

Minutes of the **Parish Council** meeting held on Monday 24th August 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, J Warns

Clerk(s): Mrs C Dickson

County Cllr J Davis

District Cllr J Davis

Members of the public: 1

1. Apologies for absence

Apologies were received from Cllrs M Savory, P Gabillia, R Tungate, and P Wooldridge. These were noted.

2. Declarations of interest

None.

3. Minutes of the last meeting

It was resolved to APPROVE, with 1 abstention, the minutes of the Parish Council meeting held on 27th July 2026. The minutes were signed by the Chair.

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

- 7. a) Review of signage at Church Fen – no swimming signs on order, additional boardwalk closed signs
- 7. a) Broads Authority advice sought – they carry out regular checks on the quay and would support any decision to remove the tree. There are ongoing issues with their safety lines being used as swings and they have removed overhanging branches in the past to try to prevent this.
- 7. a) Ask the Police to visit Church Fen – they will when resources allow
- 7. a) Clerk to speak to owner of The Ram – one attempt was made but the owner was not able to leave the kitchen. No further Social Media posts have been made.
- 7. a) Increase in the wayleave offered – UKPN have passed on our contact details to the requesting body
- 7. c) Circulate the Sports Hub agreements – completed
- 7. c) Summary of the Sports Hub agreements – ongoing
- 7. c) Circulate the agreement between CSF and Mr Scaffolding - completed
- 7. d) Locate the Community Speed Watch signs, do they need replacing - ongoing.

5. To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County and District Councillors' reports

County Cllr Davis gave a report and the details were noted. It is available on the website. A recent fire on a footpath bridge between Blofield and Brundall parishes was discussed. Repair or replacement is the responsibility of either Highways or the landowner. A diversion route is via Marty's Marsh and Cremer's Meadow. The recent fires that were started at the Countryside Park and spare Cemetery field will be reported to the Police.

District Cllr Davis summarised his and DCllr Laming's report and the details were noted. It is available on the website. Cllr Davis was asked to push again for the parish boundary review both with the Broadland officer and Chief Executive.

The GLNP has published the results of the call for sites but has not yet decided on the suitability of each site. There are 4 in Brundall. Other notable ones locally are the field north of the Cucumber Lane roundabout and the golf course in Blofield. Once each site has been analysed there will be a public consultation when the Parish Council and residents can comment.

The Parish Council agreed that it does not support more housing because of the impact that would have on the village, particularly the additional load it would create on The Street and services. However it recognises that Brundall will get told what housing will be allocated to the area. The Council would expect any additional housing to be in line with the Neighbourhood Plan in order that any development takes place in an appropriate way for the parish.

Cllr Davis was asked to see if there was any funding at either NCC or BDC that the Council could access for replacing the boardwalk at Church Fen.

No other public participation.

6. The meeting was reconvened

7. To receive updates and reports

a) Land Management – Clerk

There has been no committee meeting since the last full Council meeting.

The Clerk went back to UK Power Networks to ask if they would increase the wayleave amount. They were unable to but the Clerk was put in touch with a representative of CityFibre who have requested the works and they have offered an additional £150. Their statutory rate would be £20 for the distance involved. The Council ACCEPTED the wayleave offers of £150 from UKPN and £150 from CityFibre.

The **Clerks** were asked to check the planks removed at the ends of the Church Fen boardwalk have been taken away from the site. Planks are being used to access the closed boardwalk.

b) Recreation and Wellbeing Committee – Cllrs Wilkins and Buckley

Update on Brundall Village Park. Groundwork East have produced draft designs for both areas of Brundall Village Park. These have been considered by the working group and the Recreation and Wellbeing Committee and have been circulated to councillors. It was not quite what was expected in a few areas including not enough integration with the Brundall Memorial Hall field. Feedback has been sent to Groundwork East and they are working on revised plans.

A request from Groundwork East for additional work to produce a maintenance and management plan, a planning requirement, for 2 days work at £525 per day. This was APPROVED.

c) Neighbourhood Plan – Cllr Wilkins

The consultation closed on the 10th August with quite a few responses received. The consultants are analysing the results and there will be an update meeting in September.

d) Road Safety Group – Cllrs Bonham and Abbott

Despite a request for information there has been no recent update on the village gates. Cllr Davis was asked to look into the delay.

There is a restricted parking notice at the top of the Dales for Cadent gas works from the 1st September. This work could have been scheduled for during the school holidays.

8. To consider any planning applications received

- a) 2025/2276 – Details of conditions 13 & 24 and part details of conditions 7 – (7) details of emergency access onto Links Avenue, (13) detailed plans of the roads, footways, cycleways, street lighting, foul and surface water drainage & (24) details of existing and proposed ground and slab levels on Land East of the Memorial Hall, Links Avenue, NR13 5LL. The Council noted that the plans now include 2 bollards at both ends of the

emergency exit as they had requested previously but Norfolk County Council have not yet said whether the detailed drawings have been approved therefore they did not feel they could submit any other comments.

- b) 2026/2089 – Details of condition of 16 & 12 (Street Management and Maintenance) and 20 & 21 (Landscape Management Plan) (original planning application 20211917) at Brundall Memorial Hall, Links Avenue, NR13 5LL. The Council did not feel able to comment on the Landscape and Management plan. This will be forwarded to the Biodiversity Working Group for their views.
- c) BA/2026/0202/HOUSEH – replace timber windows with uPVC casement windows at 38 Riverside Estate. The Council had no objections but commented that the colour of the windows should be the same as the wood.
- d) 2026/1811 – Development of a wildlife pond within the site known as Brundall Countryside Park including boundary fencing and gate at Brundall Countryside Park, Postwick Lane. The Council SUPPORTS this application.
- e) Preservation Order 2026 No. BD0827 Tree(s) at: verge of driveway to 84A & 84B and eastern boundary of 88 The Street, Brundall NR13 5LH. The Council did not wish to make a comment on this application.
- f) 2026/0728 - Change of use from agricultural land to part dog park (with small field shelter and erection of 6ft mesh fence) and part equestrian use with hardstanding for car parking at Land At Postwick Lane Brundall Norfolk. The Council OBJECTED to this application on road safety grounds. The car park entrance is in a 60mph limit with not enough parking spaces for the potential use, and there is not a big enough visibility splay to be able to exit the car park safely.
- g) 2026/0498 – Erection of self-build dwelling and formation of vehicular access at land rear of 10 Strumpshaw Road. The Council has previously submitted objections to this application and did not feel the application had changed enough to amend their views. The Council OBJECTS to the application because it is an over development of the plot and the proposed dwelling will be out of proportion to and not in keeping with the neighbouring properties. Concerns were raised about protection of two trees that will be impacted by heavy vehicles passing over their root areas.

9. Defibrillator at the Co-op

The defibrillator at the central Co-op was purchased by the Parish Council about 10 years ago with grant funding. It is now too old for replacement pads or battery therefore the Co-op are asking if the Council will replace it. They will do the monthly checks. The Council agreed that they would like a replacement defibrillator in that location.

The Clerks were asked to investigate suitable defibrillators as well as funding opportunities and whether the Co-op would contribute.

10. Finance, including

i) Bills for payment for August 2026

The invoices for payment for June of £43,066.07 had been circulated to Councillors (see below). All payments were APPROVED.

The Clerk had to use her personal credit card to pay for a Microsoft renewal because the Council credit card would have reached its limit. The Council APPROVED increasing the credit card limit to £5,000.

ii) Payments made in July 2026

These were checked by Cllr Britt with no issues found. Noted.

11. Parish Clerk's correspondence

The Council received a letter from the Deputy Leader of Norfolk County Council to introduce himself in his role as liaison with town and parish councils and to promote the Parish Partnership Scheme. The letter was noted.

12. Items for the next agenda

None received.

Cllr Applegate noticed a dog waste bin on Strumpshaw Road was broken and was able to contact BDC to get it replaced because there was a sticker on the bin with the details of who to report problems to. The new one does not have the same sticker. The **Clerks** were asked to investigate stickers on the Council owned bins with reporting information.

13. Date(s) for the next Parish Council Meeting(s)

28th September 2026

Additional meetings may be called before this date to discuss the design for Brundall Village Park

The meeting finished at 21:00.

Signed:

Dated:

10. i. Finance

PAYMENTS FOR August 2026

	Net	VAT	Gross
Parish clerk costs	£7,607.48	£0.00	£7,607.48
Office expense	£1,077.98	£85.57	£1,163.55
Telephone	£19.80	£0.00	£19.80
Room Hire	£655.50	£0.00	£655.50
Defibrillator	£58.00	£0.00	£58.00
Grass cutting monthly contract	£1,082.45	£216.49	£1,298.94
Street Lighting	£289.98	£22.00	£311.98
Countryside Park	£7,392.73	£1,337.60	£8,730.33
Church Fen	£1,357.11	£21.42	£1,378.53
Trees	£350.00	£70.00	£420.00
IT	£162.06	£0.00	£162.06
Sports Hub	£355.92	£71.18	£427.10
CIL	£17,181.50	£3,436.30	£20,617.80
Newsletter	£215.00	£0.00	£215.00
Total expenditure	£37,805.51	£5,260.56	£43,066.07

RECEIPTS FOR August 2026

Cemetery	£302.50
Allotments	£5.62
Newsletter advertising	£42.00

Interest	£719.52
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Total Income	£1,069.64
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HSBC Current A/C as at 20/8/26	£1,569.09
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HSBC Deposit A/C as at 20/8/26	£22,327.44
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Transfers to/from Deposit A/C from/to Current A/c	£0.00
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Transfers to/from Unity Bank	£0.00
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Unity Bank A/C as at 20/8/26	£6,873.43
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Unity Bank Savings A/C as at 20/8/26	£183,565.91
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Transfers to/from Deposit A/C from/to Current A/c	£10,000.00
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Transfers to/from BDC Parish Deposit	£0.00
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BDC Parish Deposit A/C as at 31/3/26	£276,549.55
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