



# 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  
NR13 6DX Tel: 01603 270819 [clerk@blofield-pc.gov.uk](mailto:clerk@blofield-pc.gov.uk) [finance@blofield-pc.gov.uk](mailto:finance@blofield-pc.gov.uk)



You are invited to a Meeting of the Parish Council on Monday 21<sup>st</sup> July 2025 at 7:30pm 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 Annual Parish Council Minutes of the Parish Council Meeting held on 22<sup>nd</sup> May 2025
6. To approve the Minutes of the Parish Council Meeting held on 23<sup>rd</sup> June 2025
7. To report on matters arising from the Minutes not on the Agenda: *For information only*

### 8. PLANNING

Application: 2025/1940

Proposal: T1 Ash – reduce branch ends of southern aspect of crown by 1.5-2m, T2 Acer – To crown lift to 5m clearance to the adjacent outbuilding

Location: Fir Tree House, 86 Mill Road Blofield, NR13 4QS

Application: 2025/2031

Proposal: Proposed single storey rear/side extension

Location: 18 Newstead Gardens, Blofield, NR13 4FN

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

### PROJECTS

10. To receive an update from our solicitors / NCC Children's Services regarding the Blofield Park land transfer to the Parish Council, approve the UKPN Lease and agree any necessary actions (EB)
11. To receive an update on the fencing installation for the forest school area and receive an update on the cost of fencing/gates at the entrance to Blofield Park (EB)
12. To receive an update on the tender process for RIBA Stages 3-6, review shortlisted companies and agree next actions (SD/EB)
13. To receive an update from the meeting with the Preschool to review responsibilities for the Preschool / Parish and agree next actions (SD)
14. To receive an update on the Blofield Park Greater Norwich Growth Board application and agree next actions (SD/EB)

### FINANCE & GOVERNANCE

15. To approve invoices for payment, note council funds and review internal monthly checks (SO/SD)

16. To receive an update on 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)
17. To consider any Parish Partnership Scheme funding bids for 2026/27 (SD)
18. To consider a Diversity and Equality Policy for Blofield Park / Blofield Courthouse and agree any necessary actions (EB)
19. To consider further an Awards for All application and consider next actions (SD/EB)
20. To consider a funding request to the Norfolk Community Fund (SD)

### **CORRESPONDENCE**

21. To receive an update on the working party for the Forest School site at Blofield Park in September and agree next actions (EB)
22. To receive an update regarding the next phase of the Solicitor's Room repairs and agree next actions (EB)
23. To receive an update on the Farman Way bin collection, consider the cost and agree next actions (SO)
24. To consider the asbestos review for Blofield Courthouse and agree next actions (EB)
25. To consider a parish boundary change request from Brundall Parish Council (EB)
26. To consider requesting funding for any bus shelter improvements / seating etc (SD)
27. To receive an update from the Woodbastwick Road Pedestrian Crossing Assessment and agree next actions (PC-B)
28. To note parishioners concerns regarding speeding on Bullacebush Lane resulting in accidents and agree any actions (EB)
29. To receive an update on Marty's Marsh and agree any necessary actions (YB)
30. To receive an update from the Royal Voluntary Service meeting (SD)
31. To receive an update from the parish walks and agree any necessary actions (YB)
32. To receive an update from the recent Heathlands Management Committee meeting (YB)
33. To receive an update from the Margaret Harker Hall Management Committee meeting (SD)
34. To consider signing an Armed Forces Covenant (SD)
35. To receive an update on the defibrillator cabinet at Heathlands (EB)
36. To review a draft newsletter for the parish (SD)
37. To receive the clerk's report and correspondence (SO)
38. Items for the next agenda (SD)
39. Confirmation of an August meeting (SD)
40. To confirm the date of the next meeting of the Parish Council – Monday 8<sup>th</sup> September 2025 at 7:30pm at Blofield Courthouse

*Sarah Osbaldeston* Parish Clerk 14 July 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.