

Minutes of the meeting of the **Brundall Parish Council Land Management Committee** held on Thursday 9th April 2026 at 7.00pm in the Lounge at Brundall Memorial Hall.



In attendance: Cllrs R Tungate (Chair), G Buckley, K Applegate, G Abbott
Clerk: Mrs C Dickson Deputy Clerk: Mrs C Watkins
Land Group representatives: 3 from the Allotment Association 1 from Biodiversity Working Group
Members of the public:1

1 Apologies for absence

Apologies were accepted from Cllr L Britt

2 Declarations of interest

None

3 Minutes of the last meeting

The minutes of the Land Management Committee meeting held on 12th March 2026 were manually amended, after discussion to remove the mention of costs on item 7.b. and then AGREED as a true and correct record of the meeting and signed by the Chair.

4 Matters arising from the previous minutes

None.

5 Chairman's Report

The chairman had nothing to report.

6 Public Participation

Council owned and managed areas (including Public Participation at the discretion of the chairman)

The topic of discussion was the proposed pond at the Countryside Park.

The BWG member answered all questions. The meeting was reassured that any concerns can be addressed at the planning application stage of the pond.

Cllr Buckley raised the issue that the BAA seemed to be unaware of the pond and/or not being represented at The Countryside Park Group meetings where this has been discussed at length. This appears to be because the chairmanship of the BAA has changed and no representative from BAA has been invited to these meetings.

This issue has now been resolved and a representative from BAA will attend the meetings.

7 Allotments

a) There was no report.

The battery for the defibrillator at the allotment needs replacing. It was confirmed that as the defibrillator is on the Asset Register that the Parish Council pay for consumables.

Concerns regarding the third Oak down on the allotment site were raised. There is a possibility that there is a dead branch overhanging the polytunnel. It was AGREED that the issue would be pointed out to the contractor performing the tree survey on 12th May prior to him attending.

b) To discuss Countryside Park user group protocol / BAA Committee

This document is a draft. It was AGREED to add and amend wording to bring it in line with the document prepared for parkrun. The BAA Committee are also going to suggest additions. This will come back to a future meeting.

- c) To discuss / approve the amended Allotment Tenancy Agreement / Schedule 1

The amendments were APPROVED. The new Agreement will come into place with effect for new tenants following the date of this meeting

8 Cemetery

- a) The sunken graves have been filled.

Noted

9 Smaller Areas

- a) To consider a quotation to replace a streetlight on St Michael's Way.

It was AGREED that the streetlight should be replaced as asset maintenance.

- b) To consider a request for a grit bin on Nurseries Avenue

Following confirmation from NCC Highways that they would fill the grit bin it was AGREED to obtain costs and possible locations for the bin to come back to a future meeting.

10 Sports Hub

- a) To receive a written report from Brundall Community Leisure Ltd.

The report was noted.

11 Tree Work

- a) To receive the report from Ravenscroft following the tree survey at Cremer's Meadow

The report was noted. Cllr Buckley AGREED that the Friends of Cremer's Meadow will keep an eye on the one tree mentioned in the report when they carry out their weekly safety checks.

- b) To discuss "A Tree Strategy for Brundall" Prepared by BTWN. Do BPC wish to adopt this and amend to their own document?

It was AGREED that this document needs to be written with a Parish Council point of view in mind. Some of the document is not relevant. The main point raised in this discussion is that you can't ignore trees you already have. The tree work budget has been increased.

It was AGREED that Cllr Buckley and the member of the BWG would read through and amend the document considering the opinions of the Tree Advisor. The amended document will come back to a future meeting for approval.

12 Maintenance Operative

- a) To receive a report from the Maintenance Operative

There was no report.

13 Church Fen

- a) To receive / discuss the Church Fen 5 year Management Plan

The Management plan is not a new plan, just an updated plan to reinstate the Nature Reserve. (Little or no work from the original plan was carried out). It is a big undertaking and an ongoing plan that is currently looking good. It was AGREED that Land Management Committee members would read the plan and make any comments to the Church Fen Working Group.

The issue of publicity around Church Fen remains an issue. Once a plan is in place publicity and an engagement process will begin. It is the only free access to the river in Brundall. Signage is required but again requires a plan.

It was reiterated how important contact with the adjacent landowner is regarding the Northern part of the Fen and to try to contact them again to see if they would be interested in a non-formal meeting.

- b) To consider quotation for repairing the boardwalk

It was AGREED to go ahead with the quotation at a cost of £1085 with the proviso that someone met the contractor on site to discuss the work to be carried out and see if any further boards require replacing. It was AGREED that costs of up to £2000 would be met.

- c) To consider CFWG building up the Eastern path using aggregates

The plan has been submitted to the Broads Authority for approval. This work will be carried out as a feasibility study and CFWG will provide regular updates if approval is granted. It was AGREED that up to £300 could be spent.

- d) To discuss a sinking abandoned boat at Church Fen

The boat has been removed by the Broads Authority.

14 To approve the Countryside Park user group protocol / Yare Valley Churches Pod and to send out for signing.

The protocol was APPROVED and it was AGREED to send it to Yare Valley Churches for signing so they have a copy as well as BPC.

15 parkrun protocol / agreement

It was AGREED that there was nothing further to discuss.

16 To consider quotation to fell unsafe tree down Church Lane

It was AGREED to contact Network Rail to ask if they would consider felling the tree as it is on the lane that leads to their crossing and could potentially put their workforce at risk.

It was AGREED that if Network Rail were not forthcoming by 10 days of this meeting that the Land Management Committee would go ahead with this quotation at a cost of £1290 +VAT. This would not set a precedent for other tree work on unadopted roads. This is a unique circumstance, the tree is on land with no recognised landowner and leads to Church Fen, owned by BPC.

17 To note email confirming that planning permission is required for the proposed pond at the Countryside Park

Noted

18 To note concerns regarding the pond at the Countryside Park

This agenda item was covered under public participation

19 Finance report (including balance for BAA)

The current BAA balance is £5274.39

20 Clerks correspondence

Bees near the platform of the zipwire at the Brundall Memorial Hall play area had been reported. It was AGREED to put an awareness sign in place.

21 Items for Social Media

CSP Pond and Church Fen updates as and when there are any.

22 Items for next agenda

Tree Strategy

Countryside Park user group protocols

5 year Management Plans.

23 Dates for the next meeting(s) of the Land Management Committee

7 th May 2026	CM	CSP	TREES	CF
11 th June 2026	BAA	CEM	SMALL AREAS	SH

Meeting closed 8.55pm

Signed

Dated

Brundall Community Leisure Ltd.

Next quarterly meeting with CSF will be held on the 10th April 2026. - Some of the challenges with parking seem to have reduced now that David Capp Road is open. This could be because people are walking instead of driving. This will continue to be monitored. - Further conversation required with Highways about the proposed bollards (location relative to boundary) - Prices for planters & picnic tables have been received for the spare area next to the pavilion. These are to deter/prevent unauthorised parking as well as enhance the facility for users.