

MINUTES OF THE PARISH COUNCIL MEETING HELD FOR BEETLEY & EAST BILNEY IN THE  
VILLAGE HALL ON THURSDAY 6<sup>th</sup> November 2025 AT 7.30 P.M.

**Present**

Councillor M. MacArthur. (Vice chair)  
Councillor P. Lawton.  
Councillor J. Billings.  
Councillor D. Howard.

1 member of the Public.

**In Attendance** A. Leigh. Clerk  
R. Wade RFO

**Vice Chairman M. MacArthur took the Chair.**

1. **To Consider apologies for absence.** Parish Councillor's R. Richmond, Minchin and L. Sarll. County Councillor Mark Kiddle-Morris, District Councillor Roger Atterwill. Councillor Lawton proposed and Councillor Billings seconded that the apologies are accepted. All were in agreement.
2. **To receive Declarations of Interest.** Councillor Billings item 6 type B.
3. **To sign as a correct record the minutes of the meeting held on Thursday 2nd October.** It was proposed by Councillor Lawton and seconded by Councillor Billings that the minutes were true and accurate, all were in agreement.
4. **Finance.**
  - 4.1. **Budgets as circulated.** It was proposed by Councillor Billings and seconded by Councillor Howard that the budgets as circulated were in order, all were in agreement.
  - 4.2. **Balances and cheques for authorisation as circulated.** Unity Bank £6.00, C.D. Grounds Services (September cut) £358.20, EON d/d £28.61, Wave d/d £25.21, Angela Leigh (Poppy Wreath reimbursement) £40.00, John Billings (Cable Ties play area) £3.99, Mid-Norfolk Conservation Volunteers (Beetley Common work) £175.00, NGF Play Ltd £866.12, Angela Leigh (payment for Community Car drivers) £86.80, Clerks salary (October) £518.58, RFO salary (October) £133.00, HMRC (October) £162.80. C.D. Grounds Services (October cut) £358.20, It was proposed by Councillor Howard and seconded by Councillor Lawton that these payments were correct. All were in agreement. The payments this month will be approved online by Councillor Billings and Councillor Lawton, Councillor MacArthur will assist Councillor Lawton. It was agreed by all that when the first approver has approved the payments an email be sent to all to confirm it has been dealt with.
  - 4.3. **2026/27 Budget.** The budget was discussed. It was proposed by Councillor Lawton, Seconded by Councillor Billings that the budget was acceptable. All were in agreement.
  - 4.4. **Parish Precept 2026/2027.** The RFO gave a report on the precept and it was proposed by Councillor Howard and seconded by Councillor Lawton that it be set at £29221.50 all were in agreement. The RFO will inform Breckland Council.
5. **Open Space. The Shrublands Gressenhall Road Beetley.** Mr Henry Isotta-Day gave a report on the play area at the Shrublands. The Parish Council discussed this and decided not to take on the management and maintenance of this site. The Clerk would send an email to Clayland Architects to confirm the decision.
6. **Beetley & District Pre-School new site.** A site meeting had been held to discuss were the Boundary fence would be allocated. 4 Councillors, the Clerk and the Parishioner whose garden backs onto it. The notes from the meeting would be forwarded by the Clerk to the N.C.C. representative, the Pre-School and St. Mary's School. County Councillor Mark Kiddle-Morris informed the Clerk that he would like to be involved in any further meetings. All Councillors agreed this would be acceptable but he should contact Chris Griggs the N.C.C. representative



who was dealing with the project. The Clerk will inform him of this decision.

**7. Reports from County and District Councillors. Public Participation.**

**7.1. To receive reports from County and District Councillors.** County Councillor Mark-Kiddle Morris had sent two reports to the Clerk; these had been circulated to all Councillors. There were no reports from the Breckland Councillors.

**7.2. Public comments.** A member of the public commented on the Pre-School new site and stated it was necessary for the Pre-School to have larger premises and if possible close to St. Mary's school.

**8. Matters for report.**

**8.1. Speed Watch.** No reports had been received.

**8.2. Planning training as received by Councillor Billings.** Councillor Billings reported that the Planning training he received was very beneficial.

**8.3. Breckland Council/Town & Parish Engagement sessions – Councillor Billings.**

Councillor Billings had circulated information to all Councillors which from the session he had attended.

**8.4. SNAP meeting 23/10/2025.** Councillor Richmond was unable to attend this meeting.

**9. Highways.**

**9.1. Clerk to give feedback on ongoing Highway problems.** The Clerk informed the meeting that the possible encroachment onto the Highway on Elmham Road was not deemed an issue by N.C.C. Highways. Councillor Billings who had reported this on behalf of a Parishioner would inform the Parishioner of this decision. The pot holes on High House Road which Councillor Lawton had reported are still outstanding. He will report them again.

**9.2. To note any new problems within the Parish.** None.

**9.3. To receive a report from all Councillors on the footpaths.** All Councillors who were present stated their footpaths were walkable.

**9.4. Bus shelter grant update.** The Clerk had no further update and the replacement bus shelter should be installed on 24<sup>th</sup> November as previously reported.

**9.5. Parish Partnership Scheme 2026/7.** It was agreed by all that there was no bid to be placed this year, the Clerk would inform Norfolk County Council.

**9.6. Reporting of Highways issues.** This was discussed and it was agreed that each Councillor would report any Highway issues they were aware of and inform the Clerk of the notification number. The Clerk would record this and it would be discussed at the monthly meetings. The reason for this was that the N.C.C. reporting system requires an exact location and to save time the Councillors would have this information to hand and the Clerk would not be involved in the initial reporting.

**10. Planning.**

**Applications.**

**10.1. PL/2025/1463/TRE Christfield, 11 Elmham Road Beetley.** Oak – Cut back large overhanging branches from 4 No. TPO Oak trees in Beetley Wood to Boundary-Branches looking as a risk of falling and damaging shed and annex roof. *FOR INFORMATION ONLY NO COMMENT.*

**10.2. PL/2025/1495/TRE 50a Elmham Road Beetley.** T1 – The reduction of the Oak in rear garden approaching on house, from 7m to leave a radius of not less than 5m. T2 – The reduction of the Oak limb over garage to leave a radius from 14m to not less than 11m. T3 – The crown raising of the Oak over drive to approximately 8m & reduce limb towards house from 10m to leave a radius of not less than 7m. *FOR INFORMATION ONLY NO COMMENT. NOW APPROVED.*

**10.3. PL/2025/1550/TRE 16a Fakenham Road Beetley.** T1Oak. 18 metres location: rear garden, right hand side behind shed. Action: Remove failed lateral branch, Reduce remaining canopy by up to 2.5m to suitable growth points Reason: several failed and hazard beam laterals from over extended branches. T2 Oak. 14 meters: Location: front garden, right hand side of driveway Action: remove stem closest to garage due to basal decay (see fruiting body) and heavy weight bias. reduce crown back by 2.5 over highway and crown raise to 5.2m for highway clearance. Clear around telecoms cable by 1m. *FOR INFORMATION ONLY NO COMMENT. NOW APPROVED.*

**10.4. PL/2025/1549/HOU 10 Wood Drive. Beetley.** Demolition of existing garage and erection of single storey extension to side and front, including internal alterations. **Councillor Billings gave a report on this and recommended that no objection be made. Councillor Lawton seconded**



this, all were in agreement. The Clerk would enter this onto the Breckland's planning portal.  
**Decisions made by Breckland Council**

**10.5. PL/2025/1237/OMAJ Land to the North East of Fakenham Road Beetley.** Outline planning application with all matters reserved except access for the erection of up to 16 dwellings, landscaping and all associated infrastructure. **REFUSED.**

**10.6. PL/2025/1269/FMIN The Old Farm Office 6 Highfields Meadow East Bilney.**  
**WITHDRAWN.**

**11. Beetley River Meadows.**

**11.1. Monthly play equipment inspections.** Councillor Sarll had passed the inspection sheet to the Clerk earlier in the week. There was one item which required action. The Lottery sign on the fencing was beyond repair. Behind the sign there was a piece of the metal fencing missing which would be exposed. The Clerk is to contact the welding company to obtain a quotation to have it repaired. The sign would not be replaced.

**11.2. RoSPA report update.** Councillor Billings had updated the outstanding work spread sheet. The only outstanding item was the Multiplay Junior Green Slide exit. Councillor Billings had purchased fibreglass filler to carry out the repair but the temperature needs to be warmer than at present. The instructions for use were not very clear but he would try to repair it.

**12. Parish Council Matters.**

**12.1. Inspections :- Pavilion : Defibrillator.** Councillor MacArthur informed the meeting that there was a water mark on the ceiling of the toilet. He had investigated it and confirmed the area was damp. He felt it was not coming from any pipework but from a leak in the roof. He would contact Luck Builders to investigate further and for a quotation for repair. The defibrillator was in good working order.

**12.2. Deputy for the monthly Defibrillator checks.** This was discussed and it was agreed that Councillor Lawton would be the deputy. Councillor MacArthur would give some training.

**12.3. East Bilney noticeboard update.** The treatment of the wood was still outstanding, Councillor MacArthur was waiting for better weather.

**12.4. To Confirm Councillor Howard to place agendas on Beetley Beech Road and East Bilney Noticeboards.** Councillor Howard had agreed to do this and had already cleaned the glass. The door on the right was stuck and Councillor Billings will investigate and hopefully get it to open.

**12.5. Remembrance poppy wreath.** The Clerk had passed the wreath to Councillor Richmond but as he was unwell Councillor Lawton offered to collect the wreath and attend the Church service on Sunday and lay the wreath on behalf of Beetley, Old Beetley and East Bilney.

**12.6. GOV.UK email address update – Gov.UK website address.** The current Parish Council Email address will migrate to the Gov.UK addresses during December/November.

**12.7. Beetley Common update.** The Clerk had received an email from the Norfolk Wildlife site Adviser concerning the work on Beetley Common. It was going well and 1 Slow Worm, 3 Common Toads, 1 Common Frog and 1 Common Newt had been observed within the work Area. The NEWs volunteer group had enjoyed working on the site and will be happy to do this one day a year which will complement the work being carried out under his direction by the Mid Norfolk Conservation Volunteers.

**12.8. Breckland Local Plan update.** Councillor Billings had produced a flyer which he had circulated to all Councillors concerning the consultation period which is now open and will close on 15<sup>th</sup> December. The Councillors agreed to have this displayed on East Bilney, Beech Road Beetley, Old Beetley and the Village Hall notice boards. It will also be on the website. The Local Plan will be discussed at the December meeting.

**13. Matters for next meeting (not for discussion).** Breckland Local Plan.

**14. To confirm the next meeting of Beetley Parish Council will be held on Thursday 4th December 2025 7.30 p.m. at Beetley and East Bilney Village Hall High House Road Beetley.**

The meeting closed at 21.24

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

*Robert Richmond.*

Date signed.....*4<sup>th</sup> Dec. 2025.*