

MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 5th FEBRUARY 2026 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.

Present: D. Shannon (Vice Chair), R. Hannent, M. Bailey, P. Craven and C. Good

J. Boxall – Parish Clerk,

Members of the public – 4

1. To receive and note apologies for absence.

It was with sadness that it was reported that the Chairman, John Mallen, passed away peacefully on 16th December. He will be sadly missed, not only within the confines of the Parish Council, where he served with distinction over many years, but also throughout the whole community of Bawdeswell and Bylaugh where he was so widely treasured. A minute's silence was held. It was agreed that the notice of vacancy would be displayed on 1st March following John's memorial service. It was agreed that Cllr Shannon would continue to chair the meetings until the Annual Parish Council meeting when a new chair would be elected. Apologies for absence were received from Cllr A, Hartley-Walder.

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

Declarations of interest received from Cllr Shannon and Cllr Good in matters relating to the Local Plan.

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

It was unanimously **AGREED** to approve the minutes of the Parish Council Meeting held on Thursday 4th December 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

No comments were received.

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 the Police were not in attendance, District Cllr Bambridge sent his apologies. Cllr Good gave an update on matters at the Village Hall, and confirmed that the hall is continuing to host events enhancing Bawdeswell's community. It was reported that, following an inspection, the seals around the south side of the roof windows need replacing, at a cost of £7000. The problem is a continuing issue with the roof. The hall has the finances to cover this cost. A young person was helping the village hall as part of their Duke of Edinburgh silver award.

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

All matters were covered elsewhere on the agenda.

7. Play equipment – To receive update & consider / approve further action regarding dogs on recreation ground

The Clerk carried out an inspection. The gate hinge at Bluebell Rise may be broken and require further attention (this could always be kept shut pending repair as there was a second entrance). Thanks were extended to Mr Boxall for his help with the gate hinge. Thistles have been removed. A clean of the equipment at the recreation ground was outstanding. The vegetation has been cut back as agreed and thanks were extended to Muddy Badger for their hard work.

The Clerk had removed a bag of dog poo from the little play area Bluebell Rise. It was acknowledged that new dispensers and dog bags were needed. It was agreed to put the replacement of the seats on the roto bounce and air rider and revisit the issue of more dog signage on the March agenda.

8. Breckland Local Plan – To receive update

Cllr Shannon gave a brief update on the proposed allocation. *'Post consultation – Analysis of responses to take place between 16th December and 31st May 2026. Following the close of the consultation, Breckland Council will review the feedback given and publish the responses made. Breckland will then update the plan and go out to a Regulation 19 (pre submission) consultation within 2026. After the pre submission consultation closes, Breckland aim to submit the final plan to the Planning Inspectorate to be examined. Following the close of the examination the Planning Inspectorate will either find the plan to be "sound" or not. If found sound, Breckland will then look to adopt the plan and it will form part of the development plan for the area.'*

Notice was received that Breckland Council is currently unable to demonstrate a 5-year supply of housing land. *'The latest calculation demonstrates a 2.8 year supply. The Council is updating the 2019 Local Plan. Regulation 18 public consultation ended in December 2025 and the Council is now progressing the Plan to Regulation 19 that is expected in early summer 2026 with submission for examination by the end of the year. Once the examination is completed, the Council will be able to demonstrate a robust 5 year supply of housing land. Until work on the new Plan is at an advanced stage the lack of a 5 Year Housing Land Supply, paragraph 11d of the NPPF applies. This 'tilted balance' is a planning principle that shifts the scales towards granting planning permission for development, especially housing, when a local authority lacks a five-year housing land supply or its local plan policies are outdated, requiring a strong justification to refuse development, balancing potential adverse impacts against benefits.'*

9. Bawdeswell Heath – To receive update

No update was received. It was assumed that the Heath Trustees are currently keen to maintain the status quo.

10. Local Government Reorganisation – To receive update

Cllr Shannon gave a brief update on proposals. Cllr Hannent and Cllr Shannon attended a meeting to look at Breckland's proposal for community land transfer. (An email was received from Breckland – *'Breckland District Council confirming that BDC is undertaking a district wide review of its land assets to ensure they continue to be protected, managed, and used for the benefit of the communities they serve. As part of this process, they want to provide all Parish Councils with the opportunity to take ownership of BDC owned land within their parish boundaries. Where appropriate and subject to the necessary governance and legal processes, the transfer of assets to Parish Councils would enable land to remain in local control and be managed directly for the benefit of residents. To assist BDC with planning and prioritising this work, they would be grateful if the PC could begin to consider whether there are any BDC land sites within the Parish that the PC may be interested in taking ownership of.'* (Land Blackhorse Close and off Folland Court). It was confirmed that no funding was available to accompany any transfer of land. A plan was shown to the meeting for consideration showing land in question. It was agreed to include this on the next agenda, although it was recognised that there was probably no benefit to gaining ownership of these parcels of land.

The Government has announced that the elections for the New Norfolk and Suffolk Mayor are to be postponed for 2 years, citing a lack of preparedness. It was confirmed that the government has decided that Norfolk County Council elections won't take place this year, to allow time and capacity to deliver devolution and local government reorganisation.

11. Highway matters

To approve further action regarding broken bin post

It was unanimously **AGREED** to ask the Grounds Maintenance Contractor to replace the broken post (Cllr Shannon confirmed that he has a suitable post) and cover the cost of labour and materials as proposed by Cllr Good, seconded by Cllr Hannent.

To consider/approve action to clear/refurbish bus shelters

It was agreed to ask Muddy Badger to clear the brambles at the back and side of the bus shelter on Norwich Road and clear the ivy on the other bus shelter.

To receive update and consider/approve request for road sweeping.

Cllr Shannon highlighted concerns about the state of the pavements in the village as they are covered with detritus (mainly leaves) and are therefore dangerous and slippery when wet / icy. Clerk to contact Highways requesting clearance.

To review concerns about HGV traffic along Norwich/Reepham Rd in light of approval for solar farm.

A letter was sent June 2025 to Norfolk County Council, Breckland Planning and copied in both the District and the County Councillor. It was agreed that the Clerk would send a further reminder seeking a response to the Councils concerns.

A resident raised concern about flooding on Chaucer Close. Email to be sent to Anglian Water recognising the resident's attempt to get action regarding the flooding on Norwich Road and Chaucer close and asking if this flooding issue has been resolved and if not, what are their intentions to rectify the issue. A copy to be sent to NCC Highways

Cllr Shannon confirmed that following a survey of the village, 15 pot holes and three road signs were reported to NCC Highways. Disappointment was expressed at the condition of the roads and pavements as they were a patchwork of repairs. Pot holes and signage to be monitored for repair and if there was no action, to chase with Highways.

12. Planning

(a) To consider planning applications received

No planning applications were received.

(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

To receive income / expenditure budget figures to 31st January 2026 for consideration

The balance of the Community account as at 31st January 2026 was confirmed as £27091.85, Business Money Manager (Earmarked reserves) was £38675.31. Budget figures were circulated to Council for consideration. Acknowledgement of receipt from Breckland regarding precept request £34250 was received.

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 Hannent. The list of payments and receipts was signed by the one signatory left.

PAYMENTS				
9th December 2025	Graham Williamson - November grounds maintenance			202.52
9th December 2025	K&M Lighting - street lighting maintenance 13th Nov - 12th Nov 2026			69.61
19th December 2025	Muddy Badger - Recreation Ground clearance and waste disposal			180.00
28th December 2025	Muddy Badger - Recreation Grounds clearance and waste disposal			370.00
28th December 2025	Refund David Shannon - public liability insurance Mower			142.08
31st December 2025	Mrs Jo Boxall - December salary & exps			579.21
31st December 2025	HMRC Employers NI December			22.31
6th January 2026	Bawdeswell Village Hall - Hall hire December			27.20
6th January 2026	Breckland District Council - Bin emptying Beehive Way (reserves)			259.32
6th January 2026	Christopher Leppard - refund public liability mower			135.48
6th January 2026	Community Car Scheme payments Oct-Dec			133.40
7th January 2026	Bawdeswell Village Hall - hall hire November			27.20
17th January 2026	CBR Business Solutions - DBS C Leppard			15.60
17th January 2026	Muddy Badger - invoice 0306 dogwood hedge rec ground			345.00
17th January 2026	Muddy Badger - invoice 0292 - Adams Pit hedging			150.00
17th January 2026	Muddy Badger - inv 0293 - village maintenance			200.00
20th January 2026	Npower street lighting electricity £195.77 - credit £159.40			36.37
31st January 2026	Mrs Jo Boxall - January salary & exps			575.72
31st January 2026	HMRC Employers NI January			22.31
RECEIPTS				
19th January 2026	Foxley Parish Council - Community Car Scheme	47.50		
26th January 2026	Transfer earmarked reserves (bin empty)	259.32		
26th January 2026	Transfer Trustee a/c Adams Pit	150.00		
28th December 2025	Business saver account interest	44.70		
28th January 2026	Business saver account interest	46.18		
FUTURE PAYMENTS				
	Jo Boxall – refund £25 & £13.50 mileage replacement cable			38.50
28th February 2026	Clerk salary & expenses			565.72
	HMRC Employers NI			22.31
1st March 2026	Bawdeswell Village Hall – February hall hire			27.20

To consider / approve grant request in respect of Community Car Scheme 2026/27

The balance of the Community Car Scheme was confirmed as £1407.83 with expenditure for 2025/26 of £334.34 (January 2025-December 2025), income £297.50, Following discussion, it was unanimously **AGREED** to request a grant of £250 for 2026/27 as proposed by Cllr Good, seconded by Cllr Hannenet.

To consider / approve £25 payment in respect of laptop cable & associated mileage

It was unanimously **AGREED** to refund the Clerk £25 for the replacement cable and associated mileage £13.50 as proposed by Cllr Bailey, seconded by Cllr Shannon.

To receive update and approve account signatories for HSBC account and Trustee account.

It was acknowledged that following the sad passing of John Mallen, there was a need to update the signatories in both the HSBC accounts and the Trustee accounts. Cllr Hartley-Walder had previously agreed to be a signatory but was not in attendance to confirm. It was unanimously **AGREED** that the signatories would be Cllr Shannon, Cllr Bailey and Cllr Hartley-Walder (subject to confirmation) as proposed by Cllr Hannent, seconded by Cllr Craven.

14. Correspondence

Breckland Community Land Transfer (see agenda item 10)

An email was received confirming - The Norfolk County Council (Bawdeswell, Various Roads) (20 mph and 30 mph Speed Limit) Consolidation and Variation Orders 2026 - The Notice is to appear in the Eastern Daily Press on the Friday 2nd January 2026 and the public consultation period for this scheme will close on the 27th January 2026.

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

It was agreed that the Clerk would contact BT and request urgent repair of the telephone (handset is broken) and to request refurbishment as the coats of paint are peeling and the signage needs attention. It is acknowledged that it is a listed building. Future agenda items to include the replacement seats in the play area, driveway maintenance and football container refurbishment. The Parish Council approved the use of the recreation ground for additional car parking (area to be taped off) and for the erection of a marquee (public liability held by the marquee company) for the celebration of life for John Mallen on 28th February.

16. To approve the date of the next meeting as Thursday 5th March 2026

The date of the next meeting was agreed as Thursday 5th March 2026 at 7pm.

17. To close the meeting

There being no further business, the meeting was closed at 20.20pm.