

**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL  
HELD ON THURSDAY 30<sup>th</sup> JULY 2026 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.**

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

**J. Boxall – Parish Clerk**

**Members of the public – 0**

**District Cllr G. Bambridge**

**1. To receive and note apologies for absence.**

Apologies for absence were received from Cllr Hartley-Walder.

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

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

**3. To approve the minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> July 2026**

It was unanimously **AGREED** to approve the minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> July 2026, as a true and accurate record as proposed by Cllr, 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 members of the public were in attendance.

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

It was confirmed that Muddy Badger (grounds maintenance) have been asked / agreed to install the tree surrounds at the recreation ground.

**6. Recreation Ground**

**To consider / approve action for village volunteers to cut recreation ground car park hedging**

It was **AGREED** to allow the village volunteers to cut the recreation ground car park hedging, subject to checking that there were no birds nesting as proposed by Cllr Hannent, seconded by Cllr Good with one abstention.

**To receive update on play area matters**

The dog bag dispensers had been purchased. There was an issue with one of the replacement seats for the air rider. As it was confirmed as a manufacturing fault, Playdale were reissuing this seat along with the additional seat needed. The quote of £313.49 was received for the other replacement seat and bolts necessary to secure the rotobounce handle (it was reported following another play inspection carried out last week that the bottom bolt was missing from the handle) Movement was noted in the frame of the toddler swings and NGF were coming to have a look and secure the frame. Pending receipt of the new bolt/s, it was agreed that the rotobounce handle will be secured.

Cllr Bailey confirmed that he was waiting for a quote and explanation of the plan received for the play area

**To consider / approve further action following ROSPA annual play inspection report**

The annual play inspection report was received which highlighted various matters for consideration / action. It was confirmed that the high-risk item, the goal post, has been fixed and a replacement bolt has been installed. Following discussion, it was unanimously **AGREED** to place the picnic tables in an area outside the play equipment 'fall zone; and secure with post Crete and bolts as proposed by Cllr Shannon, seconded by Cllr Craven.

The wooden climbing frame remained an issue with supports heavily decayed below ground level. As this item would likely be removed as part of the refurbishment of the play area, it was unanimously **AGREED** to continue to carry out weekly inspections to ensure unit was safe as proposed by Cllr Shannon, seconded by Cllr Good. A record of the inspections are to be kept.

The report highlighted the ongoing issue of insufficient surfacing under various pieces of equipment. Following discussion, it was unanimously **AGREED** that as this was not a high- risk issue, the Council would continue to concentrate on plans for major refurbishment and not spend money on surfacing for equipment that may not be staying in the longer term. It was agreed to invite an independent contractor to quote for grass matting for consideration as proposed by Cllr Hannent, seconded by Cllr Good.

It was unanimously **AGREED** to seek advice from Muddy Badger to limit the vegetation near the mushrooms and to open up the area as proposed by Cllr Shannin, seconded by Cllr Good. Muddy badger to be asked about clearing vegetation around basketball court etc.

It was reported that one of the gates at Bluebell Rise play area has a finger trap hazard. It was **AGREED** to tie wrap the gate shut until a repair / replacement could be arranged as proposed by Cllr Shannon, seconded by Cllr Hannent. Consideration to be given to the safety aspect of shutting one of the gates in the first instance.

**7. Jubilee Garden – To receive update & quote for lawn care and consider / approve further action**

Quotes were sought for the refurbishment of the grass area at the Jubilee Garden. One contractor responded that they were unable to quote due to concerns regarding access and parking. The second contractor provided a quote of £57.75 per month (includes seasonal treatments and any additional services recommended to achieve best results).

Cllr Shannon felt that this was excessive and the grass areas only needed a one-off weed clearance and reseeding this Autumn.

Concern was expressed that any action may not be long lasting and the issue would recur. Following discussion, it was **AGREED**

to ask the community what they feel about the Jubilee Garden and whether they would wish to keep it the same or change it, acknowledging the changing climate as proposed by Cllr Good, seconded by Cllr Craven with one against. Cllr Good to draft a piece for consideration at the September meeting. It was agreed to postpone any planting of shrubs in the Jubilee Garden at the moment.

## **8. Breckland Local Plan – To consider / approve PC response to Regulation 19 consultation**

A response was received on 14<sup>th</sup> July from the Planning Policy Team regarding the email sent on the 6<sup>th</sup> July highlighting Bawdeswell's concerns regarding the proposed allocation of 120 houses (for consideration ahead of the cabinet meeting on the 13<sup>th</sup> July) confirming that *'Bawdeswell is classified as a Primary Parish as it has a reasonable number of key services and facilities as set out in the Parish Hierarchy paper. The parish has experienced only limited historic growth with 42 completions since 2019 (the current plan period) and 0 commitments. Comparisons were given with other parishes 'It is considered that Bawdeswell is contributing in a fair way when compared to similar parishes. 'It is also important to note that new allocations are needed across the District to help to meet the mandatory housing target that is significantly higher than in the current local plan (612 to 920 dpa)'*

It was acknowledged that concerns raised by the Parish Council at previous meetings with the planning policy team seemed to be met with understanding and acknowledgement. However, District Cllr Bambridge reported that the Planning Policy team had implied that Bawdeswell Parish Council were accepting of the proposed allocation. It was confirmed that all cabinet members in attendance voted for the draft plan. District Cllr Bambridge received an email from Planning Policy Team which confirmed;

*Two sites were allocated in the 2024 Reg 18 Plan for 25 and 40 dwellings respectively. These were BAWD 123 Land East of the Street and BAWD 231 – West of Reepham Road.*

*You will be aware that following the consultation on the 2024 Draft Plan, work was paused so that the Council could fully consider the implications of the emerging new NPPF and in particular the significant increase in the mandatory housing requirement for Breckland. Following the outcome of this and the re-commencement of work on the Plan, the Council had to revisit the Development Strategy and scale of development required across the District with particular reference to the need to increase the scale of new housing allocations to meet the new housing requirement.*

*These two sites were not taken forward into the 2025 Regulation 18 Draft. The reasons for this were both site specific and as a consequence of the increased numbers. This is illustrated by the site assessments.*

*The Site Assessments still consider both these sites as 'alternatives' The site assessment for site 123 concludes: While it is recognised that there may well be some merit in this site, it is not considered to be needed to meet the housing targets set out in proposed Policy HOU01 – i.e. the other sites that are proposed allocations and other forms of delivery set out in proposed Policy HOU02 are considered to be preferable proposals.*

*The assessment for the other 2024 Reg 18 allocation concludes: (231 – West of Reepham Road, Bawdeswell) states: Site not considered to be suitable for development due to concerns around extensive surface water pooling on site including surface water flow path north of site along Reepham Road, inhibiting safe access and egress from the site. Additionally, Reepham Road is not of a suitable standard to support further development with insufficient carriageway width to the south of the sites access point, with no opportunity to provide footways to the village centre.*

*The reason why they were removed (and specifically site 123) is therefore as a result of the mandatory need to find more housing to meet the District need (that arose between the 2024 and 2025 Regulation 18 drafts). Bawdeswell (amongst many parishes in the District) being required to contribute a higher number and the new allocated site is considered to be most satisfactory way to do this.'*

Cllr Shannon circulated a draft response (highlighting the Parish Councils strong objections to the proposal) to Councillors ahead of the Regulation 19 consultation commencing on 31<sup>st</sup> July for consideration. No substantial changes were proposed subject to obtaining information from the feedback sessions (to be attended by Cllr Shannon and Cllr Bailey). Final draft to be approved at the September meeting.

It was acknowledged that it is important to highlight the consultation to the community and various methods were discussed including on social media and via notices displayed around the village. It was agreed to invite Breckland Planning Officers to the next Parish Council meeting.

The meeting was temporarily adjourned as help was sought to access the defibrillator.

District Cllr G. Bambridge confirmed that the Parish Council can request a public hearing with the Planning Inspector once the plan is put forward.

## **9. Planning**

### **(a) To consider planning applications received**

PL/2026/0922/CLEUD

Application for a Lawful Development Certificate for an Existing Use or Operation or Activity, including those in breach of a planning condition Town and Country Planning Act 1990 (as amended) Occupation of Park House in breach of occupancy condition 2 on PP ML4174 PARK HOUSE Dereham Road, Bawdeswell, Dereham, Norfolk, NR20 4AA

It was unanimously **AGREED** that as the Council remained ignorant of what occupancy condition has been breached (despite seeking clarification from Planning on the nature of the application, the Parish Council had no comments to make as proposed by Cllr Shannon, seconded by Cllr Good

**(b) To receive decisions from Breckland District Council**

No planning decisions were received from Breckland District Council

**(c) To consider any late planning applications & receive update on submission to Planning Enforcement re land off A1067**

The Council's concerns regarding development on land off A1067 has been registered with and acknowledged by Planning Enforcement. Although it was suggested by the investigating officer that requests for an update may delay the process, it was agreed that the Clerk would seek an update and ask that there be resolution ahead of the bank holiday with a copy to Rebecca Collins who oversees planning matters.

**10. Correspondence**

The Clerk received a complaint regarding an overgrown hedge on Hall Road which was reported to NCC Highways by a resident. Highways response was to ask the resident to contact the Parish Council (who would send a letter). Clerk to chase this with Highways as it was understood this was not the responsibility of the Parish Council.

A response was received from Highways confirming that the white lines on The Street have been completed and the junction is on the list for resurfacing / repair.

**11. To receive items for information and receive items for the next agenda**

It was confirmed that there would be a road closure on B1145 Reeppham Road, Bawdeswell on 16/10/2026 from 07:30 – 17:00 to allow Anglian Water to undertake essential manhole cover repairs.

PKF Littlejohn had completed the external audit and confirmed that *'the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'*. – *'Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has confirmed that it has not complied with the governance Assertion in Section 1, Box 9, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.'* (Former Allotment Highways Surveyors Trust) It was agreed that the conclusion of audit documentation would be published on 1<sup>st</sup> September and displayed for 2 weeks. (to be ratified at the next meeting).

The Clerk would chase HSBC about the mandate change as she had not received any further communication following the mandate change request.

Future agenda items to include the Breckland Local Plan, Annual Clerk appraisal, Councillor vacancy, ratification of decisions from previous meetings, disabled parking, tree survey, jubilee garden and street lighting. It was agreed to consider community engagement via an official Facebook page / social media.

**12. To approve the date of the next Parish Council Meeting as Thursday 3<sup>rd</sup> September 2026**

The date of the next meeting was approved as Thursday 3<sup>rd</sup> September 2026. As the Clerk would be on leave on the 3<sup>rd</sup> December, it was agreed to provisionally rearrange this meeting to the 17<sup>th</sup> December 2026/

**13. To close the meeting**

There being no further business, the meeting was closed at 20.48pm.