

Brockdish (including Thorpe Abbots) Parish Council

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Minutes of Meeting Tuesday 31st March 2026 7pm Brockdish Village Hal

Present:-

Cllr Christine MacKenzie (Chair)

Cllr Enrico Castagnetti (Vice Chair)

Cllr Adam Cobbold

Cllr John Mallows

Cllr Sarah McCluskey

Cllr Stuart Woodruffe

Clerk

Members of the public: 3 including County Cllr Martin Wilby and District Cllr Clayton Hudson

01. Welcome

Cllr MacKenzie (Chair) welcomed all to the meeting.

02. To receive apologies for absence

None received

03. Declaration of Interest for Items on the Agenda

None received.

04. Minutes of the Meeting held on 26th February 2026.

These were agreed as a true record of proceedings and hardcopy signed by Cllr MacKenzie (Chair).

05. Public Open Forum

a. Public Participation

District Cllr Trevor Graham introduced himself to the meeting. He will be standing as the Conservative candidate in the upcoming county elections on 07/05/26.

b. To receive a report from County Cllr Wilby.

Delivered to the meeting by County Cllr Wilby - see Appendix A.

County Cllr Wilby advised that he will be standing down (retiring) at the 07/05/26 elections.

Cllr MacKenzie (Chair) and Cllr Castagnetti (Vice Chair) expressed thanks to County Cllr Wilby for his help and support over the years, and wished him well in his retirement.

To receive a report from District Cllr Hudson.

Delivered to the meeting by District Cllr Hudson - see Appendix B.

District Cllr Hudson expressed his thanks to County Cllr Wilby and wished him well.

06. Responding to and Working with Other Bodies

a. Planning Applications SNC

2026/0527 Plot 5, South of Hilltop Farm, Hall Road, Brockdish

Variation of condition 2 (S73/S19) - revise roof tiles and coloured boarding of existing application 2024/2293 (demolition of existing agricultural building with part Q approval and erection of new replacement dwelling and garage with additional residential garden land) date of decision 11/04/25.

PC considered and supported application.

2025/3928 Land North East of 68 The Street, Brockdish

Approval of matters reserved following outline application 2025/1102 for layout

PC considered and no comments to make.

Planning Decisions determined by SNC

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2025/3928 Land North East of 68 The Street, Brockdish

Approval of matters reserved following outline application 2025/1102 for layout, scale, appearance, landscaping for plot 1.

SNC approved.

At Risk Register: SNC

37 The Street, Brockdish (ongoing)

Update from District Cllr Hudson - Currently SNC is in discussions (ongoing) with owner re: repairs. Access to property is required for a condition report.

b. Consultations/Reviews/Correspondence

To note: email NCC Norfolk LGR - Government minded - to decision. The Government has confirmed plans for reorganisation and is minded to a three-unitary council model for Norfolk. Parliament must now approve the legal changes that create the new council. Further updates will be provided as key stages progress.

To note: SNC response to LGR, proposed 3 unitary authorities. Updates to be provided.

c. Highways, Pavements & PROW to hear updates:

Speeding/Traffic Calming: Cllr Castagnetti (Vice Chair) and Cllr Woodruffe have spoken with the speed camera operator, Karl. He plans to attend the village once per month and will inform Cllr Castagnetti (Vice Chair) of data/results.

SID upgrade Cllr Cobbold has collected the SID Unit with Data Capture Radar added. Is in use but requires attention to set to correct speed trigger activation.

NCC PPS Bid for two solar panels and posts for SID Units has been successful.

Action: Clerk awaits further details.

PROW Footpath 3 broken stile. NCC continues to follow up and is still trying to identify and contact the landowner.

Action: Clerk to continue to request updates.

PROW Footpath 9 access. NCC has contacted the landowner by telephone and awaits return of call. NCC has also written to the landowner again.

Action: Clerk to continue to request updates, as per Cllr McCluskey's reports.

Vehicles using farm access Hall Road, Brockdish. Cllr MacKenzie (Chair) continues to follow up and proposes contacting South Norfolk Police road safety team.

Action: Cllr MacKenzie (Chair) to follow up.

Trees (alleged danger of falling), Thorpe Abbots. Cllr McCluskey reported two trees with 'red dots' Trees diseased but may not require logging.. NCC continues to monitor during their regular visits.

Completed.

Pot hole outside Thorpe Abbots Village Hall. Clerk has reported to Highways, response received - under investigation.

Completed.

d. Flooding. No further updates or follow up from the previous meeting.

Cllr MacKenzie (Chair) has contacted Nathan Harris, SNC to arrange a meeting re: a Flood Plan for Brockdish. (District Cllr Graham to follow up with District Cllr Thompson).

Action: Cllr MacKenzie (Chair) awaits response re: date for meeting.

To note: Email received from SNC Surface Water Drainage Officers new in post, Karl Manning and Emma Rush surfacewaterdrainage@southnorfolkandbroadland.gov.uk

07 Management of the Parish Council

a. To consider and approve ICT Policy (circulated to Cllrs). Cllrs approved.

Completed.

b. To note one Councillor vacancy Cllrs noted, vacancy to be filled by co-option. Notification of vacancy on noticeboards, website and Mardler.

Action: Clerk to place notification of vacancy in next edition of the Mardler.

f. Social Media Accounts (fFacebook & Instagram) to be launched.

Action: Clerk

08 Projects/Assets updates

a. Proposed seating around the tree, Brockdish Village Green. It was agreed not to proceed.
Completed.

b. Proposed new Village sign, Brockdish. Cllr Castagnetti (Vice Chair) informed the meeting Rachel is adding items to the design drawing and looking at options for sign material, aluminium would be a good choice, although may be costly.

Action: Cllr Castagnetti (Vice Chair) to update at the next scheduled meeting.

c. Proposed notice board by Waveney Heights junction, Brockdish. Proposed to be sited on the right hand side of junction NCC land, therefore their permission may be required.

Action: Cllr Woodruffe to contact Gary Overland, NCC to request permission.

Cost of notice board size 4x4 A4 is £522, including posts. It was agreed to request an estimate from Abbots Handyman Services to construct and fit a wooden notice board, subject to permission granted from NCC.

Action: Cllr McCluskey to contact Abbots Handyman Services.

d. Refurb of Thorpe Abbots notice board and village map display board. Abbots Handyman Services provided estimates: Notice board, prepare and paint - £78.92 Village map display board, repair and paint, replacement perspex - £151.51. It was agreed to accept the estimates.

Action: Cllr McCluskey to contact Abbots Handyman Services to request works are carried out.

e. Grass, Hedge cutting contract. It was agreed to request an estimate from Abbots Handyman Services.

Action: Cllr McCluskey to contact.

Action: Cllr MacKenzie (Chair) to contact Gareth Leech re: confirmation of areas that require cutting and frequency.

f. To consider WVfN request for a dog waste bin, southern end of Foredale Common, Brockdish. It was agreed not to provide a further dog waste bin (already dog waste bins located close by i.e. corner of the Street/Grove Road junction and Hall Road/Grove Road junction), Note: Cost of dog waste bin with post and fittings is £176.95 + emptying service fee of approx. £110 per annum).

Completed.

g. The Big South Norfolk Litter Pick. Cllr MacKenzie (Chair) confirmed Brockdish Litter Pick to be held on 18/04/26 10am followed by refreshments after at the Brockdish Village Hall. Cllr McCluskey confirmed Thorpe Abbots Litter Pick to be held on 11/04/26 10am followed by refreshments after at the Thorpe Abbots Village Hall. Clerk registered litter picks with SNC and posters placed on notice boards, websites and in the Mardler.

Completed.

09. Village Organisations

a. To hear an update from WVfN to clarify partner working (email received), Cllr Woodruffe has replied to the email and awaits a response.

b. To hear an update from the Parish Cllr representative re: WVfN.04.07.26. Cllr Woodruffe reported he has agreed to treat the 5-bar gate. Foredale and Common requires a plan of

what we would like to do. Brambles on Common, proposed to cut/clear during August/September after bird nesting season.

Cllr MacKenzie (Chair) reported a Thorpe Abbots resident would like to provide and plant a tree on the Common in memory of Jan. As there are already three trees planted on the Common it was agreed to suggest that a tree be planted at WHC (former school).

Action: Cllr MacKenzie (Chair) to make contact with resident..

c.To consider financial donation to purchase plants for WVfN Wildlife Friendly Garden at Waveney Heritage Centre, Brockdish. It was agreed to donate £50 and to inform WVfN of the Pride in Place, Team South Norfolk in Bloom Fund 50% match funding.

Action: Clerk

d.To hear an update from the Parish Cllr representative re: proposed Brockdish Fete, 04.07.26. Cllr Castagnetti (Vice Chair) informed that the fete will not be taking place.

Completed.

10. Finance

a.The following payments made were noted and approved.

£87.47	SW reimbursement	Hedging, Brockdish Village Green
£37.50	Pearce and Kemp Ltd	Street lights maintenance
£660.00	Stock Signs Ltd	SID Unit Radar Upgrade
£299.00	121 Computer Services	Laptop
£50.00	Gareth Leech	Works Brockdish Village Green
£341.59	nPower	Electricity street lights
£1053.46	Clerk	Pay
£263.20	HMRC	re: Clerk income tax
£2792.22	Total payments March to date.	
Receipts		
£50.00	Needham PC	re: SAM2 assessment

Account bal: £7261.68

+ Holding monies: (£6949.38 = £14211.64)*

£184.29 Brockdish Defibrillator (funds from clothes bank)

£591.76 Donations re: xmas light switch-on.. New village sign?

£6163.33 CIL payments received

To note: receipt of 2025/26 AGAR (Annual Governance and Accountability Return) external auditor instructions and note return date of 01/07/26.

11. AOB and to consider items for next month's Agenda.

AOB matters raised:

a.Cllr MacKenzie (Chair) reported that County Cllr Wilby made contact re: the old school playing field proposed to go up for auction in July. It is possible the PC may be able to purchase and County Cllr Wilby suggested the PC put in an offer prior to the auction taking place. Cllrs agreed this would be an amenity for all the community. It may be an option to apply for grants. Cllr Cobbold to complete a land registry search, covenants in place? It was agreed to have an additional meeting to discuss the future of the old school playing field on 14/04/26.

b.Cllr McCluskey reported sewage smell ongoing in Thorpe Abbots. AWA has been to look.

Action: Clerk to follow up.

c. Cllr MacKenzie (Chair) has been contacted by a Brockdish resident re: foot bridge which crosses the brook, wooden posts and wooden rails requiring painting. Location o/s Rosebrook Cottage, Grove Road, Brockdish. Estimate required.

Action: Cllr McCluskey to contact Abbotts Handyman Services.

It was also suggested to re-paint metal bridge railings location: The Street, Brockdish o/s and opposite the Village Hall.

Action: Clerk to check if NCC carries out the maintenance..

Cllr Castagnetti (Vice Chair) reported a fallen tree across the path (by allotments, path heading towards AI43). Requires clearance.

Action: Clerk to report to NCC.

Cllr McCluskey reported Thorpe Abbotts defibrillator requires new pads (previously purchased from the Defib store).

Action: Cllr McCluskey to order.

Note:From last meeting: Anglian Water re: proposed works/monitoring water flow, Thorpe Abbotts. Clerk contacted David Baker who informed it will be a long process and he will contact residents with any further updates.

Items for next month's Agenda (19/05/26).

Inform Clerk by 14/05/26.

12 Date of next Meetings: Tuesday 14th April 7pm Brockdish Village Hall

Annual Parish Meeting Tuesday 19th May 7pm Brockdish Village Hall followed by the scheduled PC meeting.

The meeting closed at 20.40 hours.

Chair's Signature..... Date.....

Cllr C. MacKenzie

County Wilby's Report to the meeting 31/03/26. Appendix A.

Elections for all 84 divisions of Norfolk County Council will now go ahead on 7th May, following a late reversal by the Government to withdraw its previous to postpone the vote. The original postponement had been announced to allow councils to focus on preparations for local government reorganisation and devolution. However, the sudden change of direction has created uncertainty for local authorities across the country.

NCC has reaffirmed its commitment to supporting local communities with the approval of 99 new highway improvement schemes for 2026-27, delivered in partnership with town and parish councils across Norfolk. The parish Partnership, now entering its fifteenth year, gives local communities a voice in shaping the highways enhancements that matter most to them, whether that's improving pedestrian safety, slowing vehicle speeds, or making it easier to walk, cycle or access local services. This year 68 small highway projects such as village gateways, new trods, signage, surfacing, benches, and access improvements were approved, along with 31 vehicle activated speed signs (VAS/SAM2) projects, helping encourage safer speeds through our villages and towns.

NCC is delivering targeted support for the county's vital hospitality sector, launching a £250,000 package at the recent Norfolk Market Towns Conference as part of a wider £1m investment in our high streets. Building on the success of the council's High Street Matters initiative, the new programme will offer bespoke training for pubs, restaurants, hotels and

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independent retailers. Businesses can access practical workshops, both in-person and online, covering marketing, bookings, menu development and staffing, alongside business improvement grants of up to £1,000. To find out more visit www.newangiagrowthhub.co.uk/norfolk-high-streets-matter

NCC is once again shining a spotlight on the county's outstanding enterprise as nominations open for the prestigious Norfolk Rural Business Awards 2026. From pioneering food and drink producers to forward-thinking farming innovators, and dedicated community champions, the awards celebrate the very best of rural Norfolk. Businesses, individuals and organisations are invited to apply across nine categories, with finalists honoured at a special ceremony during the Royal Norfolk Show in June. All details can be found at www.norfolk.gov.uk/business/norfolk-rural-business-awards

Your Norfolk magazine has recently been delivered to every household across the county with the usual information and updates. In addition to our printed magazine, get news delivered direct to your inbox with Your Norfolk Extra, our monthly digital newsletter. Your Norfolk Extra rounds up NCC news and offers an easy way to stay informed about local services, events and community developments across the county.

Morningthorpe Tip is closing later in the year. (25 year lease expires). Possibility of a new tip sited on Long Stratton bypass.

District Cllr Hudson's Report to the meeting 31/03//26. Appendix B.

SNC Community litter picks taking place. £50 payment for participating and £500 prize awarded to one group.

Devolution.Government proposed a three unitary model for Norfolk. We would be placed in the East Norfolk area.

A new gym is to be built in Diss (plans approved).

District Cllr Hudson plans to stand in the County election on 7th May (independent candidate).

Cllr McCluskey asked about BESS plans. District Cllr Hudson informed that plans remain 'paused' at present time.