

MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 6th NOVEMBER 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 – 3

1. To receive and note apologies for absence.

Apologies for absence previously accepted from Cllr Mallen.

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 14 Breckland Local Plan.

3. To approve the minutes of the Parish Council Meeting held on Thursday 2nd October 2025

It was unanimously **AGREED** to approve the minutes of the Parish Council Meeting held on Thursday 2nd October 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

A Resident expressed concern over the proposed housing allocation for 140 houses. Residents were encouraged to submit their views to Breckland. It was acknowledged that there is a need to advertise the consultation widely.

Cllr Good highlighted that the bollards on the village green are being destroyed by passing traffic and suggested they be replaced.

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

An email report received from the County Councillor was 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, The AGM was held with one Member of the public in attendance. The trustees were reappointed. The Village Hall have been approached to make a film on green energy. Thanks were extended to the Parish Council and volunteers for the new fencing to provide overflow parking. Letter of thanks to be sent.

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

All matters were covered elsewhere on the agenda.

7. Village Hall – To ratify approval of fencing materials (£584.23) for replacement fencing on recreation ground driveway and approve repositioning of fencing.

It was unanimously **AGREED** to approve the refund of £584.23 to the Clerk for the fencing materials, to reposition the fence on the recreation ground to allow for additional parking and to approve the additional expenditure for the auger and refreshments (refund D. Shannon) as proposed by Cllr Good, seconded by Cllr Hannent.

The Clerk reminded the Council of the Standing Orders and Financial Regulations and confirmed that decisions, especially of a financial nature without prior budgetary consideration, should not be made in between meetings.

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

The handle for the roto bounce was received. The 'No dogs in the play area' signage was ready to be put up.

NGF advised that the most cost-effective course of action with regards to the climber would be to replace the unit as a whole.

They confirmed that there are a number of posts that whilst not rotten are soft. Following discussion, it was unanimously **AGREED** to acknowledge the quote and consider in reference to the full research project, proposed by Cllr Shannon, seconded by Cllr Good. The security bolt on the flat swings had been replaced.

The Clerk and Cllr Bailey had put together a list of maintenance issues and the likely cost. Further enquiries were being made with regards to grass matting. As some issues in the report were a grounds maintenance issue, it was agreed to obtain a quote from Muddy Badger.

9. Recreation Ground – To consider request from Reephams Football Club to use recreation ground

Emails received from the Football Club were circulated to Councillors for consideration. It was acknowledged that the requirements of the Football Club included; Adult-sized goalposts to be available on-site. Use of the changing rooms for both home and away teams on match days, and possibly during some training sessions. Regular pitch maintenance, ensuring the grass is cut and kept at a suitable level for playing with Floodlighting considered beneficial. Line marking to be carried out by the Football club. The Village Hall could not sustain their requirements and the Grounds Maintenance contractor could not take on additional grounds work over the winter so it was unanimously **AGREE** to decline the request as proposed by Cllr Hartley-Walder, seconded by Cllr Good.

10. Football container – To receive update and approve further expenditure re repainting / concrete ramp

It was confirmed that the mower and equipment had been moved and the insurance company notified. The people using the equipment have keys to the locks. Thanks were extended to Peter & Carolyn Good for looking after the mower to date.

Cllr Shannon confirmed that wooden ramps (for mower access) are working well at the moment and that painting of the container would need to wait until the Spring (estimated cost of £300).

11. Grounds Maintenance - To receive update

A copy of the contractor's public liability insurance was received.

12. Highway matters – To receive update on Highway matters

It was noted that the road works in The Street were completed very efficiently and were finished a day earlier than planned with the buses back and running through the Street on the Friday afternoon/evening. Thanks were sent to both NCC and Anglian Water for their help and consideration.

13. Community Car Scheme – To consider/ respond to proposal for additional car scheme

An email was received from Kickstart Norfolk seeking the Council's comments on a new scheme for anyone of any age who does not have their own transport to assist in accessing essential services including medical appointments, essential shopping, day care / respite or social activities. As it was acknowledged that the scheme needs more drivers to fulfil the current demand any additional pressure on the scheme could not be accommodated. The Parish Council supported the principle behind the scheme but could not cope with extra demand.

14. Breckland Local Plan – To receive update and approve submission to Regulation 18 stage of Local Plan consultation

It was confirmed *'Breckland District Council is carrying out a public consultation on the Draft Plan from Friday 31 October 2025 until 23:59 on Monday 15th December 2025 This stage of the local plan (known as Regulation 18) sets out Breckland's draft policies and growth strategy and provides an early opportunity for communities, businesses, landowners, developers, partners and stakeholders to 'have a say' and comment on the draft Local Plan before it is considered further and then finalised for the next (Regulation 19) stage. Consultation will also take place at the Regulation 19 stage.'*

Cllr Shannon circulated a draft for consideration. The meeting was adjourned to allow members of the public to comment on the proposal – concerns included the volume of houses, the location and the lack of any alternative location/s.

Following discussion, it was unanimously **AGREED** to accept Cllr Shannon's draft with the following additions – highlight the increase in housing statistics without any infrastructure to support the increase and to make a point about the site at the end of The Street not being included, as it would offer some affordable housing and infrastructure as proposed by Cllr Shannon, seconded by Cllr Hartley-Walder. Clerk to circulate the final draft for approval via email before submission to Breckland.

15. Bawdeswell Heath – To receive update

Norfolk Wildlife Trust confirmed that *'The advice we have received is that there is no confidence that any amount of legal work would allow your Trustees to dispose of Bawdeswell Heath for anything less than full market value. Furthermore, based on the background and correspondence from the Charity Commission, our solicitor does not feel that there is any legal argument that can be made to convince the Charity Commission to approve a change to the objects of your charity. This clearly leaves us in a very unfortunate position and one which does not appear to allow us to proceed.'* A summary of the advice NWT received was included with the legal references for further consideration.

Bawdeswell Heath Trustees are meeting 11th November to discuss the implications of this. Cllr Shannon has been invited to attend and will confirm that the Parish Council maintains its current position.

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

Cllr Shannon circulated an update following a meeting with Breckland (Cllr Bailey was also in attendance) and confirmed that Breckland, with others are pressing for a 3 -state solution as opposed to NCC's recommendation for a single authority. The central government view, on the basis of the various submissions should be forthcoming in mid-November, with possible shadow elections for any new authority in 2027. There would be likely council tax increases stemming from the LGR because of other debt-ridden councils Breckland is due to amalgamate with! (Breckland has no debt). No further action to be taken by the Parish Council at this point

17. Street Lighting Maintenance Contract – To consider / approve 3-year contract

A new street lighting contract was received for consideration. As some lights have been converted to LED, maintenance charges were reduced to £58.01 + VAT per annum. It was unanimously **AGREED** to accept the contract for a 3-year LTA as proposed by Cllr Good, seconded by Cllr Hartley-Walder.

Recreation Ground

It was agreed to revisit agenda item 9 Recreation Ground to consider the emotive issue of dogs on the recreation ground. Emails / a letter was received asking the Council not to ban dogs from the recreation ground.

The Parish Council confirmed that they are currently researching options to prevent further dog fouling / damage to play equipment, acknowledging that this includes the legal possibility of banning dogs, but were not looking to ban dogs in the first instance. It was confirmed that as fencing around the play area would need to meet safety and regulatory standards (BS1722), it was not currently a financially viable option. Along with the new signage asking dogs to be kept away from the play area, the Council were looking to dog owners to promote good practice. The Council would look to have further discussion / consult with dog owners should the current limited action not be successful.

18. Policies - To review / update the following policies – Travel & expenses policy

It was unanimously **AGREED** to approve the travel and expenses policy without amendment as proposed by Cllr Shannon, seconded by Cllr Good

19. Planning**(a) To consider planning applications received**

PL/2025/1486/HOU – single storey side / rear extension and new entrance porch at Church Lodge, The Street, Bawdeswell
The Council agreed (via email) that they had no comment or objection to the application.

(b) To receive decisions from Breckland District Council

Appeal Decision for 3PL/2023/1145/F - Land off Reepham Road, Bawdeswell, NR20 4RX. – Appeal dismissed

(c) To consider any late planning applications

No late planning applications were received.

20. Finance**a) To receive income / expenditure budget figures to 31st October 2025 for consideration**

The balance of the Community account as at 31st October 2025 was confirmed as £34115.62, Business Money Manager (Earmarked reserves) was £38798.89. Budget figures (including forecasted end of year 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 Hannent, seconded by Cllr Bailey. The list of payments and receipts was signed by the one signatory in attendance. The Clerk confirmed that Npower had not taken any further payments by Direct Debit and would be decreasing the £284.19 credit.

PAYMENTS					
1st October 2025	Bawdeswell Village Hall - September hall hire				£27.20
1st October 2025	Graham Williamson - September grounds maintenance				£177.97
3rd October 2025	Purchase of container - Football Club donation to PCC				£500.00
9th October 2025	Community Car Scheme payments July - September				£113.13
12th October 2025	Mrs Jo Boxall - refund fencing recreation ground				£584.23
20th October 2025	K&M Lighting 13th October - 12th November				£9.42
20th October 2025	Playdale - handle roto bounce				£221.30
20th October 2025	Mrs Jo Boxall - refund dog signage				£35.32
24th October 2025	Npower - Street Lighting electricity £124.79 (account in credit)				-
27 th October 2025	Transfer from Business savings iro bin Bluebell Rise				£62.94
	Transfer from Business savings iro play inspection Bluebell Rise				£8.00
31st October 2025	Mrs Jo Boxall - October salary & exps				£575.72
31st October 2025	HMRC Employers NI				£22.31
RECEIPTS					
16 th October 2025	HMRC VAT refund April – September 2025			£325.93	
28 th October 2025	Interest Business Saver account			47.69	
FUTURE PAYMENTS					
1 st November 2025	Bawdeswell Village Hall Hire October				£27.20
1 st November 2025	Grounds Maintenance October				£247.08
	Refund Cllr Shannon Refreshments & miscellaneous materials – fencing				£81.10
	Refund – Auger for fencing				£42.00
	K&M Lighting 13 th Nov- 12 th Dec				TBC

30 th November 2025	Mrs Jo Boxall – November salary & exps HMRC Employers NI			£575.72 £22.31
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c) To approve payments to Reeves Tale, NARS, Post Office and Citizens Advice

It was unanimously **AGREED** to approve the following payments in accordance with the budget – Reeves Tale £410, NARS £50, Bawdeswell PCC £150 contribution towards heating for Post Office and £50 Citizens Advice as proposed by Cllr Hartley-Walder, seconded by Cllr Good.

d) To approve 50% contribution to Bawdeswell Heath

It was unanimously **AGREED** to approve a 50% contribution towards Bawdeswell Heath insurance £198.65 in accordance with the budget, proposed by Cllr Good, seconded by Cllr Bailey

e) To receive / consider budget figures ahead of setting the precept

The Clerk circulated predicted end of year budget figures for consideration ahead of the precept approval in December. It was confirmed that last year's tax base was 301.2 and this year is 303.5 so if the Council decide to keep the precept the same there will be a reduction in the precept due to the slight increase in the tax base. To maintain the same level the precept could increase to £31741.

21. Correspondence

All correspondence was circulated and matters raised elsewhere on the agenda.

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

Items for the next agenda to include precept consideration, earmarked reserves policy, dogs on recreation ground and future maintenance of Adams Pit.

23. To approve the date of the next meeting as Thursday 4th December 2025

The date of the next meeting was confirmed as Thursday 4th December 2025. There would be no meeting in January.

24. To close the meeting

There being no further business, the meeting was closed at 20.45pm.