

# 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 2<sup>nd</sup> February 2026 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  
Mrs L Carty    Mr G Edwards  
Mr R Heath    Mrs J Jones  
Mr P Knowles     Mr R Rice  
Mrs T Scott (Clerk)

- **Police Report** – November 2025 - Thorpe End – 5, Little Plumstead – 11, Great Plumstead - 1
- **County Councillor Report** – Councillor Mackie confirmed that he would very much like to see the works to improve the trod on Plumstead Road. This is included in the travel plans for the Brook Farm development, sadly that development hasn't happened yet due to the problems with agreement with National Rail. The trod forms part of the Thorpe St Andrew Town Council plan but it does fall outside of Councillor Mackie's division. The local highways engineer has been asked to review the current state of play, it is predicted that this will be a considerable cost and forms not currently form part of a capital plan. The Councillor Mackie asked whether the Parish Council would be able to use CIL monies for the trod project but it was confirmed that all forthcoming monies have already been committed and unfortunately this area falls outside of the parish boundary. Councillor Mackie supports the idea of gritting Middle Road, Great Plumstead and has shared it with the cabinet member for highways for further investigations as routes as reviewed. The Parish Council reported that due the last period of bad weather (snow and rain) the main roads out of Little Plumstead and Great Plumstead became flooded and impassable and Middle Road was the only exit, which unfortunately was too icy to drive on. It also impacted the High School bus which had to divert around Rackheath which then meant that the school children were late to school. Councillor Mackie confirmed that the works for Hare Road have been delayed to Autumn 2027. A significant portion if the scheme is within private land and due to the landowner's crop rotation requirements, access will not be granted any earlier. This restriction is outside the control of Highways and the landowner has been clear that no earlier access will be possible. Councillor Bullen asked if we could have clearer more permanent flood warning signage on Hare Road due to the delay, the Clerk confirmed that this request will be put back to Councillor Mackie and Highways.
- **District Councillor Report** – Councillor Harvey is making enquiries with Saffron Homes regarding the foot/cycle path between Thorpe End and the railway pathway for an update on when this will be delivered and continuing to press for an update regarding the land management on The Glade, Little Plumstead. The decision by government on the number of Unitary Authorities is expected in March 2026. Councillor Harvey has been speaking to

Broadland regarding the Woodland Walk pathway the Community Assets Team and Green Infrastructure Office have confirmed that they do not have any objections to linking the woodland pathway to the pathway on the Halsbury development but at the moment there is no funding available for this. There are a number of grants which could be applied for, if the developer isn't willing to finance the project. The planning team have provided further information following the dismissal of the appeal for the change of use at Heath Farm. The building can be used for agricultural purposes, as it was approved. A full planning application for the addition of the doors, windows and mezzanine level should be submitted to regularise those unconsented alterations from the approved plans. Providing that the building is used for agricultural purposes and that an application is made for those changes then there would be no breaches of planning so no need for any enforcement action.

- **Public Participation** – Objections were raised in relation to the proposed development on Water Lane, Great Plumstead. The objections which were raised sit inline with the comments which the Councillors made. The Parish Council reminded the residents to submit their objections to Broadland DC planning. The residents also reported that the drain outside of the bus shelter on Church Road, Great Plumstead is damaged and needs to be repaired, the Clerk confirmed that this will be reported. Concerns were raised about the two oak trees which sit on either side of Water Lane, Great Plumstead and it was proposed that TPOs were placed on these to protect them.

## **AGENDA**

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

Councillor Vincent and Jones

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

None

### **3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> JANUARY 2026**

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

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

The Clerk confirmed that DH Arborticulture will be undertaking the works to the pathway on the 2/3 March, the flailing works are likely to be pushed backed to September. This is due to the field being saturated and the damage which will happen due to vehicles driving over it, in addition we are also approaching bird nesting session which will halt the works. Target Trees have applied to Broadland DC to undertake the works on the yew tree which overhangs into the Walled Garden carpark. The Church has been notified and the Vicar confirmed that this shouldn't be a problem, they have some paperwork for complete with the Diocese. Willow-Denby has removed one of the containers on the Great Plumstead carpark, leaving one for the Scouts. The Clerk has been in touch with our current provider to transfer our domain name to our new provider which will then be retained but not used. The Clerk is awaiting any reduction in price from Evergreen for the play area works, but they have confirmed that they

will undertake the works as they receive the items rather than undertaking all the works at once. Scribe are currently setting up the Parish Council's account, the Clerk has some information to send over before this will be active.

## 5. TO RECEIVE CORRESPONDENCE

- Scottish Widows have reduced their interest rate from 1.1% to 0.95%.

## 6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2026/0066	Land west of Water Lane, Little Plumstead	Residential development of five dwellings, new vehicular access, footpaths, landscaping and associated works	<p>1. Impact on Village Character and Settlement Boundary (Neighbourhood Plan – Policy 1)</p> <ul style="list-style-type: none"> <li>·The proposal does not add value to the village and may detract from its character.</li> <li>·The development lies outside the established settlement boundary, contrary to local planning policy.</li> <li>·The application appears inconsistent with previous planning decisions in the area.</li> </ul> <p>2. Highways, Access and Traffic Safety (Neighbourhood Plan – Policy 4)</p> <ul style="list-style-type: none"> <li>·The proposed single access point onto Water Lane is located at the narrowest section of the road, measuring only 4.8 m where 5.5-6m is normally required.</li> <li>·Water Lane is already heavily used as the main route to the A47, with buses, tractors and large vehicles frequently needing to stop to pass.</li> <li>·Additional vehicle movements will worsen congestion at the Water Lane / Church Road junction, already problematic at peak times.</li> <li>·The exit of the site is directly into a 40 mph zone, raising safety concerns.</li> <li>·Previous applications for shared access in this area were refused, making this proposal inconsistent with earlier planning guidance.</li> <li>·This development creates an access and exit point over a well-used footpath, which is used as a link for Great Plumstead to access the Wall</li> </ul>
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			<p>ed Garden and the Primary School. (Neighbourhood Plan – Policy 3)</p> <p>3. Drainage, Flooding and Utilities (Neighbourhood Plan – Policy 2)</p> <ul style="list-style-type: none"> <li>·No proposals are provided for foul water or surface water drainage, despite longstanding drainage and flooding issues in the Church Road and Water Lane area.</li> <li>·Surface water management is particularly important given the history of standing water and flooding following earlier interventions.</li> <li>·No details are provided regarding sewerage treatment for the new dwellings.</li> <li>·If approved, improvements to existing drainage issues should be required.</li> </ul> <p>4. Environmental and Biodiversity Concerns (Neighbourhood Plan – Policy 5)</p> <ul style="list-style-type: none"> <li>·The proposal includes the removal of 72.84 metres of mature mixed hedgerow, currently in good condition, to create sightlines.</li> <li>·Hedgerow removal should be a significant consideration and may not align with environmental legislation.</li> <li>·Biodiversity net gain is not achieved, with the applicant proposing offsite compensation rather than onsite improvements.</li> <li>·Onsite measures such as rear garden hedgerow planting and additional habitat creation should be required.</li> </ul> <p>5. Footpaths, Land Ownership and Maintenance (Neighbourhood Plan – Policy 6)</p> <ul style="list-style-type: none"> <li>·The proposed footpath runs through Parish Council land, and no agreement has been reached.</li> <li>·No information is provided on the maintenance responsibilities for the private road, footpath, landscaping, or the retained oak tree at the front of the development.</li> </ul> <p>6. Design, Layout and Infrastructure (Neighbourhood Plan – Policy 2)</p> <ul style="list-style-type: none"> <li>·The bin collection area shown is not adequate for five dwellings, each requiring multiple bins including garden waste.</li> </ul>
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			<p>·The proposal risks extending the village boundary and setting a precedent for further development.</p> <p>·The application relies heavily on the argument of a lack of five year housing supply, but this does not outweigh the concerns regarding location, access, and environmental impact.</p> <p>Summary Position Based on the above concerns, the proposal is considered unsuitable due to its location outside the settlement boundary, inadequate access arrangements, unresolved drainage issues, loss of mature hedgerow, insufficient biodiversity measures, and inconsistencies with previous planning decisions. The development would place additional strain on local infrastructure and does not demonstrably benefit the village.</p>
The planning application was objected by 7 Councillors with 1 Councillor abstaining.			

## 7. TO DISCUSS PARISH PROJECTS

### a. TO GIVE AN UPDATE ON GREAT PLUMSTEAD RECREATIONAL PROJECT PHASE 1

Spire Solicitors have confirmed that due to the Lease becoming more complicated than originally thought the costs have increased to £2750 - £3500 plus VAT.

The Lease has been returned by the solicitors for the Scouts with a number of amendments. Spire (Council's solicitors) have provided a report to cover the points which have been raised. Spire have asked for a whole site plan to be used in the lease for the Scouts and which will also cover the licence for the Bowls Club. We are waiting for the building regulation documents, unfortunately there is a backlog with the fire safety team which is holding this up. One of the main issues which has been brought up is who is holding the lease, the Scouts' solicitors have said that the Lease will be held by the Trust not by the group which is currently using the site. A warranty has been asked for in terms of the Activity Building for the Scouts, the defect period ends at the end of February so this will be over before the lease is signed. It was queried that there is an overhang from the Bowls Club roof but the Councillors discussed this and it was said that the buildings follow the site boundary.

### b. TO GIVE AN UPDATE ON GREAT PLUMSTEAD RECREATIONAL PROJECT PHASE 2

The Clerk confirmed that Broadland DC has provided updated figures and timetable for the S106/CIL monies. They are confident that phase 2 will be possible this year and that the Parish Council should have the full estimated monies by September

2026. The next steps for the Parish Council are to gather in updated figures from David Bullen Limited for the Project Management and Willow-Denby for the construction. Both were received when the original tender was submitted but this was approximately 2 years ago so need to be updated. The Parish Council recommended an informal meeting to discuss what is needed to meet the September deadline, a meeting date of 16<sup>th</sup> February was put forward.

**c. TO DISCUSS THE LICENCE TO BOWLS CLUB FOR THE STORE ROOM**

Spire solicitors confirmed that this work would normally cost £250 - £500 plus VAT but if this is a simple Licence then it would be included within the original estimate and would not carry a fee. The Parish Council agreed to use Spire Solicitors for this Licence. 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	<b>£4,172.61</b>	30.12.2025
Bank Balance	Scottish Widows	<b>£42,378.58</b>	31.12.2025
Bank Balance	Broadland Deposit Account	<b>£343,318.46</b>	31.03.2025
		<i>£255,635.66</i>	As allocated in parish accounts. Not confirmed by Broadland Deposit Account
<u>Payments</u>			
Little Plumstead Village Hall	Annual Hire Fee		£130.00
		<b>TOTAL</b>	<b>£130.00</b>
<u>Receipts</u>			
		<b>TOTAL</b>	<b>£0.00</b>
<b>Outstanding Cheques</b>			
Christian Cator Estate	Sandhole Lane Hire - half yearly		£179.22
Great Plumstead Village Hall	Hire fees		£50.00
		<b>TOTAL</b>	<b>£229.22</b>
<b>Current Account Balance</b> after above payments made and <b>outstanding cheques cleared</b> will be approximately			
			<b>£3,813.39</b>
* already included in the accounts stated above			

Proposed – Councillor Heath. Seconded – Councillor Rice.

Bank Balance	Unity Bank	<b>£89,291.04</b>	02.02.2025
<u>Payments</u>			
T Scott	Salary and expenses		£1,524.68
HMRC	Tax and NI		£393.03
Norfolk Pension Scheme	Monthly payment		£506.72

Little Plumstead PCC		Grant	£1,250.00
Unity Bank		Bank Charge	£7.20*
		<b>TOTAL</b>	<b>£3,674.43</b>
<u>Receipts</u>			
		<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>£85,616.61</b>
* already included in the accounts stated above			

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

Norwich United have asked if they can pay a flat fee of £80 per month rather than per game for the year. This was discussed and agreed to trial for the timebeing. Councillor Heath has confirmed that he is drafting a Licence between the club and the Parish Council and will circulate once this has been done.

Councillor Bullen confirmed that the pads and battery will need changing in the defibrillators in Little Plumstead and Thorpe End, the approximate cost for these is £150 each. Councillor Bullen will confirm costs but the Clerk confirmed that the cost for these is covered within the budget.

#### **b. TO DISCUSS AND AGREE THE INTERNAL AUDITOR**

A number of quotes were received for the internal auditor. The Clerk presented these to the Parish Council and explained that this year the accounts have to be presented on a different basis from the previous year, together with amending last years. The Parish Council agreed to the quote from the Virtual Auditor at a cost of £300. Proposed – Councillor Bullen. Seconded – Councillor Knowles. All agreed.

#### **c. TO DISCUSS THE CLEANING FEES FOR THE CHANGING ROOMS**

An approximate cost of £17 per hour for someone to clean the changing rooms. It was questioned whether it would be possible to have some adhoc or if they would need a regular booking. It was agreed that for the timebeing we would ask the users of the changing rooms to clean up after themselves but consider having the rooms deep cleaned twice a year.

#### **9. TO DISCUSS THE ALLOTMENTS AT GREAT PLUMSTEAD**

A new water butt is needed at the village hall and the guttering connection needs to be updated. The guttering at the bus shelter water butts needs to be fixed. The Clerk will check the S106 monies which are allocated for the allotments.

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

Planning

**11. 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 9<sup>th</sup> March 2026 at 7.00pm at Little Plumstead Village Hall.

**12. TO RECEIVE ITEMS FOR THE NEXT AGENDA**

None

There being no further business the meeting closed.

Signed:

Chairman

Date: