

**BUNWELL PARISH COUNCIL**  
**MILL HOUSE, LENWADE MILL, NORWICH, NR9 5QA**  
**www.bunwellpc.info**

**Chairman:** J Chapman,  
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**MINUTES of Bunwell Parish Meeting** held on Wednesday 3<sup>rd</sup> July 2024 at the Village Hall, Bunwell.

**Clrs Present at the Meeting:** Cllr J Chapman, (Chairman), Cllr M Booty, Cllr M Crouch, Cllr R Smith and Cllr S Spooner.

**Also Present:** Parish Clerk and 2 members of the public.

MINUTES	ACTION
<b>1. To receive apologies</b> – apologies were received from Cllrs Ward and Watson.	
<b>2. To record declaration of interest from Council members in any item to be discussed</b> – there were no declarations of interest.	
<b>3. To agree the minutes of the Parish Council Meeting held on the 5<sup>th</sup> June 2024</b> - The minutes of this meeting on 5 <sup>th</sup> June 2024, pages 516-537, having previously been circulated to all members, were agreed and signed by the Chair.	
<b>4. Matters Arising from Previous Meeting</b>	
4.1. Update on renewed lease for Playing Field. The Clerk reported that the signed Lease had been received and will now be registered with the Land Registry.	
4.2. Update on signposting on Low Common. Nothing to report.	
4.3. Purchase of dog bin for Bunwell Street opposite Rectory Lane. The cost of a new bin would be £115+VAT and we are waiting for a quote for fixing. When all details are to hand councillors will decide whether to proceed with this purchase.	
<b>5. To receive the District and County Councillors' Reports</b>	
5.1. District Councillor, Suzanne Wateridge, sent a brief report confirming that she has put in an application to the Community Action Fund to help with the upgrading of the electrics at the Village Hall. A decision is expected in October. She has spoken to our neighbouring parish councils at Aslacton, Carleton Rode and Great Moulton to suggest that these councils submit a joint statement to the National Grid objecting to the proposed Pylon project from Norwich to Tilbury. She also mentioned that Aslacton will be looking to replace their Parish Clerk from December when their current Clerk retires if anyone knows of anyone interested in taking over the role.	
5.2. County Councillor, Catherine Rowett, reported that the Road Safety Community Fund has awarded Bunwell a Speed Activated speed limit sign to be erected on The Turnpike coming south from Fornsett where the 40mph speed limit begins.	
<b>6. Resident's Questions</b> – A resident asked if there had been any further news on the proposed building project down Wymondham Road. It was confirmed that nothing has been heard from the Planning Department.	

- 7. To receive and discuss correspondence** – emails received had been forwarded to Cllrs and dealt with as required.
- 8. Working Groups** – to receive updates from:
- 8.1. National Grid Pylon Working Party – the Clerk confirmed that Bunwell’s detailed objection report has been submitted.
  - 8.2. Planning Development Group – there are no updates to report
  - 8.3. Surface Water & Drainage Group – Sarah Goddard reported on her findings when she attended the CPRE Flood meeting on behalf of the Parish Council. The statistics of the flood in December 2020 had been used to be modelled on a 1 in 100 year event, but now that has changed to 1 in every 16 years suggesting that the overall rise of flooding, be it river or surface water run-off, has increased by 20%. The question of Riparian Rights and the responsibilities of landowners to maintain watercourses is very difficult to police but ultimately needs to be addressed if possible. Unfortunately, Sarah and Jason Goddard are not able to carry on their work on this Group, but their efforts on behalf of Bunwell residents has been much appreciated. Hopefully, once the new drainage system is in place in Bunwell Street, the risk of flooding from surface water run-off will lessen and the Group will no longer be needed.
- 9. Highway Matters** – Notice had been received from the NCC Highways Department that a new drainage system is to be installed in Bunwell Street. This work will take approximately 11 weeks and will necessitate closing the road for that time. Councillors recognised that this would be very disruptive for residents, but was necessary to ensure that flooding of properties in the future would not be a problem and were grateful that this expensive project would protect the properties of residents. It was agreed that the Parish Council would wait until Cllr Rowett’s feasibility study is completed before any suggestions are made to improve the safety of pedestrians crossing The Turnpike outside the Village Hall. The Footpath Warden thanked residents who have completed Historical Usage Forms for the footpath from Greenways to Barhams Lane but said that she would be happy to receive more. Cllr Smith reported that he had contacted several homeowners to request that they cut back the hedges on their properties which overhang the footpath making it difficult for pedestrians, particularly those in wheelchairs, or with buggies. Over 50% of those contacted had already trimmed their hedges and more have promised to do so in the near future.
- 10. Playground** – The Annual RoSPA inspection report has been received and there are no immediate repairs required. Ongoing maintenance issues will be addressed as necessary.
- 11. Planning Applications – to discuss and vote on any new planning applications** – No applications had been received since the last meeting.
- 12. Finance**
- 12.1. Payments for the month had been circulated and councillors agreed to these transactions
  - 12.2. The Cashbook balance was noted.
- 13. To receive matters of importance from Councillors** – Cllr Smith said that he was very sad to announce that he will be leaving the Parish Council after the September meeting. He had enjoyed his term of office but was unable to continue in post for

personal reasons. All councillors were extremely grateful for the many years of service he has given to the residents of Bunwell and he will be sorely missed. Cllr Crouch kindly offered to take over Cllr Smith’s responsibilities for distributing notices around the noticeboards in the village and for being the Council’s representative for the Playground. Cllr Booty agreed to be responsible for the security of the Village Hall at meetings. Cllr Chapman said that he would be working on instigating a Village Emergency Plan in the near future and Cllr Crouch offered to help.

**14. To receive items for the next Agenda for Consideration** – To follow up items raised above.

**15. Date of next meeting** – Wednesday 4<sup>th</sup> September 2024 at 7.30pm

**16. Meeting Closed 8.30pm**

<b>UNITY TRUST CURRENT ACCOUNT</b>	
<b>BALANCE AS AT 05.06.24</b>	<b>£22,612.49</b>

<b>RECEIPTS AS AT 05.06.24</b>			
<b>DATE</b>	<b>RECEIVED FROM</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>
<b>BALANCE C/FWD</b>			<b>£22,612.49</b>

<b>PAYMENTS FOR APPROVAL THIS MONTH: UNITY TRUST CURRENT ACCOUNT</b>					
<b>BALANCE AS AT 05.06.24</b>				<b>£22,612.49</b>	
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	<b>PAYE</b>
BACS	R Smith	Noticeboard locks	22.46		
BACS	Village Hall	Rental for Jun	30.00		
BACS	Playsafety	RoSPA Inspection	244.80	40.80	
BACS	M Ridgwell	Jun Salary & Exps	308.75		68.60
BAVS	HMRC	PAYE to end period 3	205.80		205.80
	Unity Trust	Service Charge	18.00		
<b>Total</b>			<b>829.81</b>	<b>40.80</b>	<b>274.40</b>
<b>RECEIPTS</b>					
<b>BALANCE C/FWD</b>				<b>£21,782.68</b>	

**CASHBOOK BALANCE: 05.06.24**

<b>Details</b>	<b>CR</b>	<b>DR</b>	
Cash Book Balance Brought Forward (Unity Trust Bank Current Account) <b>A</b>	<b>£22,612.49</b>		
Receipts this month (see listed above) <b>B</b>			
		Payments this month (listed above) <b>C</b>	<b>829.81</b>
		Cash Book Balance Carried Forward (=A+B-C)	<b>21,782.68</b>
		<b>Unity Balance</b>	<b>£21,782.68</b>

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