would be approved via email with a view to submitting to Breckland at the earliest opportunity as proposed by Cllr Shannon, seconded by Cllr Good. A copy of the agreed document to be attached to the minutes. Approval to be ratified at the next meeting.

The meeting was briefly adjourned to allow for public comment on proposed sites.

11. Council / Councillor emails – To consider / approve gov.uk emails for Council / Clerk and Councillors

There is now a requirement for all local authorities to have a generic email account hosted on an authority owned and managed domain, for example: clerk@bawdeswell-pc.gov.uk. It is also considered best practice for all council members (staff and councillors) to use an authority provided email account for both internal and external communication, this allows improved accountability and transparency as well as improved ability to comply with FOI and Subject Access Requests. When using personal email accounts this may no longer be possible and also risks personal emails being accessed if such requests are made to the council.

Following consideration of options, it was unanimously **AGREED** to approve the addition of an unlimited number of 10GB email accounts to the Council's norfolkparishes.gov.uk domain name for £20 per year as proposed by Cllr Bailey, seconded by Cllr Hannent.

12. Planning

(a) To consider planning applications received

Proposed change of use of land for the formation of 1no. Gypsy/Traveller pitch comprising 1 static caravan (mobile home), 1 touring caravan and erection of 1 dayroom, and use of land for equestrian purposes at Land off Reephram Road (Grid ref 604634 321649) **Appeal ref APP/F2605/W/25/3364054**

It was unanimously **AGREED** to submit further comments in respect of road safety concerns as further HGV traffic is going to be prevalent on the B1145 as proposed by Cllr Shannon, seconded by Cllr Good.

(b) To receive decisions from Breckland District Council

No decisions were received.

(c) To consider any late planning applications

No late planning applications were received.

13. Finance

a) To receive income / expenditure budget figures to 31st May 2025 for consideration

The balance of the Community account as at 31st May 2025 was confirmed as £26754.77, Business Money Manager (Earmarked reserves) was £38687.67. Budget figures were circulated to Council for consideration. Safeguarding review information has been submitted to HSBC. Clerk awaiting confirmation safeguarding review completed prior to pursuing dual authorisation.

b) To approve payments made, to be made and approve late payments as necessary

All payments made and to be made as per schedule of payments were **AGREED** as proposed by Cllr Shannon, seconded by Cllr Good. The list of payments and receipts to be signed by the one signatory in attendance. Late payments to include Grounds Maintenance £78.19 and Hall Hire for May £27.20.

PAYMENTS				
4th May 2025		Mrs Jo Boxall - refund laptop		£542.95
4th May 2025		Mrs Jo Boxall - refund Microsoft office		£119.99
4th May 2025		bank charges 13th March - 12th April 2025		£8.00
4th May 2025		Bawdeswell Village Hall Hire April		£27.20
6th May 2025		Norfolk ALC membership		£222.94
13th May 2025		PWLB - loan repayment		£2,090.82
13th May 2025		K&M Lighting - street lighting maintenance 13th May - 12th June		£9.42
16th May 2025		Muddy Badger - jubilee Garden		£195.00
28th May 2025		PCC - 50% contribution towards brown bin churchyard		£31.00
30th May 2025		Mrs Jo Boxall - May salary & exps		£575.72
30th May 2025		HMRC Employers NI		£22.31
RECEIPTS				
20th May 2025		HMRC VAT refund	£1,328.80	

14. Correspondence

All correspondence received was circulated to Council.

15. To receive items for information and receive items for the next agenda

Future agenda items to include - Football container, village hall car parking area, ratification of the commentary for the Local Plan,

16. To approve the date of the next meeting as Thursday 3rd July 2025

Following discussion, it was agreed to change the meeting date to Thursday 24th July 2025 starting at 7pm. Cllr Bailey sent his apologies in advance.

17. To close the meeting

There being no further business, the meeting was closed at 9.07pm