



# Blofield Parish Council

Chair – Stuart Smith Clerks to the Council – Sarah Osbaldeston and Eleanor Bannister  
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You are invited to a Meeting of the Parish Council on Monday 18<sup>th</sup> May 2026 at 7:30pm at Blofield Courthouse for the purpose of transacting the following business.

## Agenda

1. Welcome and introduction to the meeting by the Chair
2. To consider apologies for absence
3. To receive Declarations of Interest and requests for dispensation on items on the agenda
4. Open Forum – for parishioners to raise questions on and/or make statements about matters on the agenda and to receive a report from the District Councillor and County Councillor
5. To approve the Minutes of the Parish Council Meeting held on 20<sup>th</sup> April 2026
6. To report on matters arising from the Minutes not on the Agenda: *For information only*

### 7. PLANNING

Application: 2026/0834

Proposal: Erection of two storey cafe with external seating, 3 polytunnels, and redesign of warehouse, service yard & revised car parking (extant permission 20222050)

Location: Norwich Camping and Leisure, 58 Yarmouth Road, Blofield, NR13 4LQ

Application: 2026/1159

Proposal: Erection of a single-storey detached garage, with solar panels, to the front of the dwelling.

Location: Bayridge, Brundall Road, Blofield, NR13 4LB

Application: 2026/1029

Proposal: 2-bedroom self-built bungalow on the existing side garden of no.2 and new vehicle crossover to no.2

Location: 2 Skedge Way, Blofield, NR13 4RY

Application: BD0806 tree preservation order

The Broadland District Council Blofield Tree Preservation Order 2026 No. BD0806

Tree(s) at : Land Between Cremers Meadow And Marty's Marsh, Brundall Road, Blofield  
Easting : 633314 Northing : 308720

Application: 2026/1151

Proposal: T1- Oak- Remove significant Deadwood. Raise crown on the Western aspect in order to create a clearance height of 2m (minimum) from the adjacent building.

Location: Margaret Harker Hall, Yarmouth Road, Blofield, NR13 4LE

8. To consider feedback on any planning applications received subsequent to the publication of this agenda (PC-B)

### PROJECTS

9. To receive an update on the discharge of condition 12 from the first hub planning application (EB)

10. To review **Community Hub Project** updates and progress reports and agree necessary actions
  - a. Design Team Meetings
  - b. Programme / Timings & Risk Register
  - c. Funding Application
  - d. Cost Forecasts / Budget
  - e. Additional Costs / Finances
  - f. Planning Application 2026/0809
  - g. Tender
  - h. Preschool
  - i. Site Security and H&S
  - j. Community Engagement
  - k. Play Park and Grounds
  - l. Kitchens
  - m. Insurance
  - n. Other
  
11. To receive an update on the Farman Field play trim trail installation, and agree any actions (WC/EB)

### **FINANCE & GOVERNANCE**

12. To approve invoices for payment, note council funds and review internal monthly checks (SO/SD)
13. To consider a small funding request from the charity 'Playing for Cake' (EB)
14. To consider a small funding request from Blofield Church for their September Heritage Weekend (EB)
15. To approve annual donations of £250 to BADCOG for Howes Meadow maintenance (SO)
16. To agree the insurance costs from June 2026 (SO)
17. To note the Internal Auditor's report and recommendations, agree any necessary actions and appoint Sue Lake as auditor for 2026/27 (SO)
18. To review the Council's current reserves position (SO)
19. To approve Blofield Parish Council Annual Financial Report 2025/26 (SO)
20. To approve the 2025-26 Annual Governance Statement (SO)
21. To approve the 2025-26 Statement of Accounts (SO)
22. To consider a S106 allocation request from the planning department (EB)
23. To consider an advert for maintenance support (EB/SD)

### **OTHER MATTERS**

24. To receive an update on the planned footpath work for FP4, FP2 and Marty's Marsh and agree next actions (EB)
25. To receive an update on Marty's Marsh and the recent working party and agree any necessary actions (YB)
26. To receive an update on the bus shelter repairs and agree any necessary actions (SD)
27. To receive an update on NCC Highways matters and consider any actions (EB/SD)
28. To note a meeting with a parishioner regarding the forest school site at Blofield Park (SD)
29. To receive an update on the allotment site car park and Galliford Try works (EB)
30. To receive an update on Blofield Churchyard wall repairs and agree any necessary actions (EB)
31. To receive an update from the Heathlands Management Committee meeting (YB)
32. To note the dissolution clause and Margaret Harker Hall Annual report (SD)
33. To receive an update from the recent Local Authority Cluster Meeting (JS)
34. To receive the clerk's report and correspondence (SO/EB)
35. Items for the next agenda (SJS/SD)
36. To confirm the date of the next Parish Council meeting – Monday 15<sup>th</sup> June 2026 at 7:30pm at Blofield Courthouse
  
37. To resolve to pass a formal resolution (under the public bodies and admission to meetings act 1960) to exclude the press and the public for the remaining agenda items (SD)

**38.** To discuss commercially sensitive matters relating to the community hub and appointment of contractors (SO/EB)

*Sarah Osbaldeston* Parish Clerk 12 May 2026

Under regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify the clerk prior to the start of the meeting. The Council has a policy available on request.