

Minutes of the **Parish Council** meeting held on Monday 9th March 2026 at 7.00pm at the St Laurence Centre, Church Lane, Brundall, NR13 5LZ



In attendance: Cllrs K Wilkins (Chair), G Abbott, K Applegate, A Bonham, L Britt, G Buckley, P Gabillia, M Savory, R Tungate, P Wooldridge

Clerk: Mrs C Dickson

Members of the public: 0

1. Apologies for absence

Apologies were received from Cllrs J Warns and L Mogford. These were noted.

2. Declarations of interest

None received.

3. Minutes of the last meeting

It was resolved to APPROVE, with 1 abstention, the minutes of the Parish Council meeting held on 23rd February 2026. They were signed by the Chair.

4. To report on actions arising from the Minutes not on the Agenda (for information only)

- 8. a) Confirmation of other sheds or containers the MO investigated – ongoing.
- 8. a) Contact CSF regarding the metal container and CPBT help – completed. CSF have confirmed the shed and CPBT help are acceptable.
- 8. b) Clerks to coordinate with BDC on the Volunteering Event – in progress. The Deputy Clerk (RM) has contacted BDC and is waiting for a response.

5. To consider a resolution to adjourn the Meeting for 15 minutes for public participation

None received.

6. The meeting was reconvened

7. Recreation and Wellbeing Committee

a) Brundall Village Park S106 Deed of Variation update

DCllrs Laming and Davis picked up some of the comments made at the last meeting regarding the Parish Council having to cover all the legal fees. DCllr Laming contacted the relevant BDC officer and Broadland have agreed to pay their own legal fees. BPC will still be required to pay the legal fees of Hopkins Homes.

[Cllr Savory joined the meeting]

The final draft version has now been received. This will be circulated to councillors for comment and will then be sent to Spire on Wednesday for review. It will be considered at the meeting on the 23rd March as Broadland need it to be signed by the end of the month.

b) Draft tender documents and tender process for the Design tender for Brundall Village Park

Thanks were given to the Clerks on their work on the tender documents.

The tender will be amended to make the site visit offer conditional on Hopkins allowing it to take place.

The evaluation ratios were amended to emphasise the areas the Council considers more important.

The Guidance for Evaluators will be updated for the revised scoring criteria.

The site map is incorrect.

The **Clerk** will action these amendments before publication.

The Gantt chart was updated for additional full Council meetings to appoint the BVP Design contractor and the design process.

Comments from a member of the Biodiversity Working Group regarding making sure ecological considerations are taken into account during the tender and design process were considered. This will be included in discussions when appointing a contractor. There may be ecological surveys available as part of the original planning permission.

Any consultation event may be able to tie in with the Neighbourhood Plan consultation to appeal to a wider audience.

The proposal to use the tender documents provided to begin the tender process for the designer for Brundall Village Park was APPROVED.

8. Parish Clerk's correspondence

None received.

9. Items for the next agenda

None received.

10. Date for the next Parish Council Meeting

23rd March 2026

27th April 2026

Signed:

Dated: