

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE VILLAGE HALL ON THURSDAY 14<sup>th</sup> May 2026 AT 7.30 P.M.**

**Present**

Councillor R. Richmond (Chair).  
Councillor P. Minchin.  
Councillor J. Billings.  
Councillor P. Lawton.  
Councillor D. Howard.

District Councillor. Roger Atterwill  
4 members of the Public.

**In Attendance**

A. Leigh. Clerk.  
R. Wade RFO.

1. **Election of Chair and the signing of the acceptance of office.** It was proposed by Councillor Billings and seconded by Councillor Minchin that Councillor Richmond should continue as the Chair, all were in agreement. Councillor. Richmond agreed to continue as the Chair and duly signed the acceptance of office form; the Clerk also signed the form.
2. **Election of Vice-Chair and the signing of acceptance of office.** It was proposed by Councillor Minchin and seconded by Councillor Lawton that Councillor MacArthur should continue as the Vice Chair, all were in agreement. Councillor MacArthur had informed Councillor Richmond prior to the meeting that if he was elected to continue as the Vice Chair, he was happy to do so. The Clerk would take the acceptance of office form to him to sign and for the Clerk to sign also.
3. **To consider apologies of absence.** Apologies had been received from District Councillor Duffield and Parish Councillor MacArthur. Councillor Richmond proposed and Councillor Howard seconded that the apologies were accepted all were in agreement.
4. **To receive Declarations of Interests.** None.
5. **To sign as a correct record the minutes of the meeting held on Thursday 2nd April 2026.** It was proposed by Councillor Billings and seconded by Councillor Richmond that the minutes were correct all were in agreement.
6. **To confirm the Community Car Co-ordinator, Angela Leigh and the Deputy Community Car Co-ordinator Pat Williams.** Councillor Minchin proposed and Councillor Howard seconded that the Co-ordinator and deputy Co-ordinator are accepted all were in agreement.
7. **Finance.**
  - 7.1. **Budgets as circulated.** Councillor Richmond proposed and Councillor Lawton seconded that the budgets were in order all were in agreement.
  - 7.2. **Balances and cheques for authorisation as circulated.** Beetley & East Bilney VH&PF £147.00, C.D. Grounds services £376.10, Ady's Wood Splitting Services Ltd. £210.00 Interlogic £648.00, E.ON (d/d) £24.60, Wave (d/d) £21.89, BCCS (drivers April pay) £92.20, Clerks salary April, £518.58, RFO salary April £133.00, HMRC April £162.80, Robing Goreham (internal audit) £75.00, Unity bank charge £7.00. Councillor Lawton proposed Councillor Minchin seconded that the balances and cheques were correct. All were in agreement. The electronic approval of the payments will be Councillor Richmond and Councillor Lawton.
  - 7.3. **To receive the Internal Auditors report and consider any recommendations.** Councillor Richmond proposed and Councillor Lawton seconded that the internal auditors report was accepted. All were in agreement.
  - 7.4 **To agree the accounts for the year ended 31<sup>st</sup> March 2026.** Councillor Howard proposed Councillor Billings seconded that the accounts were correct all were in agreement.

**7.5. To approve the Annual Governance Statement in the 2025/2026 AGAR (Annual Governance Annual Return).** The Chairman and Clerk signed the statement.

**7.6. To approve the Statement of Accounts in the 2025/2026 AGAR.** The chairman signed the statement.

**8. Reports from County and District Councillors. Public participation.**

**8.1. To receive reports from County and District Councillors.** District Councillor Atterwill informed the meeting that the "Breckland bridge" of £515,000.00 which was in the old business plan would still need to be written off the Colkirk development has lost money.

**8.2. Public comments.** None.

**9. Matters for report**

**9.1. Speedwatch Beetley.** The Clerk read out the report which had been received from John Castleford the Beetley Community Speedwatch Coordinator. There are now seven members of the community Speedwatch team and they are delighted that they can carry on the work which George Hayes started 10 years ago. They are also delighted that George remains a member of the team. Following the formal training and approval of sites which speeds are monitored, two active sessions had taken place. This will generate letters from Norfolk Constabulary that will remind drivers of the importance of observing speed limits as doing so promotes safety on local roads. Our role does not extend to enforcement of speed limits, as this remains a responsibility of the Police Officers. We are pleased to report that most vehicles drivers did keep to the 30mph speed limit, but even though we had A-boards announcing "Community Speedwatch" by the roadside we still had a few vehicles exceeding the speed limit. We also received a number of "thumbs up" from supportive drivers. We will be happy to welcome more volunteers and will endeavour to report regularly to the Beetley Parish Council.

**9.2. SNAP meeting 08/04/2026– Councillor Richmond to report.** Councillor Richmond reported that as the date of the meeting had changed, he was not able to attend.

**9.3. Beetley Common meeting Wednesday 10<sup>th</sup> June @ 10.00a.m.** The Clerk informed the Councillors that the meeting with the NWT Officer would take place at an earlier date than previously arranged and hopefully some of the them would be able to attend.

**9.4. Derelict shed Villag Hall Playing Field.** The Clerk reported that the Village Hall committee were discussing the removal of the shed and the contents following a complaint to the Clerk from a Parishioner concerning the state of the shed.

**9.5. Roostinghills Trout Fishery. To discuss the permission to cross Beetley Common for stocking purposes.** This matter was discussed together with a request for a small marquee and a block of toilets to cross the Common for a Cancer charity event which will take place at the lakes later on in the year. Councillor Minchin proposed and Councillor Richmond seconded that permission is granted for the stocking process but not for the equipment required for the Cancer charity event. The request for this did state that this equipment could go via the old gravel pit. The Clerk will inform Roostinghills Trout Fishery of these decisions.

**10. Highways.**

**10.1. Clerk to give feedback on ongoing Highway problems.** The Clerk reported that all ongoing Highway issues had been resolved.

**10.2. To note any new problems within the Parish.** None were reported.

**10.3. To receive a report from all Councillors on the footpaths.** Councillor Richmond, Councillor Howard, Councillor Lawton stated that all footpaths were acceptable.

**11. Planning.**

**Applications.**

**11.1. PL/2026/0468/HOU Copse Edge 46 Elmham Road Beetley. Proposed single storey extension to side/ rear (including replacement of flat roof over existing utility room).** It was proposed by Councillor Billings, seconded by Councillor Minchin that this application was acceptable. All were in agreement.

**11.2. PL/2026/0435/FMIN High Houses Farm High House Road Beetley. Proposed conversion of barns into seven dwellings & demolition of ancillary structures.** It was proposed by Councillor Billings, seconded by Councillor Richmond that this application is accepted all were in agreement.

R.R.

11.3. PL/2026/0593/HOU Ferndale House the Drift East Bilney. Single storey front extension to create small veranda. It was proposed by Councillor Billings, seconded by Councillor Howard that this application is accepted. All were in agreement.

11.4. PL/2026/0632/VAR Drift Farm Common Drift Beetley. Removal of condition 1 of reserved permission 3/77/0389. It was proposed by Councillor Billings, seconded by Councillor Richmond that this application is accepted. All agreed.

11.5. PL/2026/0628/VAR Drift Farm Common Drift Beetley. Drift Farm Common Drift Beetley. Removal of condition 2 of outline application 3/75/3231. It was proposed by Councillor Billings seconded by Councillor Richmond that this application is accepted. All were in agreement.  
Decisions made by Breckland Council.

11.6. PL/2026/0271/CLEUD Drift Farm Common Drift Beetley. Application for a Lawful Development Certificate for an Existing Use or Operation or Activity, including those in breach of a planning condition Town and Country Planning Act 1991(as amended) continued occupation in excess of 10 years in breach of occupancy conditions on outline ref:3/75/3231 condition no 2 and subsequent reserved matters ref:3/770389 condition no 1. APPROVED.

11.7. PL/2026/HOU Oak Lodge 47 Elmham Road Beetley. APPROVED.

11.8 Enforcement request ID785. Work at Waterside Old Beetley. Proposed conversion of Roof space to provide additional residential accommodation.

12. Beetley River Meadows.

12.1. Monthly Play Equipment inspections. Councillor Howard passed the monthly inspection sheets to the Clerk for filing.

12.2. To note the annual RoSPA inspection will be in June. The Clerk confirmed that she had been contacted and that the Play equipment annual inspection will be carried out in June.

12.3. Meeting at the grassed are with the NWT officer/Grass cutting contractor Wednesday 10<sup>th</sup> June @ 8.00 a.m. The Clerk informed the meeting that the 3 yearly rotational cuts of the grass areas discussion will be on this date and time. The Clerk will be in attendance and hopefully Councillor Howard and Councillor Minchin will also be able to attend.

12.4. To discuss the removal of 5 dead Ash trees. This matter was discussed and it was proposed by Councillor Howard, seconded by Councillor Billings that the Clerk should contact Ady the Tree Surgeon and arrange to have them felled. All were in agreement.

12.5. To agree the cost of the play area inspection training for Councillor Howard and Councillor Minchin. Councillor Billings proposed and Councillor Richmond seconded that the cost of this training is approved. All were in agreement. The Clerk will liaise with them regarding dates for the training.

13. Parish Council matters.

13.1. Inspections :- Pavilion, Defibrillator. Councillor MacArthur had informed the Clerk that the Pavilion was in order other than a couple of issues regarding Beetley United Football club. The Clerk will contact them. He had also informed the Clerk that the defibrillator is in good working order.

14. Matters for next meeting (not for discussion). None raised.

15. To confirm the next meeting of Beetley Parish Council will be held on Thursday 4th June 2026 at 7.30 p.m. in Beetley and East Bilney Village Hall High House Road Beetley.

The meeting closed at 20.50

Signed as a true and accurate record.....



Date signed.....

4<sup>th</sup> June 2026.