



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 Thursday 11th September 2025 at 7:00pm at Blofield Courthouse for the purpose of transacting the following business.

Agenda

1. Welcome and introduction to the meeting by the Vice-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 21st July 2025
6. To report on matters arising from the Minutes not on the Agenda: *For information only*

7. PLANNING

Application: 2025/2278

Proposal: Single Storey Extension & raised patio

Location: Gale House, Bullacebush Lane, Blofield, NR13 4SG

Application: 2025/2354

Proposal: Single storey rear extension

Location: Plow Cottage, Ranworth Road, Blofield, NR13 4PJ

Application: 2025/0779

Proposal: demolition of barn and erection of a self-build, eco-friendly dwelling & associated works - amendments

Location: Beatrice House, Garden Road, Blofield, NR13 4JL

Application: 2025/1423

Proposal: variation of condition 2 - alter design of the carport of consented permission

Location: Aldersbrook, Woodbastwick Road, Blofield, NR13 4QH

Application: 2025/2488

Proposal: Erection of self-build bungalow

Location: 2 Skedge Way, Blofield, Norfolk, NR13 4RY

8. To consider feedback on any planning applications received subsequent to the publication of this agenda and note any planning updates (including 2020/0077)

PROJECTS

9. To receive an update from our solicitors / NCC Children's Services regarding the Blofield Park land transfer to the Parish Council and agree any necessary actions (EB)
10. To receive an update on the fencing installation for the forest school area and receive an update on the cost of fencing/gates and play fencing at the entrance to Blofield Park and discuss funding (EB/SO)

11. To receive an update on the new Blofield Park Hub entrance creation, consider mesh and agree any necessary actions (SD)
12. To receive an update from the Royal Voluntary Service correspondence (EB)
13. To receive an update on the Blofield Park Greater Norwich Growth Board application and agree next actions (SD/EB)
14. To receive an update from the meeting with the Preschool to review responsibilities and rental rates and agree next actions (SD)
15. To discuss a quotation for the Agreement for Lease and Lease between the Preschool and Parish Council (EB)

FINANCE & GOVERNANCE

16. To approve invoices for payment, note council funds and review internal monthly checks (SO/SD)
17. To receive a report from the meeting with the VAT consultant, providing advice to the Parish Council regarding VAT on the Blofield Park Community Hub project and agree next actions (SO/EB)
18. To consider any Parish Partnership Scheme funding bids for 2026/27 (SD)
19. To agree revision to the grants policy (EB)
20. To discuss IT cloud to cloud back up (EB/SO)
21. To receive an update on insurance for the Blofield Park site (SO)
22. To receive an update on the National Lottery application process and consider next actions (EB)

CORRESPONDENCE

23. To receive an update following the quarterly allotment inspection (EB/SD)
24. To note Courthouse Management Committee recent meeting minutes, council queries and agree next actions (EB/SO)
25. To receive an update regarding the Solicitor's Room repairs and agree next actions (EB)
26. To discuss the BDC offer on ROSPA reports (EB)
27. To note update from the A47 National Highways / Galliford Try meeting (WC)
28. To note parishioners concerns regarding the recent road closures and agree any necessary actions (SD)
29. To approve replacement of a dog waste bin on Yarmouth Road (SO)
30. To agree and plan an opening event for the new Blofield Park Playground (SD)
31. To receive an update on Marty's Marsh, discuss pollution, Halloween trail and agree any necessary actions (YB)
32. To discuss FP4 bramble clearance and agree next actions (YB/EB)
33. To receive an update from the Heathlands Management Committee meeting (YB)
34. To receive an update from the Margaret Harker Hall Management Committee meeting (SD)
35. To consider enclosures for the Armed Forces Covenant (SD)
36. To receive the clerk's report and correspondence (SO)
37. Items for the next agenda (SD)
38. To confirm the date of the next meeting of the Parish Council – Monday 13th October 2025 at 7:30pm at Blofield Courthouse
39. 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 (SJS)

40. To receive an update on the tender process for RIBA Stages 3-6, review shortlisted companies and agree next actions (SD/EB)

Sarah Osbaldeston Parish Clerk 4th September 2025

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.