



# Blofield Parish Council

Chair – Stuart Smith Clerks to the Council – Sarah Osbaldeston and Eleanor Bannister  
Blofield Parish Council, The Lodge, 48 Panxworth Road, South Walsham, Norwich  
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You are invited to a Meeting of the Parish Council on Monday 9<sup>th</sup> October 2023 at 7.30pm at Blofield Courthouse for the purpose of transacting the following business.

## Agenda

1. Welcome and Introduction to the meeting by Chair
  2. To consider apologies for absence
  3. To receive Declarations of Interest and requests for dispensation on items on the Agenda
  4. To formally grant dispensation to Mary Moxon to attend the parish council meetings online (SJS)
  5. 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
  6. To approve the Minutes of the Parish Council meeting held on 11<sup>th</sup> September 2023
  7. To report on matters arising from the Minutes not on the Agenda: *for information only*
  8. **PLANNING**
    - 8.1. Application: 2023/2876  
Proposal: Construction of a detached garage with workshop, new entrance gates  
Location: Willow Farm, Field Lane, Blofield, NR13 4RP
    - 8.2. Application: 2023/2001  
Proposal: TPO tree works on an oak  
Location: Sawley Villa, Blofield Corner Road, Blofield, Norfolk, NR13 4NB
    - 8.3. Application: 2023/2635 (2023/1269)  
Proposal: Change of use centre section of site (that has permission for vehicle storage and sales under reference 2023/1269) to allow placement of containers for the purpose of renting for storage.  
Location: Atlantic Trading Ltd, Sparrow Hall Farm, Yarmouth Road, Blofield, Norfolk
  9. To consider feedback on any planning applications received subsequent to the publication of this agenda (EB)
  10. To receive an update on outstanding planning matters including 2023/0650 and agree any necessary actions (MM)
  11. To receive an update on the Hall Road/Woodbastwick Road footpath extension (EB)
  12. To receive an update on the Dawsons Way planning appeal and agree next actions (MM)
  13. To receive an update on the Bennetts Site drainage system and agree any necessary actions (MM/YB)
- PROJECTS**
14. To authorise signing of the Designated Funds National Highways contract for the receipt of grant funding of £370,000 towards 3 playgrounds in the parish and approve placing the order for the playgrounds (EB)

15. To receive an update on the feasibility study, community survey, note the drop-in information session and agree next actions (EB)
16. To receive an update on the planning consultant work and agree next actions / surveys etc (SD/EB)
17. To consider the appointment of an architect for the community project for stage 1 (EB/SD)
18. To receive an update on the bridge project and agree next actions (EB)
19. To receive an update on the Culvert eel amendments (EB)
20. To review churchyard wall quotations and essential guidance for the churchyard wall area and agree next actions (EB)

## **FINANCE & GOVERNANCE**

21. To approve invoices for payment, note council funds and review internal monthly checks (SO/SD)
22. To approve delegated powers to the Clerk to allow 'internal transfers' between Barclays bank accounts (SO)
23. To note receipt of the PKF Littlejohn 2022/23 annual accounts closure letter (SO)
24. To consider obtaining quotations for the grass / verge maintenance within the parish (SO)
25. To obtain quotations for all areas of grounds maintenance for 2024/25 (SO)
26. To approve a £100 donation to the Royal British Legion for a wreath (SO)
27. To consider a quotation for Town Pit maintenance (EB)
28. To approve working party terms of reference for the community project (SO)

## **CORRESPONDENCE**

29. To receive a quarterly allotments update following the working party meeting and agree any necessary actions (EB/SD)
30. To receive an update from Galliford Try, review Cadent Heads of Terms and confirmation of the draft A47 required legal documentation for the allotments and agree next actions (EB)
31. To review quotations for pest control for the allotments for the following year (EB/SO)
32. To consider supporting the Blofield Church Churchyard Guidelines (EB)
33. To approve turning off the facebook messaging system (SJS)
34. To receive an update from the Acle Police priorities meeting (YB)
35. To consider ongoing maintenance for Wyngates area 3 (EB)
36. To receive an update on Martys Marsh and agree any necessary actions (YB)
37. To reconsider taking part in the Ordinary water course review and flood awareness/preparedness project and agree next actions (MM/YB/EB)
38. To receive an update on the Margaret Harker Hall management committee and agree next actions (SD)
39. To discuss and approve a road name change (SJS)
40. To receive an update on the Judges room cracks and agree any necessary actions (EB)
41. To consider any comments on the public space protection order consultation (SJS)
42. To receive an update from the Town and Parish Forum (MM)



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43. To agree attendance at the next Local Authority Cluster meeting (SJS)
44. To receive the Clerk's Report & Correspondence (SO)
45. Items for next agenda (SJS)
46. To confirm the date of the next Parish Council Meeting – Monday 6<sup>th</sup> November 2023 at 7:30pm at Blofield Courthouse

*Sarah Osbaldeston* Parish Clerk 3 October 2023

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.