

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 17th August 2026
at 7.00pm at Little Plumstead Village Hall**

PRESENT: Mr J Wiley (Chairman)

Mr A Cawdron

Mr R Heath

Mr P Knowles

Mr R Rice

Mrs T Scott (Clerk)

- **Public Participation – None**

AGENDA

1. APOLOGIES FOR ABSENCE

Councillors Vincent, Carty, Bullen, Edwards and Jones

2. DECLARATIONS OF INTEREST

None

3. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE MEETING HELD ON 13TH JULY 2026

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

The responses to the public questions to Saffron Housing for the proposed development on Plumstead Road, Thorpe End have been published separately.

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

Highways have confirmed that they have adopted the roads and are now responsible for the roads and pathways on The Willows, Little Plumstead. The Clerk has asked whether they will be installing the white lines on the pathway to mark out the cycle/pedestrian sides, they have confirmed that if this is a requirement under the planning permission they will undertake this.

19.11 – Councillor Cawdron arrives.

5. TO RECEIVE CORRESPONDENCE

- Land South of Plumstead Road, Thorpe End – Housing list – Any parishioner which is on the housing list in the Parish will have first priority, it will then fall to neighbouring parishes before moving out.

- Tree Preservation Order – Water Lane – Confirmation that the oak by the footpath is now covered by a TPO.
- Village Boundaries – Broadland DC have asked if the Parish Council have any confirmation of the parish boundaries, we do not hold anything which defines each village. The Clerk researched and it was confirmed that Great and Little Plumstead have been grouped together since the doomsday book.
- Tree Preservation Order – Thorpe End – The tree located on the righthand side of the entrance of the Boulevard from Plumstead Road has had a confirmed TPO placed on it.
- Greater Norwich Local Plan 2045 Scoping Consultation

6. TO CONSIDER PLANNING APPLICATIONS

The Parish Council made the following comments on planning applications:

2026/1943	Falkirk House, 36 Plumstead Road, Thorpe End	Detail of conditions 3 (Agreed Roof Materials) and 4 (Agreed window details) of original planning permission 2026/1042	No objections
2026/0769	Land off Burt Way, Great Plumstead	Variation of Conditions for changes to layout and design for plot 2 (condition 2), foul water drainage for plot 2 (condition 5) drainage strategy for plot 2 (condition 9) and noise report for plot 2 (condition 16) and Discharge of condition (13) off-site highway improvement works of permission 20211918 and subsequent non-material amendment 2026/0283 (which consented to change description on application 20211918 to read "The proposed development will provide flexible and adaptable space for Use Classes E(g)(ii), and Class E(g)(iii), General Industrial Use Class B2 and Storage and Distribution Use Class B8 and Ancillary Accommodation,	The applicant has not provided information regarding traffic generation volumes and distribution, bus transport facilities, or compliance with local dark skies policy. These issues are material to the assessment of the proposal and must be addressed. It has also been observed that a section of the hedge bordering the roundabout has been removed. This hedge forms part of a vital green corridor extending along Smee Lane, contributing to biodiversity, landscape character, and ecological connectivity. The applicant should confirm the future plan for reinstating or replacing this hedge, including timescales, planting specifications, and measures to ensure long-term establishment.

		Service Yards, Parking & Landscaping) Date of Decision: 26/02/2026	
2026/1902	West Wending, 1 Lawn Crescent, Thorpe End	Small rear extension to the house along with window replacements and alterations, cladding to the front of the house and a ramp to allow better access to the house.	Reservations exist about the proposed timber screen to the existing front entrance. The application form states there are no changes to parking arrangements, but the proposal takes away the inbuilt house garage which is a change. The application needs to be amended to show if the parking arrangements at the property sit inline with the Neighbourhood Plan. The garage appears to provide the new ramped access and entrance area. The design statement notes that there are no TPO's on the site but actually the designate conservation area protects all trees, which means any amendment must be applied for.

7. TO DISCUSS PARISH PROJECTS

a. TO DISCUSS AND APPROVE THE JCT CONTRACT FROM WILLOW-DENBY FOR PHASE 2 OF THE GREAT PLUMSTEAD RECREATIONAL PROJECT

The pricing schedule for the project has been sent to the Clerk but is not currently attached to the Contract. This will be printed and attached to both copies. The Councillors agreed to sign and accept the contract.

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

b. TO DISCUSS AND APPROVE THE CONTRACT FROM DAVID BULLEN LIMITED FOR PHASE 2 OF THE GREAT PLUMSTEAD RECREATIONAL PROJECT

The quote continues from Phase 1 as per the original tender. Proposed – Councillor Heath. Seconded – Councillor Rice. All agreed.

c. TO DISCUSS AND APPROVE THE LEASE FOR THE ACTIVITY HUT, GREAT PLUMSTEAD

At the date of the meeting this had not yet been received.

d. TO DISCUSS AND APPROVE THE LICENCE FOR THE STORE ROOM AND BOWLING GREEN, GREAT PLUMSTEAD

At the date of the meeting this had not yet been received.

8. FINANCIAL MATTERS

a. TO AGREE PAYMENTS IN ACCORDANCE WITH THE BUDGET

The following accounts were agreed in accordance with the Budget:

Payments

Bank Balance	Nat West	£5,129.26	30.07.2026
Bank Balance	Scottish Widows	£42,709.50	31.07.2026
Bank Balance	Broadland Deposit Account	£266,540.53	31.03.2026
<u>Payments</u>			
Google	Google Workspace		£5.90*
		TOTAL	£0.00
<u>Receipts</u>			
Allotment Holder Plot 15	Allotment Hire Fee		£15.00*
Football Team	Pitch Hire		£165.00*
		TOTAL	£0.00
Outstanding Cheques			
		TOTAL	£0.00
Current Account Balance after above payments made and outstanding cheques cleared will be approximately			
			£5,129.26
* already included in the accounts stated above			

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

Bank Balance	Unity Bank	£132,160.10	17.08.2026
<u>Payments</u>			
T Scott	Salary and expenses		£1,524.48
HMRC	Tax and NI		£393.23
Norfolk Pension Scheme	Monthly payment		£453.00
Unity Bank	Service Charge		£8.05*
Scribe	Monthly payment		£62.40
E.on	Electricity Payment		£75.51
Evergreen Landscapes and Fencing	Play Area Repairs		£1381.20*
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Spire Solicitors	Licence for Bowls Club - Advice		£616.80
Target Trees	Tree Works - Walled Garden Carpark		£600.00
		TOTAL	£3,725.42
<u>Receipts</u>			
		TOTAL	£0.00

Payments Awaiting Authorisation				
			TOTAL	£0.00
Current Account Balance after above payments made and outstanding cheques cleared will be approximately				
				£128,434.68
* already included in the accounts stated above				

Proposed – Councill Knowles. Seconded – Councillor Cawdron. All agreed.

b. TO DISCUSS THE AUTUMN NPTS SEMINAR

The Councillors agreed for the clerk to attend the NPTS Seminar on 1st October 2026 at a cost of £56. All agreed.

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

Planning

10. 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 14th September 2026 at 7.00pm at St David's Hall, Thorpe End

11. TO RECEIVE ITEMS FOR THE NEXT AGENDA

None

There being no further business the meeting closed.

Signed:

Chairman

Date: