

Snetterton Parish Council

PARISH COUNCIL MEETING

Tyrrells Restaurant - Snetterton Circuit, Norfolk NR16 2QX

Monday 22nd July 2025 at 6.30 pm

Councillors Present: Sam Hempsall (Chair), Trevor Watkins (Vice Chair), Gen Ellis and Henry Mason

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also Present: County Councillor Stephen Askew, District Councillor Sarah Suggitt and two parishioners

Public Forum

A. To Receive Reports from County Councillor Stephen Askew and District Councillor Sarah Suggitt

- **Cllr Stephen Askew** has confirmed that the proposed 40mph speed limit signs on North End Road is currently under consultation and should be progressed shortly, with installation expected soon.
- **Cllr Sarah Suggitt** provided an update on local government reform, noting that significant work is underway to improve coordination across services. Some projects have been paused to ensure alignment, including areas such as car parking.
- Changes to food waste management are being introduced. Businesses will receive food waste caddies first, followed by residents. There are challenges in procuring suitable collection vehicles as part of a nationwide scheme.
- The Local Plan continues to require substantial time and resources, with the aim for it to be adopted ahead of the local government reform.

B. Members of the Public Forum

No questions

MINUTES

1. To Approve Apologies for Absence

None

2. To Receive Declaration of Interests and any Requests for Dispensation

None

3. To Approve the Minutes of the Last Meeting on Monday 26th May 2025

The Minutes from the Meeting held on 26th May 2025 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. To Consider Co-option to fill the Casual Vacancy

Mr Malcolm Dodd stood for co-option and Councillors voted unanimously to Appoint him.

Mr Dodd joined the meeting after signing the Declaration of Acceptance of Office form.

5. Finance

a) To Note the Certificate of Exemption has been submitted to the External Auditors

The Clerk confirmed the Certificate of Exemption has been Registered with the External Auditors.

b) To Appoint the Internal Auditor for 2025/26 – update

The Internal Auditor, Mrs Carol Bailey has confirmed her appointment for 2025/26.

c) To Receive the Financial & Budget Reports and Approve the Income & Expenditure

Councillors Resolved unanimously to Approve the Financial and Budget Reports and the following Receipts and Expenditure:

Signed:

Date:

Snetterton Parish Council

DATE	REFERENCE	DETAILS	RECEIPTS	EXPENDITURE
27/05/2025	Transfer	To Saver Account - £4,800		
27/05/2025	Transfer	Bank Service Charge		3.00
28/06/2025	S/O	Clerk's Salary - June		366.82
30/06/2025	Transfer	Bank Service Charge		6.00
22/07/2025	5	Clerk's Expenses June & July		26.00
22/07/2025	6	Chair's Training - SH		90.00
22/07/2025	7	NALC - Website Fees		84.00
		Total	£ -	£ 575.82
		Reserves		
		General Reserves		£ 5,292.42
		Restricted Reserves		£ -
		Total		£ 5,292.42

d) Invitation to Bid for Parish Partnership 2026/27 – HGV Restriction Signs

County Councillor Stephen Askew advised that the Parish Council can apply for 50% funding through the Parish Partnership Scheme (PPS), with the remaining 50% covered by Norfolk County Council.

Additionally, Cllr Askew indicated he would typically support 50% of the Parish Council's share via his Local Member Fund (LMF), reducing the Council's contribution to 25% of the total cost.

The estimated cost of the new signpost is £3,000, meaning the Parish Council would need to fund approximately £750. This will be applied for before the application deadline on 1st December 2025.

[Councillors Resolved to progress an application under the Parish Partnership scheme.](#)

Action: Clerk

e) Unity Trust Bank – update

The Clerk confirmed that the new bank mandate has been signed. The former Councillor has been removed and Cllr Ellis will now be added to the account.

6. To Note the Current Planning Applications & Decisions

Cllrs noted the current planning applications and decisions below and SPC has commented on all of the applications listed.

Applications

a) PL/2025/0553/FMAJ

FMAJ major application - Erection of commercial building with associated hard standing.

RJM Warehousing & Distribution Loch Lane, Snetterton Park, Snetterton, NR16 2JU

Status: Pending Decision

b) PL/2025/0635/RMAJ

RMAJ Application for approval of reserved matters following outline (major) - Application for approval of Reserved Matters (plot 9) following outline planning permission 3PL/2021/1527/O and discharge of conditions 3, 5, 6, 8, 12 & 13.

Status: Pending Decision

c) PL/2025/0498/RMIN

RMIN Reserved matters (minor) - Application for approval of Reserved Matters (plot 10) following outline permission 3PL/2021/1527/O and discharge of conditions 3, 5, 6, 8, 12 & 13 of 3PL/2021/1527/O (as updated by application reference 3NM/2022/0128/NMA). Plot 10, Snetterton Park, Harling Road, Snetterton, NR16 2JU

Status: Pending Decision

d) PL/2025/0251/DCA

Signed:

Date:

Snetterton Parish Council

DCA Approval of details reserved by condition - Land Off Falcon Rd, Snetterton, NR16 2FB.

Discharge of Condition(s) 3 & 4 on 3PL/2021/0989/F

Status: Pending Decision

e) PL/2025/0178/DCA

DCA Approval of details reserved by condition - Macbrook Hse, Snetterton Pk, NR16 2JU

Discharge of conditions 5, 6, 8, 11, 15 & 16 on 3PL/2021/1527/O (Plot 14)

Status: Pending Decision

Decisions

f) PL/2025/0742/DCA

DCA Approval of details reserved by condition - Land At Snetterton Heath, Snetterton, Discharge of Condition 6 on 3PL/2024/0701/H

Status: Acceptable

g) PL/2025/0741/DCA

DCA Approval of details reserved by condition - Land At Snetterton Heath, Snetterton, Discharge of condition 10 on pp 3PL/2024/0701/H

Status: Discharge of Condition

h) PL/2025/0740/DCA

DCA Approval of details reserved by condition - Land At Snetterton Heath, Snetterton, Discharge of conditions 24 and 26 on pp 3PL/2024/0701/H

Status: Discharge of Condition

7. Breckland District Council – Local Plan Consultation

a) Meeting 2nd July 2025

Cllr Watkins and Cllr Ellis attended a Local Plan Consultation and they advised, with comments from District Cllr Sarah Suggitt:

Key points:

- The Government requires BDC local Plan to deliver 903 homes per year over the next 20 years.
- Although the Local Plan was paused last year, a new Call for Sites is now open until the end of this month.
- All strategic sites, including Larling, are still under review. No decisions have been made.
- Evidence gathering and surveys are ongoing to support site allocations.
- The BDC is focusing on small, deliverable sites and encouraging relevant submissions.
- Failure to deliver a Local Plan could lead to Government intervention.
- Regulation 18 consultation (*Regulation 18 consultation is the first formal stage in creating or updating a Local Plan. It invites public and parish council input on what the plan should include, such as where new homes, jobs, and infrastructure should go*) is expected in late September 2025.
- Around 1,200 people are currently on the housing waiting list.
- New housing must be supported by infrastructure: roads, schools, healthcare, and utilities.
- Developers face viability challenges due to the economic climate.
- Cllrs raised concerns about the strain on local services if more homes are delivered.
- While BDR can secure developer contributions, it cannot compel service providers (e.g., NHS) to act.

Signed:

Date:

Snetterton Parish Council

8. Highways and Transport

a) **Community Land at North End** – *update*

BDC's Land Development Officer has confirmed that site tests, including percolation and water drainage assessments, will be taking place over the coming weeks at the land at North End, as part of pre-planning investigations.

It was noted that a parishioner has raised concerns regarding these activities being carried out on BDC land, despite the works being preliminary and exploratory in nature.

b) **South Farm, Sallow Lane - HGV Restriction Signs** - *update*

Councillors reviewed a map of the area around South Farm and Sallow Lane and identified suitable locations for the proposed HGV restriction signs.

c) **Snetterton/Shropham Hargham Road, North End Road & Spring Lane, 40mph Speed Limit Proposal – Traffic Regulation Order** – *update*

The proposed 40mph speed limit sign on North End Road has been approved and should be progressed shortly.

d) **Eroded Access on Wash Lane Byway, Snetterton South End** – *update*

Cllrs were pleased to report that the repair work to the eroded access on Wash Lane Byway has been completed successfully. The improvements have made a significant improvement to the byway.

e) **Overgrown Hedges**

Cllrs discussed concerns about overgrown hedges within the parish. The County Councillor advised that these could be reported directly to Norfolk County Council. The Clerk advised Cllrs to send a photograph/s and, if possible, the What3Words location to her, and she would report the issue on behalf of the Council.

9. Policies

a) **Planning Response Policy – Amendment**

[Councillors Resolved to adopt the proposed amendments to the Planning Response Policy.](#)

10. Defibrillator – *update*

The Clerk reported that she has applied for two grants to support the purchase and installation of a new defibrillator. County Councillor Askew informed the Council about the Norfolk Community Fund and will send further details regarding this funding.

11. Correspondence (*emails circulated as received*)

None

12. AOB (*For discussion only – the Council cannot make decisions on these items unless stated on the agenda*)

a) **Tree Preservation Orders** – *update*

District Councillor Sarah Suggitt informed she is sending emails to Richard Fisher, Arboricultural Officer and is waiting for a response.

b) **Local Government Reorganisation**

The Chair informed the Council that she had intended to attend the scheduled meeting; however, the meeting date has since changed. The Clerk has circulated and placed information on the website.

c) **Norfolk Nature Recovery Consultation** – *update*

Signed:

Date:

Snetterton Parish Council

Councillor Ellis is monitoring the Norfolk Nature Recovery consultation, which includes a habitat map highlighting biodiversity priority areas. The consultation is expected to conclude in the autumn.

d) Meeting with George Freeman MP – update

The Clerk advised that she has emailed MP George Freeman several times but has not received a response.

13. To Receive Items for the Next Agenda

None

14. To Consider the following Dates for the Next Meetings

- Monday 22nd September 2025 at 6.30 pm
- Monday 24th November 2025 at 6.30 pm

The meeting ended at 7.40 pm

Signed:

Date: