

Minutes of the meeting of the **Brundall Parish Council Land Management Committee** held on Thursday 7th May 2026 at 7.00pm at the St Laurence Centre.



In attendance: Cllrs R Tungate (Chair), G Buckley, G Abbott, L Britt
Clerk: Mrs C Dickson Deputy Clerk: Mrs C Watkins
Land Group representatives: 2 from the Allotment Association 1 from Biodiversity Working Group
Members of the public:1

1 Apologies for absence

Apologies were accepted from Cllr K Applegate

2 Declarations of interest

None

3 Minutes of the last meeting

The minutes of the Land Management Committee meeting held on 9th April 2026 were AGREED as a true and correct record of the meeting and signed by the Chair.

4 Matters arising from the previous minutes

April.7.c. The Allotment Tenancy Agreement / Schedule 1 has been amended.

April.13.b. Deputy Clerk CW met the Contractor repairing the Church Fen Boardwalk to discuss the work and consider future / other repairs.

April.16. Tree Care and Conservation are dismantling the dangerous Lime Tree on Church Lane on 13th May following approval being granted by BDC as tree was covered by TPO.

All noted

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)

None

7 Cremer's Meadow

a) The report was noted.

b) To discuss the number of Poplars at the southern end of the site.

Concerns were raised following an email from Ravencroft Tree Services Ltd to Cllr Buckley (31/03/26) stating that the Poplars at this site were not a problem that the LM Committee had acted too precipitously in getting quotations for the management of the Poplars.

It was AGREED at this meeting that the original decision stands and a plan to manage the trees would go ahead. (The trees are non-native, no good for wildlife and a risk to the barn. The management of the trees is proactive).

c) To discuss the ditch drainage plan

There was a meeting held at Cremer's Meadow to discuss the drainage on 21st April with a Contractor, Cllr Buckley and Friends of Cremer's Meadow. The Contractor provided a quotation for a new culvert and a separate quotation to remove the bridge culvert. Regulatory approval from the

Water Management Association is required for work to go ahead. Background work on the forms is under way.

- c) To receive an update on the pond jetty repair

The pond jetty repairs were completed well within budget.

The event to be held on 20th June at the meadow is to be called a "Welcome Day".

8 Countryside Park

- a) To receive a written report from the Countryside Park Group and discuss any issues raised including

The issue of dog waste not being picked up by owners is ongoing. It was suggested that signs with stronger wording be displayed. It is a criminal offence to not pick up as per BDC Public Spaces Protection Order. DC CW to ask District Cllr Laming if anyone has ever been prosecuted under the order.

- b) To receive/ discuss the 5 year Management Plan for the Countryside Park including the Community Orchard

This is a draft document that belongs to everyone and does include the Community Orchard but not the Allotment Site. The steering group are open to any comments or concerns with the plan.

The Community Orchard should be welcoming and include seating and information. It was AGREED that the circular Jubilee bench could be installed in the orchard as requested by the Tree Advisor. Point 9 from the agenda.

There is to be ongoing discussion regarding the path surfaces, it is a Countryside Park and not a Village Park and as such should have the feel of the Countryside.

The trees that have grown in the parkland need to be thinned to open the grassland.

There is not much to do in the wood as it is a relatively new woodland area, no coppicing is required. Shrubs and woody climbers will be planted.

It was AGREED it is a very impressive document.

There were some concerns, although not specific, received from the Tree Advisor. It was AGREED that DC CW would reply to the Tree Advisor to address his concerns and to ensure there is an audit trail to show inclusivity to all stakeholders.

- c) To discuss/approve proposed Gifted Bench locations in the park

There are some suggested locations for Gifted benches in the Management Plan, section 5.4. To be confirmed.

- d) To discuss the parkrun report sent to the Rec and Well Committee to discuss the car park and other issues raised.

It was AGREED to inform parkrun that green waste at the park will not be taken away (due to environmental impact and costs of skips) but can and will be moved away from the paths.

The car park needs an overhaul before it gets so bad that it will need to be closed.

It was AGREED that any risk assessment for the Countryside Park should include the car park and to get this in place immediately.

- e) To discuss/finalise the Countryside Park user group/ protocol parkrun

It was AGRED to add the 8-point Park Closure Process provided by Cllr Tungate to the protocol amending item 7) to read LM Committee as opposed to Parish Council.

- f) To consider attending a Norfolk County Farms tenant drop-in session. (Purchase of the Countryside Park)

It was AGREED that someone would attend the session on 16th June at Upton Village Hall.

Item for Clerk's Correspondence, 15, relates to the Countryside Park.

The BWG have requested approval of the location of the proposed pond at the park to be moved due to the original suggested location being in the surface water flood risk zone. It was AGREED to organise a site visit with LM Committee members and members of the BWG.

9 Tree Management

- a) To receive a written report from the Tree Advisor.

Noted and covered in point 8 b)

10 Church Fen

- a) To receive a written report from CFWG.

There was no report received and a CFWG meeting needs to be arranged.

11 Matters for consideration from other land areas, including

- a) To discuss/approve the location and cost of the proposed Grit Bin on Nurseries Avenue.

It was AGREED that the grit bin would be purchased at a cost of £136.18 and will be located behind the road name sign. DC CW will order the bin and get it in location for NCC Highways to fill with grit in the Autumn.

- b) To consider installing a bench on land at the top of Berryfields and at the top of The Dales.

It was AGREED to create the list of Gifted Benches prior to considering suggestions for other bench locations.

- c) To consider producing an annual footpath and right of way audit.

It was AGREED that this is a good idea and the Clerks will create one.

12 Maintenance Operative

- a) To receive a report from the Maintenance Operative

There was no report.

13 To consider creating a Code of Conduct for Volunteers

It was AGREED to see if DC RM had created a Code of Conduct for Volunteers in the Volunteer Recruitment Pack that she devised.

14 Finance

92% of the Land Management Budget has been spent.

15 Clerk's Correspondence

This was covered under item 8.

16 Items for Social Media

Cremer's Meadow Welcome Day

17 Items for the next Agenda

Carpark at the Countryside Park

Proposed pond location at the Countryside Park

Dog waste bin at bottom of Berryfields, request a second emptying a week.

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

11 th June 2026	BAA	CEM	SMALL AREAS	SH
9 th July 2026	CM	CSP	TREES	CF

Meeting closed 9.00pm

Signed

Dated

Cremer's Meadow Report

The temporary diversion of blocked culvert has been further improved and the first meeting with a contractor has taken place

Work on the hut has resumed and good progress being made.

2 bird walks have taken place

Planning with the Deputy Clerk is underway for the Open Day on 20th June

Conflicting views on the management of the poplars at the southern end of the site.

Countryside Park Group Report

Countryside Park Group meeting took place on Tuesday 28.4.26.

The CSP Group welcomed 2 new members of the group

Maintenance tasks in Park. (a) To remove self-seeded trees on east side of park. (b) Remove wood waste from top westside of park.

Countryside Car Park: Car Park needs maintenance as materials used at present are breaking down. The PC needs to put in place better materials (type 1 granite or better).

Orchard maintenance. To remove plastic tree surrounds and other plastic items on the ground.

Continuing problem of dog mess on Park (even in Village)

Brundall Biodiversity Enhancement Projects and Pond work - updates provided.

Brundall Countryside Park Management Plan and Countryside Park Maintenance Schedule - document is to be presented to LM on 7.5.26.

Next Bi-Monthly meeting of Countryside Park Group: Tuesday 16th June 2026. BMH 7pm. Next 'relevant' LM meet for this group report: 11.7.26.

- a) Some dog owners continue not to pick up their dog's mess. It was suggested that notices do not indicate this is a criminal action by the dog owner. Also, dog signs do not ask walkers who see this to report the event. Signs could be made to state leaving dog mess (even unknowing) is a criminal Offence. Also, signs could have, like on the railway, a slogan: 'Don't Mess About, See IT, Report IT' (and a report can be safely sent, via email, with location, day, and time).
- b) Car Park Maintenance (*please refer to 'Car Park' photo and commentary*)
- c) Levelling of paths

Brundall Tree Advisor

THE COMMUNITY PAY BACK TEAM SPENT A DAY WORKING AT LOW FARM WOOD
THEY DID A GOOD JOB AND THE BRASH THEY CREATED I WILL MOVE TO THE BOUNDARY
OVER THE SUMMER MONTHS.

THEY WILL RESUME AFTER THE BIRD NESTING SEASON ENDS

I CONTINUE TO WORK ON THE ORCHARD AND WATERING THE REPLACEMENT FRUIT
TREES

I CONTINUE TO ANSWER RESIDENT QUESTIONS ABOUT TREES

I WOULD LIKE AGREEMENT TO INSTALL THE CIRCULAR BENCH WITHIN THE ORCHARD
AND PLANT AN APPROPRIATE TREE OR SHRUB TO ENHANCE THE AREA FOR RELAXATION
PURPOSES AND FOR THE BENEFIT OF POLINATION WITHIN THE ORCHARD

THE BENCH IS ALREADY STORED AT THE ALLOTMENTS

JOHN MCMILLIAN TO CONTINUE CUTTING GRASS AT ORCHARD SITE WITH THE RIDE ON
LAWNMOWER WHICH IS MUCH APPERCIATED

IN FACT, BEN OF THE ALLOTMENT TEAM ASSISTED RECENTLY AS THE RIDE ON WAS
UNDER REPAIR