MINUTES OF THE PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON THURSDAY 5th NOVEMBER 2026 AT BAWDESWELL VILLAGE HALL STARTING AT 7.00PM.
Present: D. Shannon (Chair), C. Good, R. Hannent, M. Bailey, P. Craven and A. Hartley-Walder.
J. Boxall – Parish Clerk
Members of the public – 1
District Cllr G. Bambridge

1. To receive and note apologies for absence.
No apologies for absence were received.

2. To record declarations of interest from members in any item to be discussed
Declarations of interest were received from Cllr Shannon, Cllr Good and Cllr Hartley-Walder in matters relating to the Breckland Local Plan.

3. To approve the minutes of the Parish Council Meeting held on Thursday 1st October 2026
It was unanimously **AGREED** to approve the minutes of the Parish Council Meeting held on Thursday 1st October 2026, 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 item
No comments were received.

5. To receive reports from District Councillor, County Councillor & Police. To receive report from Village Hall & Primary School
It was understood that District Cllr Bambridge would be attending later. All monthly reports received from District and County Councillors were circulated. Cllr Good reported that the Village Hall Trustees held their AGM and would hold an extraordinary meeting to focus attention 2 to 5 years ahead and consider future projects.

6. To receive update on matters arising from previous minutes for information only – LGR
Ministers have confirmed that local government reorganisation (LGR) will press ahead, with Norfolk County Council and the county's seven district, borough and city councils set to be replaced by new authorities by 2029. Under the original plan, signed off in March, the county was to be split into three new unitary councils: Greater Norwich City, East Norfolk and West Norfolk. The government has said a final decision on what replaces Norfolk's councils will be announced in the New Year, with one, two or three councils all still on the table. Local government minister Jim McMahon has confirmed that district council elections will go ahead as normal in May 2027, with elections to new "shadow" unitary councils in May 2028 and the new authorities taking over in 2029, a year later than originally planned. Norfolk and Suffolk are still expected to elect a mayor in May 2028.

7. Breckland Local Plan – To receive update on matters including site at the end of The Street
No update was received with regards to the Breckland Local Plan. Cllr Shannon had attended a meeting with the land owner and potential developer, Orchard Homes, of the site at the end of The Street. There was wide ranging discussion without conclusion. Water tests were being carried out on the site to assess flood risk, The Parish Council's perspectives were highlighted – the Parish Council wishes to see housing development proposals with infrastructure considerations and that the Parish Council's idea of development was associated with the Local Plan and therefore the Parish Council would be looking (if the Planning Inspector agreed) to adjust the existing target and relieve the density of housing on Foxley Road. The developer was encouraged to engage with Breckland. As Cllr Shannon may be away when the opportunity to speak to the Planning Inspector arises, he will produce speaking notes for the benefit of the person appointed with the task.

8. Recreation Ground –
To approve further action on play area refurbishment
There was no update, it was agreed to defer to a future meeting.

To consider / approve request to use recreation ground for Senior Men's football
An email was received seeking approval to use the recreation ground for senior men's football. Following discussion, it was unanimously **AGREED** to respond, asking for further information regarding the potential use of the Village Hall, (it was acknowledged that this may impact other hirers, increase cleaning provision and affect future considerations regarding the existing changing rooms) grounds maintenance requirements– provision of goal posts, pitch marking, grass cutting and the cost implication etc.as proposed by Cllr Shannon, seconded by Cllr Hartley-Walder. Proposer to be invited to attend a future meeting to discuss further.

9. Flooding – To receive update on flooding concerns and approve further action as necessary
As it was understood that Anglian Water had attempted to rectify the situation and as there was no evidence, despite recent rain, that the flooding has recurred, it was agreed to remove flooding from the agenda unless further concerns arise.

10. Grounds Maintenance – To receive update

The Clerk reported that Grounds Maintenance in respect of the mower was expected to be around £6000 as budgeted with the final payment to repay earmarked reserves. Grounds Maintenance costs in respect of the village green / jubilee garden were reported to date as £1670, recreation ground £1337.95 with an additional £430 in respect of the bus stops.

To receive updated tree survey and approve further action
The tree report was received and circulated to Councillors for consideration. Work highlighted to be carried out within 12 months of survey or within 3 years for low-risk work. Following discussion, it was agreed to obtain quotes for recommended work.

District Cllr G. Bambridge joined the meeting at 19.36pm

Jubilee Garden – To approve further action re future maintenance following consultation
No response was received from residents regarding consultation on future maintenance of the Jubilee Garden. It was **AGREED** that maintenance of the Jubilee Garden carry on as usual without additional maintenance of the grass etc. as proposed by Cllr Good, seconded by Cllr Hannent with one against.

To consider / approve request from Grounds Contractor to pay Public Liability Insurance
It was confirmed that the Parish Council currently refunds the cost of Public Liability in respect of its volunteers and has received a request from the Grounds Maintenance Contractor to cover their £131.07 public liability insurance. Following discussion, it was unanimously **AGREED** that the Parish Council would find it difficult to pay the cost of the public liability insurance for any self-employed contractor, and acknowledged that as a result the contractors costs may increase for 2027/28 as proposed by Cllr Hannent, seconded by Cllr Good.

11. Highway matters – To receive update and consider / approve further action on matters as necessary
As there was no evidence that people were cutting back hedges encroaching on pavements. It was unanimously **AGREED** Cllr Hannent and Cllr Shannon would deliver letters to those properties identified as needing a reminder, as proposed by Cllr Shannon, seconded by Cllr Good. It was agreed to review the letter at a future meeting to assess its suitability for future circulation.
Cllr Shannon to contact land owners regarding overgrown hedges on Foxley Road, as brambles are encroaching on footpath and also becoming a traffic concern as vehicles pull into middle of road to avoid brambles.
Rotten posts (restricting vehicle movements) were reported on the walk through from the village shop to the Reepham Road. Clerk to report to Highways.

12. Social Media – To consider / approve setting up Facebook / NextDoor page and associated Social Media Policy & Communications Policy
Following recommendation from Cllr Bailey, (who had reviewed options for social media provision) it was unanimously **AGREED** that the Parish Council would have a Facebook Page, with Cllr Bailey and the Clerk as administrators as proposed by Cllr Shannon, seconded by Cllr Hannent. It was acknowledged that the associated policies would need to be finalised and submitted for approval at a later meeting.

13. Bus Stop – To receive / consider invitation to apply for Bus Grant Funding 2026/27.
It was agreed that Councillors would review the bus shelters and ascertain the level of refurbishment required. As grant applications needed to be submitted before end of March 2027, it was agreed to put on the agenda for February.

14. Planning
(a) To consider planning applications received
No planning applications were received.

(b) To receive decisions from Breckland District Council
No decisions were received from Breckland District Council.

(c) To consider any late planning applications
No late planning applications were received.

(d) To receive update on land off A1067 (Planning Enforcement)
An email was received from the Planning Enforcement Officer confirming that they have asked for a Planning Contravention Notice to be served on the land owner in response to the alleged usage of the storage containers. Once a response is received, the Parish Council will be updated further.
Clerk to send further email to Planning Enforcement to notify them that the gates were open and a white van was accessing the site this afternoon and in light of this and the contravention notice, the Parish Council would appreciate regular updates.
District Cllr Bambridge confirmed that the site is connected to other similar sites in the local area. Breckland taking on more enforcement officers and will in future have a team that can act more quickly.

15. Finance
a) To receive income / expenditure budget figures to 31st October 2026 for consideration and bank reconciliation

The balance of the Community account as at 31st October 2026 was confirmed as £35508.57, Business Money Manager (Earmarked reserves) was £44226.11. Budget figures were circulated to Council for consideration. Estimated end of year figures were circulated ahead of budget considerations 2027/28. Cllr Craven carried out an internal control check with no concerns raised.

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 were signed by the approved signatories. Late payments to include approval of street lighting maintenance £69.61 for the period 13th November 2026 to 12th November 2027.

PAYMENTS				
2nd October 2026		Muddy Badger - green space maintenance		355.00
2nd October 2026		Community Car Scheme July - September		462.01
2nd October 2026		Graham Williamson - Grounds Maintenance September		367.94
2nd October 2026		Graham Williamson - Refund timber to replace broken sign posts		42.00
2nd October 2026		Bawdeswell Village Hall - Hall hire September		28.80
5th October 2026		Muddy Badger - recreation ground tree / surround		198.00
6th October 2026		Playdale - 50% deposit rotobounce repairs and gate		499.07
17th October 2026		Muddy Badger - Jubilee Garden		150.00
17th October 2026		Mrs Jo Boxall - Refund signage recreation ground		95.57
17th October 2026		Npower street lighting electricity 1st July to 30th September		122.96
20th October 2026		Muddy Badger - Jubilee Garden		160.00
20th October 2026		Norfolk Trees Ltd - Tree survey		450.00
30th October 2026		Mrs Jo Boxall - October salary & exps		605.75
30th October 2026		HMRC PAYE - October		26.81
RECEIPTS				
28th October 2026		Business Money Manager interest	46.48	
FUTURE PAYMENTS				
		Graham Williamson – Grounds Maintenance October (includes £28 disabled parking signage)		240.80
		Bawdeswell Village Hall – Hall Hire October & November		28.80 28.80
13th November 2026		Public Works Loan Board repayment		2,090.82
30th November 2026		Clerks' salary & exps		605.75
30th November 2026		HMRC Employers NI		26.81

c) To receive update on Mandate change
An email was received from HSBC confirming that they have been unable to process the new mandate request, submitted on 15th October 2026, because the time period allowed for all signatories to be received has now expired. It was agreed to complete a paper copy at the next meeting.

d) To approve donations to Citizens Advice Bureau £50, Norfolk Accident & Rescue Service £50, Reeves Tale £410, Post Office Heating £150 as per budget
As there was signage up at the Church saying that the Post Office is closed until further notice due to ill health, it was unanimously **AGREED** to defer making a decision on the grant to the Church in respect of heating for the Post Office until it is confirmed the Post Office is returning and to approve the other donations as above proposed by Cllr Shannon, seconded by Cllr Hannent.

16. Correspondence
All correspondence was circulated electronically and matters addressed on the agenda

17. To receive items for information and receive items for the next agenda
Items for the next agenda to include setting the precept for 2027/28. Bus stop grant and usual agenda items carried forward.

18. To approve the date of the next Parish Council Meeting as Thursday 17th December 2026
The date of the next meeting was confirmed as Thursday 17th December 2026. The clerk would be away on leave from 23rd November to 6th December.

District Cllr Bambridge advised PC to send hedge letter with non-compliance to Highways, LGR – under old system, new system has disappeared, new rules on planning came into effect 31st October, local plan going before Breckland 3rd December basis of not specifying western link construction.

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