

MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE VILLAGE HALL ON THURSDAY 4th September 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.

County Councillor Mark Kiddle-Morris.
1 member of the Public.

In Attendance A. Leigh. Clerk.

1. **To Consider apologies for absence.** Rebecca Wade RFO. Councillor Billings proposed and Councillor MacArthur seconded all were in agreement that this apology was accepted.
2. **To receive Declarations of Interest.** Councillor Billings item 5 Appendix B.
3. **To sign as a correct record the minutes of the meeting held on Thursday 3rd July 2025.** It was proposed by Councillor Minchin and seconded by Councillor Howard that the minutes were true and accurate, all were in agreement.
4. **Finance.**
 - 4.1. **Budgets as circulated.** It was proposed by Councillor Richmond seconded by Councillor Sarll that the budgets as circulated were in order, all were in agreement.
 - 4.2. **Balances and cheques for authorisation as circulated.** Payments 06.08.2025. Anglian Water £21.95 (d/d), RoSPA £139.20, NPTS (Training) £124.80, Angela Leigh (stamps) £7.20, Clerk salary (July) £502.50, RFO salary (July) £128.80, HMRC(July) £157.60, Angela Leigh (Community Car drivers pay) £67.20, Unity Bank (service charge) £6.00, C.D. Grounds Services £553.69, C.D. Grounds Services £358.20, J&A Luck £480. Payments 04.09.2025. E-on (already paid by DD) £18.29, PKF Littlejohn £252.00, Ady's Wood Splitting Services Ltd £630.00, Clerk salary (August) £583.50, RFO salary (August) £149.60, HMRC(August) £183.20, Angela Leigh (Community Car drivers pay) £28.80, Unity Bank (service charge) £6.00, E-on (to be paid by DD) £19.29, Village Hall recycling payment £262.89; C.D. Grounds Services £358.20. It was proposed by Councillor Lawton and seconded by Councillor Minchin that these payments were correct. All were in agreement. The payments this month will be approved online by Councillor Billing and Councillor Richmond.
 - 4.3. **Charity account update.** In the absence of the RFO the Clerk reported that Councillor MacArthur (along with Councillor Richmond and Councillor Billings) is now a signatory with CCLA, which is where the Charity's investments are held. The email instructions authority form has also been implemented.
 - 4.4. **Recycling payment.** In the absence of the RFO the Clerk informed the meeting that this years recycling payment from Breckland Council (1 April 2024 to 31 March 2025) was £555.06. Textiles £262.89 which is passed onto the Village Hall Committee as the bank is in the Village Hall car park which has always been the agreement. The Glass £292.17. is retained by the Parish Council.
 - 4.5. **LGS pay Award March 2025.** The RFO had circulated the information to all Councillors that the Nationally agreed salary review for the Clerk and RFO 2025/2026 together with the amount backdated to April had been added to the wages this month.
5. **Beetley & District Pre-School new site.** Councillor MacArthur updated the meeting. Norfolk County Council will pay for all of the legal costs. He circulated a "Heads of Agreement" to all Parish Councillors and he will send it to Chris Griggs the Norfolk County Council's officer who is dealing with this. It was agreed that the Clerk would speak with the resident on Fakenham

Road whose garden will back onto the proposed new site. A site meeting will be required to mark out the exact location .

6. Reports from County and District Councillors. Public Participation.

6.1. To receive reports from County and District Councillors. County Councillor Mark Kiddle-Morris reported on the Devolution which is at present being dealt with and the Local Government Review which will be in place on 01/04/2028. He also informed the meeting that he will not be Standing in the 2027 Norfolk County council elections.

6.2. Public comments. None.

7. Matters for report.

7.1. Speed Watch Beetley. The Clerk reported that a number of new volunteers had been recruited and will be receiving training when the DBS checks had been cleared. It may be a few weeks before any sessions will take place. Particular thanks are given to the female postal lady who had been very helpful.

7.2. SNAP meeting 23rd July. Councillor Richmond reported he had attended this meeting on line. The main concern was that shop lifting had increased in Dereham, and the Police are working closely with the Shop keepers to keep it under control. The meeting was well attended.

8. Highways.

8.1. Clerk to give feedback on ongoing Highway problems. The Clerk informed the meeting that the 2 large pot holes outside of Woad Farm had been filled and the other small areas of minor damage will be programmed on a low priority list. Councillor Lawson stated that the pot holes which he had reported on High House Road outside of numbers 56 and 36 the pothole outside of number 56 had been repaired but the one outside of 36 is still not repaired he will report this again. Councillor Lawson also reported that the pothole at the intersection of Hall Road and the B1110 has been repaired. Councillor Billings reported that he had heard nothing further on the possible encroachment on Elmham Road which he had referred to County Councillor Mark Kiddle-Morris. He will progress it again.

8.2. To note any new problems within the Parish. The Clerk had been contacted by a Parishioner regarding all of the rain gulleys on Fakenham Road. These were blocked and the road was flooding in various places. The Clerk had reported this to Norfolk County Council and requested that the gulleys should be cleared.

8.3. To receive a report from all Councillors on the footpaths. The Clerk reported that Footpaths 11 and 13 had been cut by a Parishioner in an arrangement with Mr Goff. All Councillors reported that their footpaths were satisfactory other than footpath FP10 Field Lane/ Church Farm was overgrown. The Clerk will contact the owner of the land.

8.4. Verge cutting Beetley Parish. All Councillors agreed the verge cutting this season had been carried out well. The Clerk will contact County Councillor Mark Kiddle-Morris and ask that he passes the Parish Councils thanks onto Highways.

8.5. Bus shelter grant update. The order has been placed for the replacement bus shelter. It should be replaced mid to the end of November 2025.

8.6. Parish Partnership Scheme 2026/7. It was agreed that this should be reviewed again at the October meeting.

9. Planning.

Applications.

9.1. PL/2025/0902/VAR Fairhaven Caravan Site School Road Old Beetley. Removal of Condition 7 on pp 1996/0081/CU to allow permanent occupation of site. It was agreed that no comments are made.

9.2. PL/2025/1196/TRE Wood Drive Beetley. Tree works to T1&T2 Oaks. *FOR INFORMATION ONLY NOT FOR COMMENT.* The information had been circulated to all Councillors. **Works now Completed.**

Decisions made by Breckland Council

9.3. PL/2025/0747/HOU 57 Elmham Road Beetley. Proposed single storey extensions to side and rear (extension to side to form annexe) and porch to front. **APPROVAL.**

9.4. PL/2025/0522/HOU 7 Fakenham Road Beetley. Raise roof of existing bungalow to create two storey dwelling together with front and side extension inc. inset balcony to rear. **APPROVAL**

9.5. PL/2025/0937/HOU 10 Ashley Road Beetley. Demolish existing substandard flat roof garage and construction of single storey extension to rear. **APPROVAL.**

Decision sheet for Breckland Council cabinet 14th July.

9.6. Councillor Billings to give a summary of the decision. Councillor Billings gave a summary of the changes to the Rural Settlement Categorisation by Breckland Council affecting Beetley.

9.7. Planning Portfolio holder Councillor Billings discussion with Clerk. Councillor Billings had circulated to all Parish Councillors the key duties of the Planning Portfolio holder and the interaction with the Clerk which had been discussed and agreed with the Clerk. This was agreed by all of the Parish Councillors.

10. Beetley River Meadows.

10.1. Monthly play equipment inspections. The inspection sheet was passed to the Clerk. Councillor Sarll and Councillor Billings had carried out the inspection, future months Councillor Sarll will inspect the play equipment and if any minor repairs are required Councillor Billings will do the repairs.

10.2. RoSPA report update. The action sheet had been circulated to all Councillors, and it will be updated as the work required progresses. It was proposed by Councillor Billings and seconded by Councillor Richmond that the quotation for the repair to The Toddlers Swing £866.12 is accepted, all were in agreement. The Clerk will contact NGF to accept the quotation. Basketball brackets are bending and need to be replaced, Councillor Billings and Councillor Sarll will remove the basketball equipment to ensure it does not cause any injury to those who use it. The Clerk will contact NGF for their advice on the replacement.

10.3. Grassed area 3 yearly rotational cut update. This has now been completed and there are many wild Orchids which have now grown through since the grass was cut back.

11. Parish Council Matters.

11.1. Inspections: - Pavilion: Defibrillator. The Pavilion is very clean and tidy the Clerk will contact the Beetley Football team and thank them. The Defibrillator is in good working order.

11.2. Biodiversity Policy Action Plan. Nothing to report at present.

11.3. Beetley Brick sign and Clock - Outside of School Elmham Road update. The Village Sign outside of the School on Elmham Road has been repaired and the clock is now working.

11.4. East Bilney Townlands meeting update. Councillor Howard reported that the paths had been cut and look very neat, Councillor Howard had cut back the foliage from in front of the East Bilney sign near to the entrance of the Townlands, so it is now visible again.

11.5. East Bilney noticeboard. A builder has been contacted to fix the noticeboard into the ground this should be dealt with during the next few weeks.

11.6. GOV.UK email address update – Gov.UK website address. The Clerk reported these will be set up later in the year.

11.7. Breckland Local Plan update. Nothing to report.

11.8. Play Equipment Inspection training – Councillor Sarll. It was proposed by Councillor Billings Councillor Richmond seconded that the training should be given at a cost of £40. The Clerk will arrange this.

11.9. Regulatory Documents. All documents had been updated and circulated to all Councillors and placed on the Parish Council web site.

12. Matters for next meeting (not for discussion). None identified at present.

13. To confirm the next meeting of Beetley Parish Council will be held on Thursday 2nd October 2025 7.30 p.m. at Beetley and East Bilney Village Hall High House Road Beetley.

The meeting closed at 19.06

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

Robert Richmond

Date signed.....

2nd Oct. 2025