

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting,

held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 1st July 2025 at 7.30pm.

Present were – Vice Chair Jenny Stafford, Councillors (Cllr) Ian Chapman, Cheryl Grace, Tim Gurr, Mike Ingram, Richard Morton, Roz Simpson, Ian White and Clerk - Sonya Dickinson.

25/94. Welcome and Apologies: Apologies were received from Chair David Robinson.

25/95. Declarations of interest: None.

25/96. Public Forum including reports from District and County Councillors:

(15 minutes allocated for public participation with a maximum of 3 minutes each).

We were joined by 2 members of the Public and District Councillor Jess Royal.

District Councillor Jess Royal – Jess sent a report to the Council:

Ref Clarkson/Spencer Road Barber shop, I have been back and forth with the planning enforcement team at Broadland District Council. They have been informed they need to apply for retrospective planning permission but this has not been sent in yet.

Public – They have advertised on Facebook that they are opening soon.

The Oak Tree on Chapel Road/Pack Lane was too close to a property to get a tree preservation order on it and has now been felled.

The School Road application with proposed annex has been re-submitted as a different application.

I am working with Lingwood Community Gardeners Group to secure some of the Community Award grant.

Clamps Orchard – The Broadland Environmental Reserve has been allocated to land already. There might be a chance for Green Infrastructure Funding. The land should be registered as a Community Value asset. They should then give the Parish Council 1st refusal to purchase. Any woodland etc. can be listed.

Councillor – It is already on the Neighbourhood Plan as an important green space for the Community. How would we register as Community Value asset?

Clerk to research and ask the Planning Dept. it would be good to register Burlingham Green's green which is currently rented from Norfolk County Council.

25/97. Minutes of the Meeting 3rd June 2025:

Were signed as a true record.

It was noted that the agenda said Tuesday 6th June 2025 in error.

25/98. Any updates from previous meetings:

VC J. Stafford - Defibrillators – Is the one at the Spar sorted now?

Clerk – It is up and running and the cabinet has been cleaned out. I ordered the bits and pieced needed to improve it as agreed but they haven't arrived yet. Perhaps they are waiting for payment first as it is a charity. I will ask if this is the case and if so pay it.

VC J. Stafford – Heart 2 Heart are looking at the Village Hall defibrillator and has said it would need refurbishment or replacement. Could the Parish Council consider taking it on?

Clerk – The Village Hall would have more chance getting a grant than the Parish Council as they are a Charity.

If the Parish Council takes on the maintenance, spare pads would need to be purchased for each time it is used. The battery lasts for 5 years. The Parish Council could help with grant applications but the Village Hall would have to apply.

Councillor – We could consider match funding any grant they receive.

There is no news on the proposed Station one.

VC J. Stafford – Barber Shop – Enforcement dept. is waiting for the next stage of the proceedings, i.e. planning application. The shop has an open day this weekend.

Contact Network Rail again about clearing their side to the Chapel Road to Station Road footpath and the rubbish on the Station approach alongside Granary Close.

Electric Vehicle Charging Points – Are people parking over the disabled access path? We should keep an eye out to see if other measures need to be put in place.

25/99. Correspondence:

VC J. Stafford – Did anyone think that the report I did about the cluster meeting was of interest? Some of the cluster went to IT training and it was said the Parish Council e-mail address would not be compliant with the new rules.

Clerk – I checked with the provider, NALC, and they said the Gov.uk one is compliant.

VC J. Stafford – Cllr M. Ingram and I attended the Village Hall meeting, it was a useful meeting and they are working hard with few committee members. They have started using the Community Payback workforce again, with extra security measures. They come every other Wednesday, the Parish Council could perhaps have every other Tuesday if there is enough work?

There was a letter from the planning applicant. Whilst the Parish Council sympathises, it cannot make a decision on emotion, purely from a planning perspective.

25/100. Planning:

a) 2025/1744: Hybrid planning application comprising i) full planning permission for construction of single storey building comprising 1no. self-build dwelling and builders store for use by occupants of New House

ii) outline planning permission for new self-build/custom build dwelling following demolition of existing outbuildings on Site. Provision of car and bicycle parking and associated hard and soft landscaping.

Location: Adjacent New House School Road Lingwood Norfolk.

This is now a tandem plot outside of the planning boundary. When the annex was originally applied for, Highways stipulated that there should not be any more cars but there is extra parking for 2 per plot. This is not a wide drive and the entrance/exit is close to the Station Road junction. They are using policy section 7.5 but there are other places in the village which would be more appropriate.

The rooms are vast even for disabled wheelchair users. Layout is more important than size and this is a bad layout for a wheelchair user.

Decision: Unanimously object on the grounds that it is; outside of the planning boundary and overdevelopment of the site. There will also be significant vehicle access issues due to the extra vehicles for any extra property.

25/101. Buckenham Woods:

Cllr I. White – There is a meeting next week. VC J. Stafford will also attend.

25/102. Clamps Orchard, Burlingham Green:

Norfolk County Council are selling the site.

The Clerk has been put in touch with the person in charge of the sale and they will get back to her when they have had it valued.

The Clerk is to reiterate the query and copy in the head of property as well as anyone else in the department to make sure the Parish Council is not forgotten.

Clerk is to look into the Community Benefit scheme.

N.B. Chair D Robinson looked into National Highways Social Value Fund, but the Parish Council needs to know how much would be needed.

25/103. Millennium Green:

Security –

Clerk - Broadland will be installing bollards on their piece of land at the end of St Andrews, within 2 weeks.

The gate post hinge has been sorted by a kind resident and Cllr White has secured the gate hinge bolts.

It would be good to keep the chain on the hinge side as an extra deterrent.

The chain has to be given back but Cllr Morton might have a similar chain.

Inclusive Play –

The quote that separated the equipment, surfacing and other items, so it was hard to work out how much it would cost for a singular piece of equipment to be installed, is still to respond.

The 3rd company has still to do a site visit to quote.

25/104. Policies:

The Armed Forces Covenant Pledge 2025-2027 was agreed and signed.

The new IT Policy to be forwarded to Councillors for agreement.

25/105. Highways:

Heater Lane and the pull in bays' pot holes were resurfaced but the field entrances, that were requested to also be resurfaced, were not done. The Clerk will ask Highways again.

The Parish Council could ask Rob Norman at Galliford Try if they would do it, as the extra traffic on this narrow lane is due to the A47 work being done.

There are now pot holes all the way along Blofield Road, Lingwood and Lingwood Road, Blofield.

Highways England were at the Norfolk Show and said they would be black topping the A47 in July.

25/106. Finance:

a) Authority to pay was given to and will be paid by bank transfer unless otherwise stated:

i) HMRC June Tax £0.80 N.I. £83.95 = £84.75 (Chq 2623).

ii) EAS Grass cutting of the Millennium Green. £200.10 + Vat £40.02 = £240.12

iii) Clerk's Expenses for April/May/June. £228.79 (Chq 2621).

iv) Repayment to S. Dickinson for locks for Allotments and MUGA light box. £26.60 + VAT £5.35 = £31.95 (Chq 2622).

Plus any invoices/payments received before the meeting.

i) Uk Power Networks paid £15 for the telegraph pole on the cemetery to 2030.

ii) K. Monsey - cemetery grass cutting invoice £320

b) Retrospective Payments:

i) Lingwood Village Hall towards entertainment at the Village Fete £250 (Trf 6/6/25).

c) To agree bank statements with bank reconciliation for June Accounts.

CASH AT BANK AS AT 1ST APRIL 2025		71,343.10
ADD RECEIPTS to end of June (inc. Cemetery)		20,691.80
LESS EXPENSES to end of June		- 10,905.84
CASH AT BANK AS AT 30th June 2025		81,129.06

The Council noted that the Cemetery account is solely for the running of the Cemetery.

There being no further business the meeting closed at 20.40
Next meeting of the Parish Council is on 9th September 2025 at 7.30pm.
There is no planned August Meeting but a planning meeting may be called.