

LINGWOOD & BURLINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting,

**held at the Lingwood Village Hall Meeting Room, Station Road, Lingwood,
on Tuesday 9th September 2025 at 7.30pm.**

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

25/115. Welcome and Apologies:

Apologies were received from Mike Ingram and Ian White

25/116. Declarations of interest:

None.

25/117. 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 8 members of the Public and District Councillor (DC) Jess Royal.

District Councillor Jess Royal – Broadland Community sustainability fund are accepting applications from Community Groups for the natural environment.

I still have £700 left of my Ward member grant for Community groups to apply for.

There is still no decision from Broadland Planning Dept. ref the barber shop application. It will go to Committee if the planning officer approves it. I will let the Parish Council know if I find out anything more.

Public – We are here for the Planning application on the Barn at the back of Weavers Barn on Buckenham Road. The last amended application for variation of conditions was sent in error and there should be a new application for decision.

Clerk – There has been no new planning application received from Broadland yet.

Public – Low level lighting needs to be installed from the Station to Station Road.

Chair – The Council can ask Network Rail if they can provide low level lighting.

25/118. Minutes of the Meeting 6th August 2025:

Were signed as a true record.

25/119. Any updates from previous meetings:

Planning - Piglets Lodge Application was approved with conditions.

25/120. Correspondence:

Clerk - The Millennium Green; it was reported there were foundation spikes exposed on the slide mound. Temporary fencing was put around the area affected and quotes have been sought for new surfacing. A couple of the companies contacted said they would only do the surfacing while carrying out other installations or maintenance and the other companies contacted did not respond at all. Soil can be used to build up the erosion and rubber safety surfacing can be put over to help stop erosion. All items have been purchased, I will need some help carrying out the work.

Decision: Arrange a work party of Councillors via WhatsApp.

25/121. Buckenham Ancient Woodland Trust (BAWT):

Cllr J Stafford – I attended the meeting with Strumpshaw Parish Council and BAWT. The meeting was to see if we are all on the same page. Strumpshaw PC are keen for their part of the wood to be used for amenity purposes, BAWT wants to keep their part as a nice woodland area.

The Strumpshaw section is where everyone uses the most, with children making their own rope swings etc. Inspections are needed to keep it safe.

BAWT management strategy would like to keep everyone involved. They have a grant for infrastructure projects this year and the mast income and barn dance will cover annual costs this year. Some of the Reading Room money was originally pledged to purchase the land and it gave them security to go ahead knowing there would be funds available, but they managed to purchase it with donations and grants. They will need to go to the Reading Room Trustees directly with a plan if they wish for a grant for future projects.

I asked if BAWT would purchase Clamps Orchard as they have the funds and the expertise. They are not interested in adding to the portfolio.

Strumpshaw Parish Council would like Lingwood Parish Council to pay BADCOG for maintaining a piece of land on the Strumpshaw/Lingwood boundary.

The strip of land next to the Poor Land allotments adjacent to the woods is said to belong to Lingwood Parish Council but it was said to be registered by the Poor Land trustees.

The Clerk is to check through the Poor Land paperwork to find out for definite.

25/122. Clamps Orchard – Burlingham Green:

To discuss the purchase of the amenity land, currently rented from Norfolk County Council by Burlingham Cottage Gardeners and registered as important amenity land on the Neighbourhood Plan.

Norfolk County Council (NCC) will not sell the piece of land directly to the Parish Council without a professional valuation that they say will cost £2,500. Burlingham Cottage Gardeners have sourced a Registered Chartered Surveyor and has booked a valuation on 22nd September for £350 + VAT.

NCC would rather go to auction as this proves they tried for best value for money but would sell prior to auction if it is valued and a fee of £2,500 is paid on top. NCC say they get £18,000 per acre on these small pieces of land. This land is half an acre. They might well get this for a clear flat parcel of land but this is not. They have said the PC can put in an offer. The Parish Council would benefit from a valuation even if it goes to auction as the PC needs to prove it got good value for money and should set a limit of how high it should bid to if it goes to auction.

The PC has applied for the land to be registered as an asset of Community value.

Cllr R Morton – The piece of land is an important piece of amenity land that has been rented by Burlingham Cottage Gardeners for years to provide amenity land at Burlingham Green. The trees at the back are rare trees.

Burlingham Cottage Gardeners will pay for the valuation if the PC does not wish to as they are keen for the piece of land to be purchased by the PC for a reasonable price prior to auction and not an inflated 'hope value price' because it will be marketed with an uplift so people will think they might get planning in years to come. People also get carried away at auction and will outbid the reasonable price the PC is willing to pay.

25/123. Millennium Green:

Inclusive play roundabout quotes – Quotes were sought earlier in the year for inclusive play to add to the basket swing we already have. From the initial quotes, a decision was made that only one piece of equipment could be afforded so quotes were scaled down to just the roundabout. The quotes that have come in so far for just the roundabout ranged from £15,000 to £19,000.

Decision: It was decided to shelve installing a roundabout for now and concentrate on improving and maintaining what is already at the Millennium Green.

Emergency surfacing to the mound slide quotes. Discussed in correspondence.

25/124. Highways & Footpaths:

Dell Corner Lane, just past Burlingham House, the culverts are filled again and there is flooding across the road.

The Community Payback Workforce should be asked for a regular slot again to tackle the footpaths etc.

A47 – The White House Junction will be closed from 12th September. One.net has the times. The tarmac crew are there until Christmas.

25/125. Finance:

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

- i) K. Monsey Cemetery Grass August £380. The invoice came in at £160. No VAT
 - ii) HMRC – National insurance contributions August £93.44 Tax £12.80 = £106.24 (Chq 2625).
 - iii) The Play Inspection Co. £216.60 The invoice did not come in as the inspection is delayed until 22nd September.
 - iv) PSD Electrical Services Ltd. replacing the defibrillator cabinet at the SPAR shop. £184 No VAT.
 - v) Clerk S G Dickinson – Repayment of items purchased for emergency park safety repairs. £105.63 (Chq 2626).
- Plus, any invoices/payments received before the meeting.
- i) Viking Stationery – £94.53 Net + VAT £18.91 = £113.44

b) Retrospective Payments made for authorisation:

- i) Wave Anglian Water Allotment water 4/5/25 to 4/8/25 £592.10 no VAT. (Trf 10/8/25)
This invoice is exceptionally high. Allotment holders must be using hose pipes and sprinklers and leaving them on to be using this volume. The tenancy agreement states that hose pipes should not be used without supervision.

Decision: The Clerk is to work out the usual spend vs this one, considering the price increases per unit and charge the allotment holders for exceptional use.

- ii) British Gas Multi use games area (MUGA) and Electric Vehicle charging points (EVCP's) £74.79 + 5% VAT £3.74 = £78.53 (Trf 10/8/25).

c) To agree bank statements with bank reconciliation.

CASH AT BANK AS AT 1ST APRIL 2025	71,343.10
ADD RECEIPTS to end of August (inc. Cemetery 1683.78)	21,380.27
LESS EXPENSES to end of August (Inc. Cemetery 1650)	- 15,556.27
CASH AT BANK AS AT 31st August 2025	77,167.10

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

d) Budget and actual spend comparison to end of August.
There were no questions from Councillors.

e) Clerk annual salary increase 2025 -2026 in line with NALC contract. NALC informed the Council that as per the Clerk's model contract an increase of 3.2% was granted to be back paid to 1st April 2025. This is an increase of 56 pence and hour.

f) To decide the Allotment rent for next year, 1st October 2026-27.

Decision: It was resolved that due to the water price per unit increase, the rent should increase by £2 p.a. and the rent for the year from October 2026 to 2027 will be: £42 per full sized allotment and £21 per half sized allotment.

A large apple tree bough has fallen from a tree and landed on the boundary hedge to 2 properties. (Picture shown at the meeting)

The quote received so far was for £200 for removal from the hedge and gardens of the 2 properties and the allotment site. This is a reasonable and fair quote for the work that would need to be carried out.

Decision: It was resolved to accept the quote of £200 and get the work done as soon as possible.

g) To decide Cemetery fees April 2026 to April 2027.
It was decided to move this to the next meeting.

There being no further business the meeting closed at 21.19
Next meeting of the Parish Council is on 7th October 2025 at 7.30pm.