

BRAMERTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Monday 14th
July 2025 at 7.30pm

Present:

Cllr Duncan Butler (DB) – Chair, Cllr Teena Mason (TM), Cllr Sally-Ann Meadows (SM), Cllr John Middleton (JM), Cllr Kirstie Perfitt (KP), Cllr Richard Simmonds (RS), Cllr Keith Wheeldon (KW) County/District Cllr Thomson (VT) and Yvonne Wonnacott – Parish Clerk (YW).

Apologies: PC Tom Goodrum.

Members of the Public: None.

2025/034 Chairs welcome (to include any apologies for absence for approval)

Chair welcomed all attendees to the meeting. Apologies received and approved from PC Tom Goodrum.

2025/035 To receive declarations of interest

None.

2025/036 To approve a time limit for the meeting

All agreed to aim for the meeting to finish by 9.30pm.

2025/037 To agree minutes of the PC (Parish Council) meeting held 16th June 2025

The proposed minutes of the PC meeting held on 16th June 2025 as previously circulated were unanimously approved as correct. Chair signed minutes.

2025/038 Matters arising from the minutes of the PC meeting held 16th June 2025

Savings account

As previously agreed £11,000 transfer from community account to savings account complete.

‘Sudden Branch Drop’ article

As previously agreed article added to website and noticeboards.

City Fibre works

Noted road had been dug up again.

Internal auditor

Noted confirmation received of engagement of internal auditor for this financial year, 2025/26.

2025/1620, Midsomer Lodge

As agreed response submitted to District Council with regards to application for widening of the splay.

2025/039 Adjournment for public participation

None.

2025/040 Finance matters

Finance and admin report with financial summaries for approval

Finance and admin report with financial summaries unanimously approved.

Expenditure for approval/to be noted, as per Finance and admin report

The following items of expenditure were formally noted and/or approved.

- Parish Clerk, expenses June @ £15.87
- Nest Pension, Parish Clerk, July, and August @ £34.63 per month
- Parish Clerk, gross pay, July, and August @ £432.90 per month
- *Norfolk Parish Training & Support, £92.00 + vat (£40.00 Grant funding & project process and £52.00 Managing allotments) training for Cllr Mason
- HMRC qtr. 1, Parish Clerk @ £266.74
- Playsafety Ltd @ £80.00 + vat

CIL (Community Infrastructure Levy)

Noted Norfolk County Council (NCC) launched second phase of funding for Bus Shelter Grant scheme, opening from 7th July to 31st October 2025. Scope of funding expanded to include refurbishment, installation of seating and lighting improvements. Cllr Wheeldon to source pricing for lighting and glazing – KW.

2025/041 County/District Council report(s)

Noted report as previously circulated. County/District Cllr Thomson provided overview to meeting, key points summarized as follows.

- NCC's cabinet selected a single unitary council as its preferred option, this will be developed into a detailed proposal and submitted to the Government in September.
- NCC has issued fines totaling £685,000 in a year for non-compliant roadworks as part of its ongoing efforts to reduce the impact of roadworks upon Norfolk's communities.
- With more people heading outdoors, Norfolk Fire and Rescue Service is asking the public to be vigilant and report fires quickly.
- The brand-new Norwich Park & Ride service has been launched with several key enhancements for residents and visitors to enjoy.
- NCC's annual spring and summer road surface dressing programme will see Norfolk's roads get a new seal to help prevent potholes forming and extending the life of roads with a new skid-resistant surface to reduce the risk of accidents.
- Fall in birth rates could be a problem going forward for schools.
- Public consultation on draft South Norfolk Landscape Susceptibility in relation to energy generation, storage, and transmission Supplementary Planning Document.

Member of PC raised that the above public consultation was not user friendly and the language used was obtuse, County/District Cllr Thomson to feedback views to relevant parties – VT. County/District Cllr Thomson believes that gates are illegal on footpaths, County/District Cllr Thomson will report the gates situated on Bramerton footpaths to appropriate parties – VT. County/District Cllr Thomson to speak to senior officer to obtain update on footpath 5 and the implementation of rock rolls – VT.

County/District Cllr Thomson left meeting 8.05pm.

2025/042 Planning

Applications received to date

2025/1986, Grange Farm Barns, The Street – Agreed PC to respond “PC is unable to comment on application due to insufficient information and detail being provided. As such we would request further details to include a design access statement before any comment is

submitted. Would question as to whether all documentation has been loaded on planning website” – YW.

Decision notices received to date

2025/0040, Hazeldene, Slade Lane. Approval with Conditions (Delegated).

2025/043 Administrative matters

Four-year plan

Agreed Parish Clerk to hold and maintain plan and for this to be a working document for all members of PC. To be used in conjunction with budget setting going forward. PC members to let Parish Clerk know of any other items for inclusion in the plan – ALL. Noted two PC noticeboards may need replacing in near future, to be considered as part of budget setting process for 26/27 – YW. Cllr Meadows to provide quote details of contractor who recently provided noticeboard for a local entity – SM. Cllr Butler to compile a list of signs owned by PC – DB. Chair thanked Cllr Mason for comprehensive report on signage within parish.

Governance documents

Biodiversity policy: Agreed to adopt amended policy as previously circulated to include previous agreement to adopt the CPRE Norfolk standard light pollution clause – YW

IT policy: Cllr Butler to review template policy and amend as appropriate so relevant to PC and circulate amended version to full PC for discussion/approval at September PC meeting – DB.

2025/044 Parish land and environmental matters

Signage

To undertake review of signage in conjunction with list provided, minute reference 2025/043 and asset register and provide recommendations to full PC with regards to present condition, if replacement/repair is required or removal – TM/DB. Noted signs on SSSI had fallen down and need replacing.

Recreation ground

Noted annual inspection report as previously circulated. Cllr Wheeldon to obtain price for works to gate – KW. Working party is to be held at 10.00am Saturday 16th August, to undertake some of the works identified in report.

Tree Warden report

Report as previously circulated. Key points summarised as follows.

- Recreation ground – All in good order with no current sign of limb drop. Posters displayed at key points advising people not to sit or play under large trees, especially after heavy rainfall.
- Community orchard and allotments – Limb fallen from fruit tree on first allotment from end gate. Tree bisects electrical power cable and phone lines. UK Power Networks have visited to assess and update. One apple tree lost a small side branch.
- Common and SSSI – All in good order.
- 2025/1819, Bramerton Grange, recommends no comment.
- 2024/3678, Churchyard, St Peter's. Following approved work, ancient Holly (T3) continues to struggle, church have ordered bio char to put around base.
- Heavy plant being used around roots of the Austrian Pines in The Street, this is being followed up with District Council, believe they have recently visited site.
- South Norfolk District Council have appointed replacement Tree and Landscape Officer.

Footpath Warden report

Report as previously circulated. Key points summarised as follows.

- The Bullock Shed Lane walk – Path all walkable within our parish. Cattle often on path, dogs to be kept on leads. New gate on the barn leg of walk now fitted.
- Walk from Hill House Road to the Common – Passable. County/District Cllr Thomson looking into gate.
- Hills and bumps – Currently overgrown, landowner advised will cut asap.
- Footpath 5 – officially remains closed.

Ponds

No issues.

Allotments

Thanks, expressed to Cllr Mason for detailed/informative report. Parish Clerk to write to tenants of uncultivated plots, informing that plots must be cultivated by end of October 2025 or the PC will terminate the tenancy agreement with immediate effect, Parish Clerk to provide draft letter to Cllr Mason and Chair for approval prior to issue – YW. Agreed meeting to take place at village hall in September for tenants and PC representatives to establish interest in forming an allotment association – DB/TM. Agreed PC to cover cost of village hall hire. The establishment of an allotment association could pave the way to further discussion around how to bring water to the allotments.

Bramerton Common

Noted ongoing rubbish situation, with rubbish being left on the Common, and general rubbish being deposited in dog bin. Chair to write to The Broads Authority (BA) advising problem is created by tourism and BA moorings, to request a meeting with Head Ranger and consideration of reinstatement of waste disposal service in high season and increased frequency of Ranger visits to site – DB. Parish Clerk to contact District Council to establish charges for twice weekly collection of commercial waste on a Monday and Friday during peak season (May to September) – YW.

2025/045 Speeding Advisory Group

Noted report as previously circulated.

2025/046 Correspondence and consultations

South Yare Wildlife Group

Noted, request received from the South Yare Wildlife Group to erect a banner advertising event on the triangle of grass on the main road through Bramerton by the sign. PC responded advising not able to allow signs on the island as it is a dangerous traffic junction with limited visibility.

Armed Forces Covenant

Noted, agreed no further action.

Parish Partnership Scheme 2026/27

Noted, agreed no further action.

Public consultation on draft South Norfolk Landscape Susceptibility in relation to energy generation, storage, and transmission

Noted as discussed under minute reference 2025/041, no further action.

NCC – Adult care and support service

Cllr Middleton to provide Parish Clerk with details of relevant groups/activities held at village hall – JM.

2025/047 Date of next meeting

Next meeting, 8th September 2025. Councillors to notify Parish Clerk of any items for agenda – **ALL**.

2025/048 Chair's urgent business

None.

The meeting closed at 9.27pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 15/07/25.

Approved:

Date: