

# BARNHAM BROOM PARISH COUNCIL

<https://barnhambroompc.wixsite.com/home>

Councillors are summoned to attend a meeting of Barnham Broom Parish Council on **Thursday 19<sup>th</sup> March 2026 at 7.30pm** in **Barnham Broom Village Hall, Norwich Road, Barnham Broom, Norfolk, NR9 4BU**, for the purpose of transacting the business on the agenda below.

Members of the public & press are welcome to attend.

*L Cracknell*

**Lolly Cracknell, Parish Clerk & RFO Clerk**  
[clerk.barnhambroompc@gmail.com](mailto:clerk.barnhambroompc@gmail.com)

**Date of issue:** 14/03/2026

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## Agenda

### 1. Attendance / Apologies

1.1. To note attendance

1.2. To receive apologies & consider acceptance for absence

### 2. Declarations of interest / Dispensations

2.1. To receive declarations of interest

2.2. To consider requests for dispensation

### 3. Public participation

To receive questions or comments from members of the public on matters on the agenda

### 4. Reports

4.1. Norfolk County Councillor Margaret Dewsbury

4.2. District Councillor Richard Elliot

### 5. Minutes

5.1. To consider and approve the minutes of the meeting held on 19<sup>th</sup> February 2026.

### 6. Updates on previous matters

To receive reports on the progress of items not elsewhere on the agenda from previous meetings and consider any further actions

6.1. To receive an update on the Gov.uk email and website implementation.

6.2. To receive an update on the Emergency Plan documents, to consider using the NALC template document and implementing a working group to collate and create.

### 7. Finance

7.1. To receive bank reconciliation.

7.2. To consider and approve the payments and receipts as presented at the meeting.

Company	Description	Net	Vat	Gross
RLS Computers	Gov.uk domain, website, migration and emails	£475.00	£95.00	£570.00
Staff Costs	Month 11 payroll & Clerks expenses	£300.06	£0.00	£300.06
Norfolk Parish Training & Support	Annual Subscription	£175.94	£35.19	£211.13
Viking Stationary	Paper, Stamps	£33.83	£5.38	£39.21
<b>INCOME</b>				

Email: [clerk.barnhambroompc@gmail.com](mailto:clerk.barnhambroompc@gmail.com)

Phone: 07593 957953

Transfer	Transfer from NDP Group	£1564.39	£0.00	£1564.39
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- 7.3. To consider the current 25/26 budget expenditure report.
- 7.4. To receive the letter of engagement from the Internal Auditor.
- 7.5. To consider the quote from Westcotec to repair the SAM2 device. The coin cell was replaced £7.50 + VAT, and we it is advised to replaced 100mm Slow Down as 3 LEDS are out, that is cost £111.00 +VAT. The total cost with the assessment will be £163.50 +VAT.

## 8. Planning

### 8.1. To consider consultee responses to applications received from South Norfolk Council prior to the meeting date.

8.1.1. 2025/3441, Proposal: Outline planning permission for the erection of 1 self-build dwelling. Location: 21 The Grove Spur Road Barnham Broom Norfolk NR9 4BS. Applicant: Mr Thompson. Application Type: Outline Planning Permission. The above proposal has now been amended copies of the amended plan(s)/additional information can be view online at <https://info.southnorfolkandbroadland.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T504F6OQJ9D00> Amended application forms and description to seek to vary conditions 2 (plans and documents), 4 (landscaping scheme), 5 (drainage strategy) and 13 (tree protection measures). Drainage details, revised tree protection report and landscaping schedule submitted. Includes cover letter clearly setting out changes proposed.

If you have any further comments to make please let me know either by writing, emailing your views to [planning@southnorfolkandbroadland.gov.uk](mailto:planning@southnorfolkandbroadland.gov.uk) or comment online at [www.southnorfolkandbroadland.gov.uk](http://www.southnorfolkandbroadland.gov.uk) before 2 April 2026.

### 8.2. To receive notification of decisions taken by South Norfolk Council.

8.2.1. None received prior to Agenda being published.

## 9. Neighbourhood Plan

- 9.1. To receive the Neighbourhood Plan proposal document from Rachel Leggett Consultants.
- 9.2. To consider and approve the Neighbourhood Plan Agreement with Rachel Leggett & Associates, to include support to Develop evidence base, draft the NDP, submission, examination, referendum and adoption of the plan.
- 9.3. To receive an update from the Neighbourhood Plan Steering Group.

## 10. Administration

- 10.1. To receive an update from the A47/Thickthorn Norwich Western Link meeting, Cllr J Cowan.
- 10.2. To agree the website theme and colour.
- 10.3. To consider and approve the Standing Orders.
- 10.4. To consider writing to MP George Freeman, to address measures of financial support to people living in rural communities, relating to the increased price of Domestic Heating Oil and Liquid Pressurised Gas (LPG).
- 10.5. To consider the Newsletter insert.

## 11. Highways

- 11.1. To receive any highways reports.

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## **12. Correspondence**

- 12.1.** To receive March report from District Councillor Margaret Dewsbury.
- 12.2.** To receive email from Galliford Try Infrastructure, regarding public open day regarding A47 North Tuddenham to Easton site compound, 10<sup>th</sup> March 2026.
- 12.3.** To receive email from Pride & Place Team at South Norfolk Council regarding The In Bloom Fund. 50% match funding with £1 per resident. To support projects that improve visual appeal, promote wildlife. Deadline for applications 19<sup>th</sup> April 2026.
- 12.4.** To note email from Pride in Place SNC meeting notes from 10<sup>th</sup> February 2026 meeting. The next forum will take place 14<sup>th</sup> April via teams, councillors welcome to attend.

## **13. Next meeting dates**

- 13.1.** Thursday 16<sup>th</sup> April 2026,
- 13.2.** Thursday 21<sup>st</sup> May 2026 6:30pm Annual Parish Assembly followed by 7:30pm Annual Parish Council Meeting.

## **14. Agenda items for the Next Meeting**