

**MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE VILLAGE HALL ON THURSDAY 3<sup>rd</sup> July 2025 AT 7.30 P.M.**

**Present**

Councillor R. Richmond (Chair)  
Councillor M. MacArthur.  
Councillor P. Minchin.  
Councillor P. Lawton.  
Councillor J. Billings.  
Councillor D. Howard.  
Councillor L. Sarll. (after co-option at the meeting)

4 members of the Public.

**In Attendance**

A. Leigh. Clerk  
R. Wade RFO

1. **To Consider apologies for absence.** County Councillor Mark Kiddle-Morris, District Councillor Roger Atterwill. These apologies were accepted.
2. **To receive Declarations of Interest.** Declarations of interest were passed to the Clerk from Councillor Robert Richmond item 10.3 Interest type A and Councillor John Billings item 6 Interest type B and item 11.4 Interest type A.
3. **To sign as a correct record the minutes of the meeting held on Thursday 5<sup>th</sup> June 2025.** It was proposed by Councillor Howard and seconded by Councillor Lawton that the minutes were true and accurate, all were in agreement.
4. **To consider the co-option onto the Council – Lucy Sarll.** Councillor Richmond proposed and Councillor Billings seconded that Lucy Sarll is co-opted onto the Parish Council all were in agreement. Lucy signed the acceptance of office and the clerk signed it also.
5. **Finance.**
  - 5.1. **Budgets as circulate.** It was proposed by Councillor Minchin and Councillor Howard seconded that the budgets as circulated were in order all were in agreement.
  - 5.2. **Balances and cheques for authorisation as circulated.** Clear Councils (Annual Insurance) £1428.70, Interlogic (new computer equipment) £990, Anglo-tech £15.13, Clerks salary (June) £502.50, CAN (Bronze membership) £20.00 R.F.O salary (June) £128.80, HMRC (June) £157.60 Angela Leigh payment to BCCS car drivers (June) £34.70, Unity Bank service charge £6.00, C.D. Grounds services £260.00 and £358.20. It was proposed by Councillor Lawton and seconded by Councillor Billings that the payments were correct. All were in agreement. The payments this month will be approved online by Councillor Billings and Councillor MacArthur. The R.F.O explained the issue with E-on which had now been resolved.
  - 5.3. **Charity account update.** The RFO reported that there were some COIF documents to be signed by Councillor Richmond, MacArthur and Councillor Billings. These were signed and the RFO will forward them on.
  - 5.4. **Recycling payment.** The RFO informed the meeting that these payments had not yet been received.
  - 5.5. **AGAR update.** The RFO informed the meeting there was no update at present.
6. **Beetley & District Pre-School new site.** A meeting was held in the Beetley and East Bilney Village hall which the Chairman, Vice Chairman and Clerk attended and representatives from the Beetley & District Pre-School, the head of St. Mary's school Beetley and a representative from Norfolk County Council and District Councillor Atterwill. This was a productive meeting and it was agreed that Norfolk County Council would pay the Parish Councils solicitors costs which



would be incurred to ensure that the Parish Council was acting legally regarding the covenant on the land and the legally binding documentation required.

**7. Reports from County and District Councillors. Public Participation.**

**7.1. To receive reports from County and District Councillors.** There were no reports given.

**7.2. Public comments.** None.

**8. Matters for report.**

**8.1. Speedwatch Beetley.** The Clerk read out a report from the Speedwatch Co-ordinator. There were no Speedwatch sessions carried out in June due to not there being not enough volunteers.

**9. Highways.**

**9.1. Clerk to give feedback on ongoing Highway problems.** The Clerk informed the meeting that the complaint regarding the erosion of the highway on Gressenhall Road opposite Shrublands was repaired. Councillor Howard felt it was not satisfactory and it was agreed that Councillors would measure the width of the road to determine if it had been repaired correctly. The Clerk had also been notified by Highways that the potholes on Rawhall Lane opposite the Woad Centre had been repaired. Councillor Richmond stated that not all had been repaired. The Clerk would report them again to Highways. Councillor Billings was still in contact with the County Councillor regarding the possible Highway encroachment on Elmham Road Beetley. Councillor Lawton informed the meeting that the pot holes he had reported on Hall Road Old Beetley had not been repaired although there were white lines sprayed round them. He would report them again.

**9.2. To note any new problems within the Parish.** Councillor Lawton reported that there were several pot holes on High House Road Beetley which he would report to Highways. Councillor MacArthur reported that several residents had informed him that there is a Weeping Birch tree overhanging the road and obscuring the view round the bend of the road. The tree is growing out of the hedge of Little Orchard Church Road Old Beetley. The Clerk will send a letter to the owners of the property asking them to cut it back.

**9.3. To receive a report from all Councillors on the footpaths.** Councillors Howard, Richmond, Lawton and Minchin reported all were satisfactory. Councillor MacArthur reported that the way marker on footpaths 11 and 13 was still missing. The Clerk to report this to the Countryside section of Norfolk County Council other than that all were satisfactory. The Councillors responsibility list for checking the footpaths was discussed and the Clerk will forward an amended list to all Councillors.

**9.4. Verge cutting Beetley Parish.** All Councillors agreed the verge cutting was very good this year and will continue to be monitored.

**9.5. Bus shelter grant update.** The Clerk informed the meeting that a Purchase order from Norfolk County Council to the Parish Council was required to enable an invoice to be raised by the Parish Council to obtain the funding money. The Clerk had chased this twice and still no paperwork had been received. This will be chased again by the Clerk and when the money is in the Parish Councils account the order for the replacement bus shelter will be sent to the Contractor to supply and fit.

**9.6. Parish Partnership Scheme 2026/7.** The information regarding this had been circulated to all Parish Councillors and it was agreed it will be on the September meeting agenda for further discussion. Any bids for this scheme need to be with Norfolk County Council by the 10<sup>th</sup> December 2025.

**10. Planning.**

**Applications.**

**10.1. PL/2025/0747/HOU No Name 57 Elmham Road Beetley. Proposed Single Storey Extensions to Side & Rear (extension to side for form of Annexe) and Porch to Front.** Councillor Billings the Planning portfolio older gave a report on this application and it was proposed by Councillor Billings and seconded by Councillor Minchin that this should have no objections raised all were in agreement.

**There were 2 planning applications received which were not received in time to be on the Agenda :-**

**PL/2025/0522/HOU 7 Fakenham Road Beetley. Amendments to the application.** Councillor Billings gave a report on this and it was proposed by Councillor Billings and seconded by Councillor Richmond that no objection is raised. All were in agreement.



**PL/2025/0937HOU 10 Ashley Road Beetley. Demolition of flat roof garage and construction of a single storey extension to the rear.** Councillor Billings gave a report and it was proposed by Councillor Billings and seconded by Councillor Richmond that no objection is raised. All were in agreement.

**Decisions made by Breckland Council**

**10.2. PL/2025/0385/VARMJ. The Shrublands Gressenhall Road Beetley.** Variation of Conditions. **PERMISSION WITH CONDITIONS.**

**10.3. 3PL/2021/0680/F Beck Farm Fakenham Road East Bilney.** Buildings to form three dwellings and demolition of redundant farm buildings to create four dwellings. **PERMISSION WITH CONDITIONS.**

**Norfolk County Council Minerals and Waste decisions.**

**FUL/2023/0029 Land to the South of Field Lane East Bilney. Extension to quarry with Installation of a ground conveyor with Culvert - Middleton Aggregates.** Councillor Billings would contact the Officer dealing with this as he had a query.

**FUL/2023/0030 East Bilney Quarry Rawhall Lane East Bilney. Continued operation of the Quarry to allow a further 11 years to complete the operations and restoration. – Middleton Aggregates.**

**FUL/2023/0031 East Bilney Quarry Rawhall Lane. Continued operation of the conveyor for a Further 11 years including the use of the conveyor culvert. Use of the access from Field Lane and restoration. – Middleton Aggregates.**

**11. Beetley River Meadows.**

**11.1. Monthly play equipment inspections.** Councillor Billings will meet with Councillor Sarll to give her training on carrying out these inspections as Councillor Sarll will be taking them over from Councillor Billings.

**11.2. RoSPA report update.** No update received.

**11.3. Grassed area 3 yearly rotational cut update.** The Clerk reported that the Contractor had removed the tree saplings and plugged them to stop further growth. The cutting of the grass will be carried out in July with the specialised machinery.

**Councillor Billings left the meeting.**

**11.4. Request for Vehicle access for garden works 4 River View.** Permission was given It was proposed by Councillor Richmond and seconded by Councillor Minchin all were in agreement. **Councillor Billings returned to the meeting.**

**12. Parish Council Matters.**

**12.1. Inspections: Pavilion: Defibrillator.** Councillor MacArthur reported that there were no problems with the Pavilion and the Defibrillator were in good working order but may require a new battery later in the year.

**12.2. Biodiversity Policy Action Plan.** Councillor MacArthur will update the plan to include the two pieces on Beetley Common which are to be cleared to promote regrowth of the heathers.

**12.3. Beetley Brick sign - Outside of School Elmham Road update.** The Clerk reported that the correct bricks had now been sourced and the work should be carried out at the weekend.

**12.4. East Bilney Townlands meeting update.** Councillors, Lawton, Minchin, Howard the Clerk and Ady (tree contractor) had met at East Bilney Townlands. It was agreed that the footpaths required cutting which Ady would do in the next few weeks and carry out on an annual basis. Councillor Howard agreed to be the East Bilney Townlands Portfolio holder working closely with Ady and giving reports to the Clerk.

**12.5. East Bilney noticeboard.** The repair was progressing well.

**12.6. Annual Insurance update.** This has now been paid

**12.7. GOV.UK email address update.** A lengthy discussion was held and it was agreed to change the Clerks and the R.F.O's email to the Gov.UK address and not any Councillors at present. The current website address would be changed at a later date with the assistance of Steve Jacklin who had set up the current one.

**12.8. Breckland Local Plan update.** Councillor Billings had circulated to all the comments he had made to Breckland Council concerning the Local plan and felt nothing else needs to be done at present. The Local Plan is reviewed every 5 years and currently will be in place until 2046.

**12.9. LGR posters – Breckland Council and Norfolk County Council.** It was agreed that any

which the Clerk received would be on the website but not on the notice boards due to the size.  
**12.10. Training.** It was proposed by Councillor Minchin and seconded by Councillor Richmond that the Clerk should book with NPTS the induction training on being a Parish Councillor for Councillor Sarll and Planning training for Councillor Billings.

**13. Matters for next meeting (not for discussion).**

- 14. To confirm the next meeting of Beetley Parish Council will be held on Thursday 4<sup>th</sup> September 2025 7.30 p.m. at Beetley and East Bilney Village Hall High House Road Beetley. No meeting held in August.**

The meeting closed at 21.06.

Signed as a true and accurate record.....

*Robert Richmond*

Date signed.....

*4<sup>th</sup> Sept. 2025.*