

MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 2ND OCTOBER 2025 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.

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

J. Boxall – Parish Clerk,

Members of the public – 4

1. To receive and note apologies for absence.

Apologies for absence previously accepted from Cllr Mallen. Apologies for absence received from Cllr Craven.

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

Cllr Good, Cllr Hartley-Walder and Cllr Shannon declared an interest in agenda item 12 Breckland Local Plan.

3. To approve the minutes of the Parish Council Meeting held on Thursday 4th September 2025

It was unanimously **AGREED** to approve the minutes of the Parish Council Meeting held on Thursday 4th September 2025, as a true and accurate record as proposed by Cllr Hannent, seconded by Cllr Good. Minutes were duly signed.

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

Concern was raised by residents about land opposite Maytree Farm. Cllr Shannon gave a brief overview and confirmed that there was currently no update regarding the Breckland Local Plan. A resident raised the issue of installing a mirror at the bottom of the village hall driveway, a response to a request sent to Norfolk County Council (NCC) Highways, confirmed that it was not NCC policy to permit the installation of mirrors.

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

Email reports received from the District and County Councillors were circulated electronically. County Cllr B. Borrett and District Cllr G. Bambridge were not in attendance.

Cllr Good gave an update on matters at the Village Hall, reporting on successful fundraising for Macmillan, raising over £1000 from coffee and cake. The Solar panels continue to generate electricity credit. There was still a need to maintain the high standard of the village hall and keep on top of maintenance. The AGM was confirmed as 27th October.

6. To receive update on matters arising from previous minutes for information only

Clerk to continue to chase information regarding street lighting agreement, previous minutes confirmed that the Parish Council had agreed to take on the maintenance / electricity from Breckland.

7. Village Hall

To receive quote/s and approve further action re fencing on recreation ground

One quote of £2200 has been received in respect of replacing the fencing at the edge of the driveway at the Village Hall. Following discussion, it was unanimously **AGREED** to put the quote aside for the moment pending following up the suggestion from C. Leppard to get a group of volunteers together to carry out the work with only the cost of materials needed as proposed by Cllr Shannon, seconded by Cllr Good.

To consider / approve replacement of gate post at entrance to Village Hall.

It was agreed that the Council still wanted to have a gate post. Cllr Shannon to speak to local contractor re installation of the post.

8. Play equipment – To receive update & consider / approve further action as necessary

Breckland DC confirmed that they have CCTV cameras which the Parish Council could request, these would be installed by the council for a period of 2 weeks to monitor what's going on at the recreation ground, the council could then review the footage to see what action if any is needed. The Parish Council would need to agree to pay for any damage incurred while the cameras are in use. Further information is being sought by Breckland on banning dogs from play area / recreation ground. Clerk to pursue the legalities regarding banning dogs on the recreation ground.

Cllr Craven apologised for not progressing the signage. As it was agreed that there was a need to get the signage as soon as possible prior to considering further action regarding dogs, Cllr Good agreed to look for suitable signage and report back to Council.

NGF confirmed that they have tightened up the swing posts (Toddler swings) and replaced with new nuts to solve issue of movement. They have looked at the climber and will send a report asap. The new toddler swing seats have arrived and would be installed as soon as possible.

The Clerk and Cllr Bailey met on site to consider play area. An inspection was carried out. The Clerk compiled a history of repairs / new equipment dates and costs for consideration.

A quote was received from Playdale to replace the seat on the air rider where it has been chewed by a dog - £272.20 + VAT

It was agreed that as it was not a high-risk issue, and winter was approaching, the replacement of the seats would wait until spring as proposed by Cllr Good, seconded by Cllr Shannon.

The Clerk confirmed that due to a misunderstanding, the handle from the roto bounce was thrown away so would need to be replaced. It was unanimously **AGREED** to replace the handle as proposed by Cllr Good, seconded by Cllr Hannent.

9. Football container – To receive update and approve further action regarding disposal of the football container and associated donation to the church roof

Cllr Shannon confirmed that he now has the keys to the container. Apologies were received from J. Snell for the delay in clearing the football container. It was confirmed that it has now been cleared and that a new padlock would be used to secure the unit. The container will be assessed for requirements, such as repainting, installation of a concrete ramp etc. It was unanimously **AGREED** that a donation of £500 would be made to Bawdeswell PCC directly from the Parish Council in payment for the container. The Parish Council would recognise that the donation is from the Football Club in payment for the container as proposed by Cllr Shannon, seconded by Cllr Hannent. Clerk to speak to the insurance company regarding storage of the mower.

10. Grounds Maintenance - To receive update

The brush cutter / multi tool had been purchased and added to the asset register. The hedges and undergrowth around the Recreation Ground has been cut back. Muddy Badger had been asked for a quote to cut the recreation ground hedge. It was agreed that the purchase of the football container would be recorded under grounds maintenance as it would be used for storage of equipment.

11. Highway matters – To receive update on Highway matters –

Speeding HGVs concern was raised by a resident. It was agreed that the Clerk would email the HGV company and highlight the concerns raised and request speed monitoring from the Police.

Change of speed limit - Norfolk County Council (Bawdeswell, Various Roads) (20 mph & 30 mph Speed Limit) Consolidation and Variation Orders 2025 - The Notice appeared in the Eastern Daily Press on Friday 19th September 2025 and the public consultation period for this scheme will close on the 14th October 2025.

Following discussion, it was agreed that the Clerk would write to Anglian Water and Highways regarding The Street road closure on 20th October highlighting the need for the work to be carried out promptly to enable the bus service to recommence as soon as possible.

12. Breckland Local Plan – To receive update and approve further submission as necessary

No further update was received.

13. Local Government Reorganisation – To receive update and approve further action.

All correspondence was circulated electronically. Breckland Council are holding engagement events. A presentation will be given by the Leader, Councillor Sam Chapman-Allen, and Chief Executive, Maxine O'Mahony. Cllr Shannon and Cllr Bailey to attend.

14. Policies – To review / update the following policies – Recording meetings & IT policy

The Clerk circulated draft policies for consideration – It was unanimously **AGREED** to approve the policies as proposed by Cllr Hannent, seconded by Cllr Hartley-Walder.

15. Planning

(a) To consider planning applications received

No planning applications were received.

(b) To receive decisions from Breckland District Council

No decisions received from Breckland District Council were received. An email was sent to Planning Enforcement following concerns over works commencing on land at Reephams Road (currently on appeal), planning responded confirming 'The site is being cut back in preparation for the Planning Inspectorate site visit. The owner's planning agent has assured the planning department (verbally and in writing) that there is no intent to carry out any works requiring planning permission, and his client has been made aware of their interest. '

(c) To consider any late planning applications

No late planning applications were received.

16. Finance

a) To receive income / expenditure budget figures to 30th September 2025 for consideration

The balance of the Community account as at 30th September 2025 was confirmed as £35913.35, Business Money Manager (Earmarked reserves) was £38894.13. Budget figures were circulated to Council for consideration

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 Bailey, seconded by Cllr Hannent. The list of payments and receipts was signed by the one signatory in attendance. The Clerk confirmed that Npower had taken £284.19 (for invoices as presented at the last meeting) by Direct Debit. Clerk to speak to Npower re overpayment.

PAYMENTS				
7th September 2025		Muddy Badger - invoice 190		£130.00

7th September 2025		Graham Wiliamson - Grounds Maintenance August		£49.76
7th September 2025		Npower invoice 1st Jan - 31st March 2025		£172.37
7th September 2025		Npower invoice 1st April - 30th June 2025		£111.82
7th September 2025		Clear Council - Annual insurance		£629.42
12th September 2025	DD	Npower invoices 1st Jan - 30th June (Duplicate payment)		£284.19
13th September 2025		K&M Lighting - street lighting maintenance 13th Sept - 12th Oct		£9.42
13th September 2025		Mr David Shannon - refund recreation ground works		£100.00
18th September 2025		Lawnwise & Leisure - grounds maint multi tool		£299.99
24th September 2025		Fenland Leisure Products - toddler swing replacement		£274.20
30th September 2025		Mrs Jo Boxall - September salary & exps		£575.72
30th September 2025		HMRC Employers NI September		£22.31
RECEIPTS				
		Breckland District Council - Precept	£15750.00	
28 th September 2025		Business Money Manager interest	£50.15	
FUTURE PAYMENTS				
TO INCLUDE		Bawdeswell Village Hall hire September		£27.20
1 st October 2025		Grounds Maintenance September		177.97
		K&M Lighting Maintenance – 12 th Nov		£9.42
31 st October		Clerk salary, exps & Employers NI		£598.03

17. Correspondence

All correspondence received was circulated electronically.

Cllr Good reported that she had received enquiries regarding the possibility of using the recreation ground as a new football ground for Reepham Football Team. Clerk to request further information so the Council can make an informed decision.

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

Items for the next agenda to include Breckland local plan. Football container, LGR, Play area– dogs, signage and review, highways. and Budget discussion ahead of December's precept meeting.

It was agreed that the Clerk would install AVG free Antivirus software on the laptop as proposed by Cllr Shannon, seconded by Cllr Bailey.

19. To approve the date of the next meeting as Thursday 6th November 2025

The date of the next meeting was confirmed as Thursday 6th November 2025.

20) To close the meeting

There being no further business, the meeting was closed at 20.27pm