

Brockdish (including Thorpe Abbots) Parish Council

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Minutes of Meeting Tuesday 19th May 2026 7pm Brockdish Village Hall (commenced at 19.55 hours following APM).

Present:-

Cllr Christine MacKenzie (Chair)

Cllr Enrico Castagnetti (Vice Chair)

Cllr Adam Cobbold

Cllr Stuart Woodruffe

Clerk

Members of the public: 0

01.To elect a Chair for the ensuing year and receive declaration of acceptance of office.

Nominations were invited to elect a Chair for the ensuing year. Cllr MacKenzie was elected unopposed and signed the declaration of office which was countersigned by the Clerk.

02. To elect a Vice Chair for the ensuing year and receive declaration of acceptance of office.

Nominations were invited to elect a Vice Chair for the ensuing year. Cllr Castagnetti was elected unopposed and signed the declaration of office which was countersigned by the Clerk.

03. To consider apologies for absence.

Apologies received and accepted from Cllr Mallows, Cllr McCluskey and District Cllr Hudson.

04. To receive declarations of interest for the items on the Agenda.

None received.

05. To approve the minutes of the meeting held on Tuesday 14th April 2026.

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

06.Public Open Forum

Not required.

District Cllr Hudson provided a report which was delivered to the meeting by Cllr Castagnetti (Vice Chair) - see Appendix A.

Newly elected County Cllr Kerrison to commence attendance at meetings June 2026.

07. Responding to and Working with Other Bodies

a. Planning Applications SNC

2026/0854 Grove Thorpe, Grove Road, Brockdish

Install broadband antenna to existing dormer window bargeboard on rear of existing dwelling.

PC considered and supported the application (circulated prior to meeting).

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. No further update received to date.

b. Consultations/Reviews/Correspondence

To note: SNC Planning update to street naming and numbering.

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c. Highways, Pavements & PROW to hear updates:

Speeding/Traffic Calming: Cllr Castagnetti (Vice Chair) reported he has received no further correspondence from Karl (Speed Enforcement Team) and noted no presence in the village. SID Units Solar Upgrade. NCC PPS Bid successful. Clerk has submitted acceptance of the scheme form, signed by Cllr MacKenzie (Chair) and Clerk. Once acknowledged by NCC, the order for Solar Panels and poles can be placed. Cllr Cobbold reported the SID Unit at Kings Head still triggering too late, to test and if still an issue will contact the supplier.

Action: Clerk awaits further details from NCC.

Action: Cllr Cobbold to check SID Unit activation.

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.

PROW Footpath 6 re-routing

Action: Cllr McKenzie to continue to follow up.

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.

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. Cllr Woodruffe will attend the meeting too. Note: Nathan Harris has been on sick leave.

To note: email received from Lucy Elkin (Caseworker) on behalf of Adrian Ramsay MP Green Party, to inform a resident has contacted them re: maintenance of the brook/ditch that runs along Grove Road, Brockdish and resident requested that home owners clear areas of vegetation and debris. Cllr Mackenzie (Chair) and Cllr Woodruffe responded to the email to inform that the brook/ditch is being kept clear by residents and the brook/ditch running alongside the Common is clear (assisted by WVfN). The PC continues to work with residents and agencies, re: flooding matters.

Action: Cllr MacKenzie (Chair) to contact Nathan Harris again to arrange a meeting.

Alleged sewage pollution + odour, ditch beside 25 The Street, Thorpe Abbots. Reported to EA. Response received, as follows: We are in the process of sending letters to address this pollution incident and will be following up with residents to find the source of the issue. At this point, due to resources, we can not actively visit every pollution report, however we will escalate this if matters need to be. Further update, as follows: Letters were sent to properties closest to the affected location as a precautionary step, asking residents to check that their sewage disposal systems were operating correctly and not contributing to environmental harm, As with all such cases, the situation is kept under review and other investigation methods may be considered if the initial findings suggest further follow-up would be helpful.

08 Management of the Parish Council

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

08 Projects/Assets updates

a. Proposed new Village sign, Brockdish. Cllr Castagnetti (Vice Chair) informed the meeting Rachel is adding items, making amendments to the design drawing and will produce a draft drawing shortly.

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

b. 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: Clerk to contact Gary Overland, NCC.

c. Grass/Hedge cutting contract. Cllr MacKenzie (Chair), Cllr Woodruffe and Gareth Leech met with Chris of Abbotts Handyman Services to view areas where work is required. It was agreed that Chris completes the work to assess the time it takes. The first sweep will take longer as areas somewhat overgrown at present. Note: Ensure the area near Brook/Ford,, The Street, Brockdish is cut prior to the Pink Ladies Tractor Run on 5th July 2026.

Action: Cllrs to review at the next meeting.

d. Thorpe Abbotts Pump. Cleaning of roof tiles and proposed hedging around the pump green area. To note: Clerk advised hedging would require permission from SNC, Heritage Officer as a Conservation area.

Action: To c/f to the next scheduled meeting Agenda, when Cllr McCluskey is present. Refurb of Thorpe Abbotts notice board and village map display board. Abbotts Handyman Services provided estimates. It was agreed to accept the estimates. Works carried out.

Action: Completed.

e. To hear an update from the Parish Cllr representative re: WVfN. Cllr Woodruffe, who reported he is to arrange a meeting with WVfN Chair re: a management plan as soon as possible.

f. Old School Playing Field, Brockdish. Cllr MacKenzie (Chair) reported further information to be received from NCC, hopefully before the end of June 2026.

10. Finance

a. The following payments made were noted and approved.

£19.20	A. Sweeney	Re: Website
£37.50	Pearce and Kemp Ltd	Street Lights maintenance
£50.00	WVfN	Donation, Plants WHC
£78..92	Abbotts Handyman Services	Thorpe Abbotts notice board re-paint
£151.51	Abbotts Handyman Services	Thorpe Abbotts footpath map board refurb
£328.62	nPower	Electricity street lights
£119.66	Reimbursement TH	Ink cartridges
£81.60	Defib Store	Pads Thorpe Abbotts Defibrillator
£188.55	NALC	Annual subs
£37.50	Pearce and Kemp Ltd	Street Lights maintenance
£1093.06	Total payments April, May to date.	

Receipts

£8640.00	SNC	Precept
£146.60	UKPN	Wayleave
£8786.60	Total receipts	

Account bal: £14951.20

+ Holding monies: (£6963.48 = **£21914.58**)

£208.29 Brockdish Defibrillator (funds from clothes bank)

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

£6163.33 CIL payments received (re: Hall Road, Brockdish)

b.To approve the annual governance statement (AGAR 2025/26) and accounting statement. To note: Internal Audit

The annual governance statement (AGAR 2025/26) and accounting statements were approved and signed by the Chair and Clerk. It was noted that the receipts and payments for 2025/26 were under £25000 therefore certificate of exemption completed, signed by Chair and Clerk. To note: The internal audit was completed by Robert Buck. Exercise of Public Rights notifications posted on both village notice boards and websites 20/05/26.

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

AOB matters raised/updates from previous meeting.

a. 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. Clerk confirmed NCC is responsible for maintenance and has reported to them.

Cllr Castagnetti (Vice Chair) reported a fallen tree across the path (by allotments, path, Clerk reported to NCC and now cleared.

Cllr McCluskey reported Thorpe Abbots defibrillator requires new pads.Clerk ordered from the Defib Store, received by Cllr McCluskey.

Items for next month's Agenda

AI8d To be c/f to next month's Agenda.

12 Date of next Meetings: Thursday 25th June 2026 7pm Thorpe Abbots Village Hall.

The meeting closed at 21.10 hours.

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

Cllr C. MacKenzie

Cllr Clayton Hudson - Annual Parish Report / Parish Council Mtgs May26 APPENDIX A

South Norfolk Council plan is focused so every Community Group Parish/Town Council has opportunities to invest in infrastructure whilst protecting and enhancing our environment and projects that help everyone enjoy our open spaces, public realms and lead healthy and active lifestyles.

My report below explains how we will be doing that as part of a whole plan to make South Norfolk one of the best places to live, work and enjoy in the country.

Council announces record-breaking £1 million investment in community projects

<https://www.southnorfolkandbroadland.gov.uk/news/council-announces-record-breaking-1-million-investment-in-community-projects>

Doubling the Community Action Fund (CAF)

Our Community Action Fund has a £500k budget this year and provides one-off capital grants to community groups

to build capacity within communities so that groups are enabled to be self- sustaining without ongoing practical and financial support from the Council / stimulate local economic growth and/or facilitate creative partnership approaches to helping people in need at the earliest opportunity.

Funding applications for the Community Action Fund will open on 1st April 2026. The deadline for submission of applications is 16th August 2026.

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There will be many community initiatives which will require larger amounts of funding. The Community Action Fund (CAF) is provided to support and fund these initiatives.

For the 2026/2027 round of CAF, local District Councillors are responsible for considering and proposing applications between £1,000 and £40,000 from the CAF fund.

More details here <https://www.southnorfolkandbroadland.gov.uk/community-safety/community/funding/community-action-fund> as well as details on how to apply Community Facilities Grant (CFG)

New for 26/27 is the Community Facilities Grant (CFG), the Community Facilities Grant (CFG) is provided to support and fund capital improvements to a community facility/building. These could be major refurbishments, adding solar panels, moving heat pumps etc.

Funding applications for the Community Facilities Grant will open on 1 April 2026. The deadline for submission of applications is 16 August 2026.

Local District Councillors are responsible for considering and proposing applications between £1,000 and £40,000 from the CFG fund. More details here

<https://www.southnorfolkandbroadland.gov.uk/community-safety/community/funding/community-facilities-grant> as well as details on how to apply Go For It Grants

If you are passionate about an activity, project or interest, then we want to hear from you. There is up to £300 waiting to help you get your idea up and running in your local community.

Applications will be considered for projects that:

- encourage residents to come together in positive and supportive ways
- inspire people to get active, participate and fulfil their potential
- promote and support health and well-being in the community
- provide innovative activities that respond to local needs

What can a Go For It Grant be spent on? Grant money can be spent on anything you need to get your idea off the ground. This could include equipment purchase/hire, venue hire, promotional materials and transport. You will need to research the costs of your project accurately to apply.

More details here

<https://www.southnorfolkandbroadland.gov.uk/community-safety/community/funding/go-grant> as well as details on how to apply

Member grants (doubled to £2k for 26/27)

Our popular scheme of ward member grants provides £92,000 to be spent on micro projects across the district.

Each Councillor has £2000 to award to schemes with minimal paperwork and instant payment to support play

groups, community cafes and other small scale activities that make a big impact.

More details here

<https://www.southnorfolkandbroadland.gov.uk/community-safety/community/funding/south-norfolk-members-ward-funding> as well as details on how to apply

You can see what projects members have supported here

https://forms.southnorfolkandbroadland.gov.uk/pub/MembersSpend.ofml?Prepopulate=True&Url_theme=SNC

Council Tax 2026/2027

All South Norfolk members were involved and agreed (unanimously) in setting the budget, saw Council Tax rise by £5 a year to £180 from 1st April 2026. That is a rise of less than 10 pence a week.

More details on the budget

<https://www.southnorfolkandbroadland.gov.uk/news/south-norfolk-council-has-agreed-a-robust-budget-for-the-coming-year>

<https://www.southnorfolkandbroadland.gov.uk/council-tax>

Government confirms major shake-up for Norfolk

A major shake-up of local government has been confirmed by ministers which will see all Norfolk councils scrapped and replaced by three authorities. The seven district councils and one county council will be abolished under government plans, but what would replace them had been hotly contested.

What will the new council areas be?

East Norfolk Council will consist of the existing Great Yarmouth and North Norfolk councils, along with parts of Broadland and South Norfolk. West Norfolk Council will be made up of the current Breckland and King's Lynn and West Norfolk councils, along with parts of South Norfolk.

Greater Norwich Council will expand the existing city authority by adding some sections of Broadland and South Norfolk.

When will things change? Elections for the authorities will take place in May 2027, with the new councils formally taking over responsibilities a year later. I thought it might be useful to understand what the current authorities do (i.e. services provided) at least for the next 12 months

Talking about the elections (7th May 2026) maybe I should briefly talk about the result, I want to say a big thank you to the 925 electors who put a , or mark against my name. As an independent I polled strongly campaigning positively on local issues. I warmly congratulated Joe Kerrison on his election to Norfolk County Council last Friday, I look forward to working with him in my existing South Norfolk Council role at my various parish councils over the coming months. I talked with Joe at length at the count, he is young, keen, lives & works in Harleston and I will hope bring fresh and imaginative ideas to how will continue to make East Depwade & the wider Waveney Valley a great place to live, work & enjoy as well as contributing to the wider debate on how local government needs to adapt/change.

Ultimately I wasn't successful on this occasion, however in my world (primarily as an engineer) if you don't experience failure you're not exploring/inventing/evolving enough.

Sometimes you need to fail to learn. I am bottling that thought for another day/election!

And finally please feel free to contact me (details below) if you have any questions or queries related to South Norfolk Council and the services it provides the community. Be it missed bin collections, flooding advice, anti-social behaviour, street cleaning or fly tipping! (to name a few)

Clayton Hudson

Local Member for Beck Vale, Dickleburgh & Scole

South Norfolk Council

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