

# Great and Little Plumstead

## P a r i s h C o u n c i l

**A Meeting of Great & Little Plumstead Parish Council was held on Monday 14<sup>th</sup> July 2025 at 7.00pm at St David's Hall, Thorpe End**

**PRESENT:**    **Mr J Wiley (Chairman)**                      **Mr S Vincent (Vice-Chairman)**  
                  **Mrs M Bullen**                                        **Mr A Cawdron**  
                  **Mr G Edwards**                                      **Mr R Heath**  
                  **Mr R Rice**  
                  **Mrs T Scott (Clerk)**

- **Police Report** – April 2025 - Thorpe End – 2, Little Plumstead – 17, Great Plumstead - 2
- **County Councillor Report** – The speed sign on Low Road can be moved to a better location within the parish. Highways have also picked up the items which Councillor Mackie has reported to them. Councillor Mackie has been liaising with residents and the police about speeding issues on Middle Road, Great Plumstead. The police have confirmed that they will return and monitor the road. It was asked if the SAM2 sign could be moved onto Middle Road, it was confirmed that there is already a permanent speed sign, this might be obstructed by the hedge and this will be reported. Cabinet has supported One Norfolk Council for One County – more information is available on the website. The County Council has launched a new Local Member Grant Community Scheme, more information is available on the website. *The Councillors proposed that one of the repeater signs which is located on Smea Lane and Low Road could be moved onto Reeves Corner (pointing towards the roundabout) to help slow the traffic down along the road and the other on Broad Lane to slow traffic down heading to the junction.*
- **District Councillor Report** – Councillor Harvey is continuing conversations with officers at Broadland District Council on how best to ensure management responsibilities are carried out by Flatlands. The Section 106 management plan has been reviewed. Under Devolution and Local Government Reorganisation, significant changes are coming to how council services are run in Norfolk. There are different views on what LGR should look like and BDC, along with 5 other Norfolk District Councils, are running a consultation on their preferred three unitary council option which they believe would best serve the people of Norfolk. The consultation is open now at Future Norfolk: <https://www.futurenorfolk.com/>. SNC and BDC have trained more than 300 Wellbeing Champions through the Mindful Towns and Villages project, designed to strengthen mental health support at the heart of local communities. More information is available on the website. BDC has delivered affordable housing providing much-needed homes for local communities, and has significantly exceeded its annual target as set out in the Greater Norwich Local Housing Needs Assessment 2021. By the end of March 2025, 289 new affordable homes were delivered in the 2024/25 financial year surpassing the annual requirement of 95 homes by over 300%. A map of renewable energy schemes is now available to view on the BDC website. A new training brochure for

Carrowbeck House Training Centre has been released covering a range of courses up to December 2025. Nominations are now open for the BDC Community Awards 2025.

- **Public Participation** – Parishioners reported that the hedges and overgrowth along the pathway along Salhouse Road to the Brick Kiln pub are very overgrown and need cutting back. The Clerk confirmed that this has been reported to Highways, who have said that they will monitor the situation but will not take action at the moment. The hedge is owned and maintained by the landowner. The oak trees on Post Office Road should be reported to UKPN as they are growing around the power cables.

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

Councillors Carty, Knowles and Jones

### **2. DECLARATIONS OF INTEREST**

Councillor Bullen

### **3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> JUNE 2025**

Proposed – Councillor Bullen. Seconded – Councillor Edwards. All agreed.

### **4. TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA: FOR INFORMATION ONLY**

The Clerk confirmed that she did not attend the SLCC Conference, this was not paid for so no cost to the Council. Officer PC Jennings stopped two vehicles on Church Road and cautioned the drivers at the most recent speed check.

### **5. TO RECEIVE CORRESPONDENCE**

- Invitation to Reverend Fifield's Installation – To take place at St David's, Thorpe End on 30<sup>th</sup> July at 7pm, all are welcome.
- TPO – Little Plumstead Village Hall – The Parish Clerk will support this.
- Parish Partnership Bid – No proposals have been put forward, the process closes in December.

### **6. TO CONSIDER PLANNING APPLICATIONS**

The Parish Council made the following comments on planning applications:

2025/2036	9 Heatherwood Close, Thorpe End	Single storey side extension, internal conversion of garage and new entrance to the highway	The flat-roofed extension with rooflight and large windows does not harmonise with the existing property or neighbouring homes in terms of design or appearance.
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			<p>The application claims a gain of one parking space on the new driveway but omits the loss of the existing garage, now converted into a large utility room. This results in no net parking gain and a reduction in green space.</p>
2025/1378	Octagon Business Park, Hospital Road, Little Plumstead	Removal of condition 10 – Complies with Passivhaus plus standard of consented planning permission 20191053	Before planning committee – 16.07.2025
20221003	Land off Green Lane East, Little Plumstead	Reserved matter applications for details of appearance, layout, landscaping, scale and access of 130 residential dwellings following outline planning permission 20200202	<p>The Parish Council wish to reiterate that we have no further comments at this time, other than to express concern that previous observations submitted have not yet received a formal response.</p> <p>We note with particular concern the following outstanding issues:</p> <p>Flood Risk and Drainage: The Local Flood Authority continues to request further information, despite submissions made in early March. This ongoing uncertainty raises questions about the adequacy of the proposed drainage strategy.</p> <p>Access and Connectivity: Key concerns regarding limited access, the cul-de-sac nature of the development, and the absence of an emergency access provision-particularly in the event that Green Lane becomes obstructed-remain unresolved. These issues have significant implications for both public safety and traffic management.</p> <p>Environmental and Health Impacts: No further</p>

			attention appears to have been given to the potential pollution risks posed by proximity to the NNDR (Broadland Northway), especially in relation to residential amenity and the safety of users of the Local Equipped Area for Play (L.E.A.P.). We urge the planning authority to ensure that these matters are fully addressed before any decision is made on the application.
2025/2027	8 Saint Mary's Close, Great Plumstead	Rear extension, new dormer and new cart lodge to replace garage and associated works	The new roof dormer to WC should have obscure glazing to avoid overlooking

## 7. TO DISCUSS PARISH PROJECTS

### a. UPDATE ON GREAT PLUMSTEAD RECREATIONAL PROJECT

Phase 1 of the construction programme is now entering week 38 of the 39/40 week programme. Changing rooms: electrical second fix continuing Monday 16<sup>th</sup> June. Lighting active week 33. Latex floor screed to levels ongoing. Roof trims fitted week 36. Vinyl flooring completed end week 36. Toilet areas completed week 37. Activity hall: metal roof (without trims) completed week 33. Internal ceiling wet plaster on site 18<sup>th</sup> June (week 34). Render to Activity Building completed end week 35. Roller shutter has been ordered. Roof trims fitted week 36. Progress on electrical second fix. Internal doors still to be installed.

Plant/store room: Floor to store and irrigation room poured week 32. External floor slab for irrigation tank and pump installation for the bowls. Plant room floor complete week 34 and ceilings have been plastered. No further decoration is intended for these areas. Doors are still awaited. Roof trims were fitted week 36.

5 Councillors and the Clerk met onsite with Mr Bullen and Willow-Denby to look around the new buildings. Topics which need to be discussed and agreed by the Parish Council will be fencing between the Scout building and the Activity Building, final planting and the additional costs for landscaping. Thanks expressed to Ben Bullen and Willow-Denby

### b. QUOTES FOR THE TRANSFER OF THE LEASE OF THE TENNIS COURT

The Clerk confirmed that she was still waiting for a couple of the quotes to come in.

### c. TO DISCUSS A POTENTIAL CLIMBING WALL FOR THE PLAY AREAS

The Clerk has been discussing a potential climbing wall for a play area in the parish, this would be fully funded by grant funding. The company has recently installed one in Frettenham and the Clerk has discussed the process with the Parish Clerk. The Councillors proposed that one is installed in Little Plumstead play area. Proposed – Councillor Heath. Seconded – Councillor Rice. All agreed.

## 8. FINANCIAL MATTERS

### a. TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET AS LISTED

The following accounts were agreed in accordance with the Budget:

#### Payments

Bank Balance	Nat West	£14,500.75	30.06.2025
Bank Balance	Scottish Widows	£42,120.93	30.06.2025
Bank Balance	Broadland Deposit Account	£343,318.46	31.03.2025
<u>Payments</u>			
T Scott		Monthly payment	£1,487.27
HMRC		Monthly Payment	£172.16
Norfolk Pension Scheme		Monthly payment	£491.02
Great Plumstead Village Hall		Hire Fees	£90.00
Anglian Water		Water Rates	£782.67
		<b>TOTAL</b>	<b>£3,023.12</b>
<u>Receipts</u>			
Allotment Plot Holder		Additional NAS fee	£0.50
Bowls Club		Half yearly annual rent	£300.00
Allotment Plot Holder		Additional NAS fee	£1.00
Allotment Plot Holder		Additional NAS fee	£0.50
Allotment Plot Holder		Additional NAS fee	£0.50
Football Team		Pitch hire	£75.00
Football Team		Pitch hire	£75.00
		<b>TOTAL</b>	<b>£452.50</b>
<b>Outstanding Cheques</b>			
HMRC		Monthly payment	£172.16
Norfolk Pension Scheme		Monthly payment	£491.02
E.A.S		Pitch marking and cuts	£480.00
Christian Cator Estate		Sandhole Lane Hire (half year)	179.22
HMRC		Tax & NI payment	£2.62
		<b>TOTAL</b>	<b>£1,325.02</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately			
			<b>£10,605.11</b>
* already included in the accounts stated above			

Proposed – Councillor Edwards. Seconded – Councillor Bullen. All agreed.

20.32 – Councillor Vincent left the meeting.

Bank Balance	Unity Bank	£153,244.04	07.07.2025
<u>Payments</u>			
Unity Bank		Service Charge	£6.45*

Willow-Denby		Great Plumstead Recreational Ground	£49,244.87*
David Bullen		Great Plumstead Recreational Ground	£2,142.78
Innershed		Hosting of Website for 12 months	£238.80
		<b>TOTAL</b>	<b>£2,381.58</b>
Receipts			
Broadland District Council		S106 Payment	£64923.00*
Broadland Deposit Account		CIL Monies	£35061.46*
Broadland District Council		S106 Payment	£51030.52*
		<b>TOTAL</b>	<b>£0.00</b>
<b>Payments Awaiting Authorisation</b>			
		<b>TOTAL</b>	<b>£0.00</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately			
			<b>£150,862.46</b>
* already included in the accounts stated above			

Proposed – Councillor Cawdron. Seconded – Councillor Heath. All agreed.

Willow-Denby have submitted the July's valuation at £50,322.83, this amount agreed with the agreed contract price. Proposed – Councillor Cawdron. Seconded – Councillor Edwards. All agreed.

#### **b. NORFOLK PARISH TRAINING AND SUPPORT SEMINAR**

The Clerk requested that they could attend the Seminar on 9<sup>th</sup> October 2025 at a cost of £56. Proposed – Councillor Bullen. Seconded – Councillor Rice. All agreed.

### **9. TO ADOPT THE IT POLICY**

The Councillors requested more time to read the policy and this will be on the September agenda.

### **10. TO ADOPT THE RISK MANAGEMENT POLICY STATEMENT**

This was discussed between the Councillors who agreed to adopt this policy. Proposed – Councillor Cawdron. Seconded – Councillor Edwards. All agreed.

### **11. NEIGHBOURHOOD PLAN – POLICY 1**

The Councillors asked to have an informal meeting to discuss the Neighbourhood Plan and any proposed changes. Any changes to the Policies would require the Parish Council to go through the whole process but any changes to projects would not.

### **12. TO DISCUSS THE SPEEDING ISSUES ON CHURCH ROAD AND BROAD LANE**

Speeding issues on Church Road and Broad Lane have been brought the Council. There is an ongoing discussion with Highways about moving two signs from Low Road and Smee Lane which are now redundant. It was proposed that these are moved to Broad Lane and

Norwich Road (Reeves Corner). Broad Lane has been agreed by Highways and a final location is to be confirmed. The Clerk will liaise with Highways about the proposal for Norwich Road (Reeves Corner) and report back to the Parish Council. The Councillors confirmed that there is already a flashing speed sign on Church Road but this may be obstructed by the hedge, the Clerk will investigate and report where necessary. Councillor Mackie has been in correspondence with the police about the speeding issues on Church Road and they police have been in attendance where they stopped and cautioned two vehicles. The police have confirmed that they will attend again.

### **13.TO DISCUSS WHAT ITEMS SHOULD GO ONTO SOCIAL MEDIA THIS MONTH**

Planning

### **14.TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING OF GREAT AND LITTLE PLUMSTEAD PARISH COUNCIL**

The date of the next meeting is Monday 8<sup>th</sup> September 2025 at 7.00pm at Little Plumstead Village Hall

### **15.TO RECEIVE ITEMS FOR THE NEXT AGENDA**

IT Policy

Tennis Courts – Great Plumstead

There being no further business the meeting closed.

Signed:

Chairman

Date: