

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 8th September 2025 at 7.00pm at Little Plumstead Village Hall

PRESENT: Mr A Cawdron

Mrs L Carty

Mr G Edwards

Mr P Knowles

Mr R Rice

Mrs T Scott (Clerk)

- **Police Report** – Thorpe End – 2, Little Plumstead – 8, Great Plumstead - 1
- **County Councillor Report** – The County Council has just secured an extra £34 million to help transform transport across Norfolk, both infrastructure as well as public transport. Councillor Mackie attended the installation of Ian Fifield as the new Rector of Thorpe End at St David's. The Road works on Yarmouth Road finished two weeks early which meant that the East Coast Truckers could travel on their way as usual. A noisy fan was reported on Broadland Business Park, this has now been resolved. Councillor Mackie has been discussing various matters with Highways which included movement of signage to Broad Lane and Reeves Corner and speed limits painted on the road. There was also a discussion about enlarging the signage on Middle Road as you leave the bridge as the speed limits have been reported as high. The police will be maintaining unannounced visits. Councillor Mackie confirmed that the Hare Road drainage scheme has been delayed to the end part of October. Councillor Mackie mentioned that we may know more about local government reorganisation by October but recent changes to the Government may have an impact. Councillor Mackie confirmed that he is in favour of the one Council approach. This is based on the current situation of County Council providing 80% of the core services and that this parish would be pulled into a Greater Norwich area. As the Chairman of the Loal Government Working Group, Councillor Mackie, has heard from senior officers about the impact of splitting adults, highways and children's services could have on life changes and financial risks Councillor Mackie hopes to provide a full update at the October meeting but encouraged the Parish Council to make its view known to its local representatives.
- **District Councillor Report** – Councillor Harvey gave an update on the Flatland Management situation in Little Plumstead. Councillor Harvey provided the following report: Solicitors have set out that the legal mechanism for which the maintenance fees were supposed to be recovered by the Owner from the individual homeowners, which does not appear to have been implemented by Wimpey or the other developers in accordance with the Deed of Easement and Covenant. It is therefore unclear on what basis Alexander Grace are pursuing the homeowners for a contribution to the maintenance cost. If homeowners were not advised against entering into a Deed of Easement and Covenant this would be deemed as negligence on behalf of the solicitors concerned. If any homeowner believes that this happened, they should speak to their solicitors. Broadland DC confirmed that they continue to pursue compliance with the S106 obligations. An Extraordinary Council meeting has been scheduled for Thursday 18th September to consider the business case for a three Unitary Norfolk, prior

to submission to the Government. Broadland DC will be hosting the Marriott's Way 10km run on Sunday 21st September. Broadland DC and South Norfolk DC have received Gold Accreditation from the Domestic Abuse Housing Alliance for their exceptional work to support survivors of domestic abuse. Information on help please visit: <https://www.southnorfolkandbroadland.gov.uk/communities/domestic-abuse/what-is-domestic-abuse>. BDC is developing a Biodiversity Strategy 2025-2030 which will build onto the Climate Change, Environment and Biodiversity Delivery Plan 2025-2028. Registration is open for the Solar Together programme. This is a group-buying scheme that helps homeowners and small business owners save on the cost of installing solar panels. For more information go to: <https://solartogether.co.uk/broadland/hime>. Veolia has launched this year's Sustainability Fund in partnership with BDC. More information: <https://www.veolia.co.uk/sustainability-fund>. Free Mental Health Awareness Training is available for residents and community groups in Broadland via the Mindful Towns and Villages project. More information: <https://www.southnorfolkandbroadland.gov.uk/community-safety/support-wellbeing/mindful-towns-villages/how-to-get-involved>.

- **Public Participation** – A parishioner asked if it was possible to have a SAM2 sign positioned on Salhouse Road, Little Plumstead to combat the high level of speeding cars. It was confirmed that unfortunately the Councillor responsible for the positioning was not in attendance at this meeting but it would be put to him. It was asked whether something permanent could be put on the road, this would have to be put to Highways for their consent. The Parish Council would speak to Highways to investigate what can be installed on this road. The Clerk will ask if the local beat officer could be present on the road, as they have on Church Road, Great Plumstead to be a visual traffic calming measure. Councillor Carty confirmed that there are police engagement events at the Walled Garden, with the next in approximately 6 weeks.

AGENDA

Councillor Paul Knowles was nominated to be Chairman for the meeting. Proposed – Councillor Carty. Seconded – Councillor Rice. All agreed.

1. APOLOGIES FOR ABSENCE

Councillors Vincent, Jones, Bullen, Wiley and Heath

2. DECLARATIONS OF INTEREST

None

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 15TH AUGUST 2025

Approved. Proposed – Councillor Rice. Seconded – Councillor Edwards. All agreed.

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

The Parish has a new community engagement officer, PC McNeil. The Clerk confirmed that the ICO has been updated that the Parish Council now has CCTV which they are responsible for.

5. TO RECEIVE CORRESPONDENCE

- Changes to bus services – The service provider is changing to Konnectbus. 33/33a will be renumbered to 9. All peak times journeys will now serve Plumstead Road and Harvey Lane. Additional evening journeys.
- Request from Brundall Scout Group – The group has asked if they could be considered in the Parish's proposals for future CIL spending. The Councillors confirmed that for the time-being all CIL has been allocated for phase 2 of the Great Plumstead Project.
- Update from Taylor Wimpey re The Glade, Little Plumstead – Confirmed that all sewers are adopted on the development. The highways are still to be adopted, this is ongoing. They continue to repair items like loose kerbs and health & safety risks.
- TPO Request – 3 Broad Lane, Great Plumstead – Agreed.
- Parish Partnership Bid – Bid closes in December. No projects were forthcoming.
- Scottish Widows – Lowering the interest rate – Rate has been reduced to 1.10%
- Great Plumstead Recreational Ground – Bench – The Parish Council agreed to not install any new benches at the moment.
- Road Closure – Honeycombe Road, junction with B1140 Norwich Road for 50m southwards. From 8th to 10th September.

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2025/2618	Land of Burtt Way, Great Plumstead	Details of condition (3), (10), (11) and (22) of 20211918 - (3) - Technical Note Noise and Dust Management Plan, (10) Technical Note Contractor Parking, (11) Construction Traffic Management Plan Report and (22) Technical Note Tree Protection.	Any planning application should explicitly consider the local Dark Skies policies adopted by Broadland District Council, Great and Little Plumstead Parish Council, and Postwick Parish Council to ensure minimal light pollution and preserve the area's rural character
2025/2551	The Nurseries, Smee Lane, Great Plumstead	Details reserved by condition 8 (engineering scheme), 20 (highways) and 27 (highway improvement works) of 20180193	No comment

a. TO DISCUSS THE REQUEST FROM RACKHEATH COMMUNITY COUNCIL RE DEVELOPMENT ON GREEN LANE EAST, LITTLE PLUMSTEAD

Rackheath Community Council have approached the Councillors to discuss the open space provision on the Green Lane development. RCC have asked if both set of Councillors can work together, due to the location of the site. The Councillors agreed that they would like to wait for the housing to be completed, have one full year and then agree on a plan for the open space. This decision was reached due to the concerns that the open space provision has a high probability of flooding.

7. TO DISCUSS PARISH PROJECTS

a. UPDATE ON GREAT PLUMSTEAD RECREATIONAL PROJECT

Phase 1 has been completed and the site has been handed back to the Parish Council. Any snagging will be reported to Willow-Denby. Sections of the external works paving, (and particularly resin bound finish layer) will remain deferred until Phase 2, e.g the central corridor works would be displaced by later ground works. This area is now fenced off. Replacement fencing will be placed to the playing fields and allotment access points with assistance from the Scouts. Other items agreed included the extent of hard granular surfacing to remain for phase 2 and access to the store area, the extent of the area to revert to grass and ideas for wild meadow treatment as opposed to grass around the changing room and other SLOAP areas.

Willow-Denby have submitted an invoice for £52,621.34 which is valuation 10 for the project. Councillor Cawdron confirmed that this was inline with the agreed contracted amounts. The Parish Council agreed to settle this invoice.

It was confirmed that notification needs to be sent through to Building Control to confirm the use of the buildings. Councillor Cawdron confirmed that David Bullen Limited was updating the drawings with Planning.

An open day for the Activity Building and Changing Rooms will happen on 27th September between 12pm – 2pm. The Clerk will speak to the Bowls Club to confirm if they will be able to open the Club to allow images to be shown for the proposal for phase 2.

The Parish Council thanked Councillor Cawdron, Knowles and Heath for all their hardwork in running this project and bringing it to its conclusion.

b. TO DISCUSS THE QUOTES RECEIVED FOR THE ASSIGNMENT OF THE LEASE OF THE TENNIS COURTS, GREAT PLUMSTEAD

The Parish Council proposed to appoint Clapham Collinge to deal with the assignment of the lease. Proposed – Councillor Rice. Seconded – Councillor Carty. All agreed.

The Councillors agreed that the new leasees' solicitors will draft the assignment and we await this.

c. TO DISCUSS THE QUOTES RECEIVED FOR THE REGISTRATION OF THE GREAT PLUMSTEAD RECREATIONAL GROUND

The Parish Council asked if this was something which the Clerk could do. The Clerk agreed that based on previous experience this was possible and would report back to the Parish Council.

d. TO DISCUSS AND THE AGREE THE SIGNAGE FOR THE GREAT PLUMSTEAD RECREATIONAL GROUND

No quotes received at the time of the meeting.

8. TO DISCUSS THE OFFER FROM BROADLAND DISTRICT COUNCIL REGARDING ANNUAL PLAY AREA INSPECTIONS

The Clerk had received correspondence that Broadland District Council was organising play ground inspections which was offered out to all Broadland Clerks. The cost was less than the inspection last year but still using qualified inspectors. The Parish Council proposed going with Broadland District Council's inspectors at a cost of £90 plus VAT per play ground.

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

9. TO DISCUSS THE REQUEST FROM THE SCOUTS TO HOLD A FIREWORKS EVENT AT GREAT PLUMSTEAD PLAYING FIELD

The Scouts have requested to use the Great Plumstead Recreational Ground to hold their annual fireworks night. The Parish Council agreed to this on the basis that the Scouts ensure that all rubbish is cleared, together with the repair of any damage.

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

10. FINANCIAL MATTERS

a. TO DISCUSS AND AGREE THE LGS PAY AGREEMENT FOR 2025 FOR THE CLERK'S SALARY

The Clerk confirmed that the pay agreement has been agreed for the 2025/2026 financial year. The Parish Council were in agreement with this and the Clerk will present amended figures for next meeting.

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

b. 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	£8,437.34	29.08.2025
Bank Balance	Scottish Widows	£42,254.10	31.08.2025
Bank Balance	Broadland Deposit Account	£343,318.46	31.03.2025
Payments			
T Scott		Monthly payment	£1,487.27
HMRC		Monthly Payment	£172.16
Norfolk Pension Scheme		Monthly payment	£491.02
Google		Website	£5.00
R Heath		Refund for padlock	£5.95
		TOTAL	£2,161.40
Receipts			
		TOTAL	£0.00
Outstanding Cheques			
HMRC		Tax and NI	£172.16
Christian Cator Estate		Sandhole Lane Hire - half yearly	£179.22
Great Plumstead Village Hall		Hire fees	£90.00
		TOTAL	£441.38
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£5,834.56
* already included in the accounts stated above			

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

The Clerk will chase up the outstanding cheque to the Great Plumstead Village Hall which hasn't been banked.

Bank Balance	Unity Bank	£59,274.01	08.09.2025
Payments			
Unity Bank		Service charge	£6.90*
Virtual Auditor		Internal auditor	£80.00
Zurich Insurance		Additional payment	£210.08
		TOTAL	£290.08
Receipts			
		TOTAL	£0.00
Payments Awaiting Authorisation			
		TOTAL	£0.00
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£58,983.93
* already included in the accounts stated above			

Proposed – Councillor Rice. Seconded – Councillor Carty. All agreed.

11. TO DISCUSS AND ADOPT THE IT POLICY

The Councillors asked for the policy to be amended to say that training will happen as “required”. The Clerk will ask whether Broadland District Council offer IT training for Councillors, to include cyber security.

12.TO DISCUSS WHAT ITEMS SHOULD GO ONTO SOCIAL MEDIA THIS MONTH

Open Day
Planning

13.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 13th October 2025 at 7.00pm at Great Plumstead Village Hall

14.TO RECEIVE ITEMS FOR THE NEXT AGENDA

IT Policy

There being no further business the meeting closed.

Signed:

Chairman

Date: