

FRETtenham PARISH COUNCIL

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Parish Council Meeting Minutes

Monday 14 September 2026 at 7.30pm

Frettenham Village Hall

Present: Teresa Norton (Chair) Philip Norton (Vice Chair), Cllr Shaun Catterall, Cllr Richard Fisher, Cllr Fiona Tibbitt

Also present: Anne Tandy, Parish Clerk; Dan Roper District Councillor

Members of the Public: 10

1. Welcome. Apologies for absence received from Cllr Keith Robertson.
2. A declaration of interest in items on the agenda from Cllr Philip Norton under item 13 of the agenda relating to the proposed turkey farm. There were no requests for dispensations.
3. An application from Linda Highfield for co-option on to the Council was considered. It was proposed that the application be accepted. All agreed.
4. The minutes of the Parish Council meeting held on 13th July 2026 were proposed as an accurate record of the meeting. All agreed.

19:33 Fiona Tibbitt arrived.

5. Public Forum (including County and District Councillor Reports)

a. Report received from the County Councillor Dan Roper:

- The Local Government Reorganisation decision to divide Norfolk into three unitary authorities has been rescinded. It has not been scrapped completely and may still go ahead in the future.
- Western Link alternatives are being considered. Cllr Roper has been invited to join the committee considering this. It is likely to be a single carriage way further up Fakenham Road over to the A47.
- There are no plans to build an incinerator in Norfolk, this has been misrepresented by the media.
- Changes to planning committees take place from 31 October. There will no longer be an option to call in applications. Developments with up to 9 dwellings must be dealt with by the Planning Officer. Larger developments will be determined by the Chief Planning Officer and the Planning Committee Chair. If a 'call in' has already been made they will be honoured and will be heard in October 2026.
- Greater Norwich Local Plan scoping consultation is currently running. A new settlement is being considered for 3 possible sites in Norfolk which would provide better infrastructure than smaller developments in existing settlements.
- Changes at Willow Farm installing a turkey farm have been raised as a concern. Under planning law, changes of agricultural use do not need to be applied for but buildings do need permission if they exceed the parameters of permitted development. It is understood that a retrospective planning application is being submitted and will be out for consultation in the next few weeks.

b. Residents' questions

- Concern was raised regarding the changes to the access at Willow Farm which does not seem to have been raised with the Highways Department.
- Residents raised various concerns about Willow Farm and the advice given by BDC as to the appearance of the buildings and potential use. Now that turkeys are on site, neighbouring properties are being affected by the noise and smell and run off from the site. Cllr Roper advised that Planning Enforcement are investigating.
- A concern was raised by a resident about the installation of the trod path on Buxton Road and the safety of such a project on a very busy road.
- Information was requested by the landowner looking to develop Belaugh Farm on Buxton Road. This related to the planning application and trod path on Court Hill. Council advised to contact the Highways Engineer for more information.

7 members of the public left the meeting

6. To report progress on any matters arising from the last meeting (for information only)

- Trod path on Buxton Road is being scheduled. The Council will pass on to Highways concerns raised by a resident regarding the safety of crossing outside the Frettenham Service Station.

7. Planning

- Planning application **2026/2144**, for the erection of a storage building at Hainford Place, Spixworth Road, Hainford, NR10 3BX, was previously circulated to Councillors. No objections were raised, and it was therefore resolved that this outcome be ratified.
- Planning application **2026/2523**, for the change of use from commercial coach park to storage of coaches and airport car parking including all associated works, 7 Buxton Road Hainford, NR12 7NQ was considered.

Comments: It was raised that the increase in traffic opposite Veolia, on a bend and a road with a single lane bridge which would struggle to cope with the increased traffic movement. A shuttle bus would also increase traffic movement and during the early hours of the morning. This would result in additional emissions affecting the village. There is also concern for the safety of the road with additional junctions, increased traffic movement on a stretch of road that already does not cope with bad weather. Comments to be submitted for consideration by planning.

- No planning applications were received following publication of the agenda.

8. Frettenham Village Hall

- Information regarding the land at the village hall and the need to have the land recorded with the land registry was discussed it was agreed that this must happen as a priority.
- The costs quoted by nplaw will be in the region of £795.00 +VAT. It was proposed that this is completed now and will be funded by the Parish Council from reserve funds.

9. Allotments

It was resolved that plot 1a needs to be cleared of the fire damaged debris before renting out. Cllr Philip Norton and Cllr Richard Fisher will endeavour to clear this and report back if they think there is anything hazardous which requires professional clearance.

10. Budget 2027/28

- Projects put forward for inclusion in the budget are to include a neighbourhood plan.
- It was proposed to investigate the possibility of a second SAM device under the Parish Partnership Scheme.
- The appointment of Sue Lake as Internal Auditor for 2026/27 at a cost of £75.00 was agreed as an independent auditor. Propose Cllr Teresa Norton and Seconded by Cllr Shaun Catterall.

- d. The Conclusion of External Audit for 2025/26 was presented. An except for matter was raised by the external auditor that there was a discrepancy in the value of assets. The Clerk explained that this was an administrative oversight and how now been rectified.

11. Reports

- a. An update on the village newsletter was given by the Clerk.
- d. An update on Highways matters was heard.
- e. A report on the activities of the village hall was presented by Philip Norton. Bookings are going well but the cost of cleaning is becoming an issue as a knock-on effect. Hire rates may need to increase to reflect this.
- f. The SAM2 Reports July and August were noted. Buxton Road continues to record issues with excess speed.
- g. A report was given on the regular play area inspections and identified issues. There was nothing in addition to those reported in the latest RoSPA inspection.

12. Accounts

- a. The bank Reconciliation to 31st August 2026 was agreed. The balance of all accounts including reserves is: £20,461.24.
- b. Only one quote has been received for cleaning the bus shelter and play and gym equipment at a total cost of £370.00 +VAT. It was agreed to request the cleaning of just the bus shelter at a cost of £120.00 +VAT.
- c. A quote for a new bench at the bus shelter on School Road was overlooked and will be considered at the next meeting.
- d. The Local Government Pay agreement of 3.3% was noted.
- e. The purchase of a Poppy Wreath at a cost of £24.99 was agreed.
- f. The payments listed below for September 2026 were approved. The online authorisers will be Teresa Norton and Shaun Catterall.

No.	Date	Supplier	Account name	Net	VAT	Total
351	14/09/2026	Anne Tandy	Home Working/Travel Expenses	-70.70	0.00	-70.70
352	30/09/2026	Unity Trust Bank	Bank Fees	-7.00	0.00	-7.00
353	28/09/2026	Anne Tandy	Clerks Salary inc back pay	Redacted	Under	GDPR
354	14/09/2026	Cartridge People	Stationery	-9.73	0.00	-9.73
355	14/09/2026	Anne Tandy	Village Hall	-14.00	0.00	-14.00

13. Correspondence

- Multiple residents' emails reporting a possible planning breach in the form of a potential Turkey Farm on Buxton Road and asking for the Parish Council to seek clarification from the planning authority – *It was agreed that the Clerk makes contact with Planning Enforcement at BDC for clarification.*
- Broadland District Council – Town and Parish Council Forum
- National Allotment Society Newsletter Correction
- Airfields of Britain Conservation Trust – Proposal to Commemorate Frettenham Airfield with a permanent memorial plaque. *To be move to the next agenda for discussion.*
- Frettenham Village Hall – Invitation to AGM on 7th September 2026
- Greater Norwich Local Plan 20245 Scoping Consultation
- Anglian Water – Invitation to Norfolk Parish Council Webinar

- Broadland District Council – New NPPT published and updated Council Neighbourhood Planning guidance
- Ormiston Families – Funding Request for work in Norfolk
- Temporary Traffic Order – Buxton Road, Frettenham
- National Allotment Society – September Newsletter
- Norwich Western Link Project Update
- Broadland District Council – Free Community Climate Action Training
- Invitation to the Town and Parish Council Forum – 22 September 2026

14. Items for the Parish Council meeting on Monday 12th October 2026 at 7.30pm Frettenham Village Hall

- Memorial Plaque for Frettenham Airfield
- Bus shelter bench
- Update on matters relating to the 'Turkey Farm' on Buxton Road

Meeting closed at 21:03