

MEETING OF SWANTON MORLEY PARISH COUNCIL

MEETING MINUTES

Monday 9th February 2026 AT 7.30PM

SWANTON MORLEY VILLAGE HALL

Councillors Present: Mr R Atterwill (Chair), Mrs B O'Dowd (Vice Chair), Mr J. Venworth and Mr J. Phillips, Mr B. Powter, Mr S. Gauntlett and Mrs A Walker-Fraser

Also in attendance: Kelly Pickard (Clerk) and no members of the public

At the start of the meeting Councillor Atterwill held a 1 minute silence in memory of Henry Hank Harris.

Matters Raised Under Time Allocated to the Public

No public were present

County Councillor report:

County Councillor Borrett had sent a report ahead of the meeting. This is available on the website.

District Council report

District Councillor Atterwill reported that Breckland Council cabinet had decided to write off a substantial debt for the Breckland Bridge project. At the last full council meeting Councillor Atterwill invited them to apologise to the council tax payers of Breckland. This request was refused.

Council Tax is being increased for 2026.27 by the maximum amount.

Breckland Council have put together a task force to deal with the NR19 issue along with a public space protection order for the town centre.

Breckland Council have changed their policy in relation to transferring land that they own to local communities in Breckland. Breckland Council are using Swanton Morley as a model for other parishes to follow.

Councillor Atterwill has also been contacted by Denbury Homes Ltd, they are working with the local landowner on the field opposite the school and require assistance from District Councillor Atterwill to contact Norfolk County Council concerning a land strip on Hoe Road East.

The Meeting Went into Session

1. To Accept Apologies for Absence

Apologies were received from Councillor Phillips, accepted by Council

2. To Receive Declarations of Interest

Councillor Powter declared an interest in item 9c

Councillor Turner declared an interest in item 9c

Councillor O'Dowd declared an interest in item 7b

Financial Year 2025/2026

3. Minutes from the Parish Council Meeting of 8th December 2025 to be accepted, initialled, and signed.

Councillor Venworth proposed that the minutes are accepted as an accurate record of the meeting seconded by Councillor O'Dowd and carried

Councillor Turner, Councillor Rodrigues and Councillor Walker-Fraser abstained due to non-attendance

4. Matters arising from Minutes of 8th December 2025 (For Exchange of Information Only)

Non raised

5. Minutes from the Parish Council Budget meeting of 19th January 2026 to be accepted, initialled, and signed.

Councillor Gauntlett proposed that the minutes are accepted as an accurate record of the meeting seconded by Councillor O'Dowd and carried

Councillor Turner, Councillor Venworth, Councillor Walker-Fraser and Councillor Rodrigues abstained due to non-attendance

6. Matters arising from Minutes of Budget Meeting held on 19th January 2026 (For Exchange of Information Only)

None were raised

7. Finance

- a. Accounts to approve for payment

Payee – February 2026	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 10	Bacs	£3876.44	
S2 Computers	IT Support	Direct debit	£170.28	£28.38
NGF Play	Gooseberry Hill	Bacs	£1848.37	£308.06
Garden Guardian	Grass cutting 2025.26	Bacs	£5952.00	£992.00
	TOTAL		£11,847.09	£1328.44

Councillor Turner proposed that the payments are made seconded by Councillor Powter and carried

Councillor O'Dowd left the room

The Clerk reported that Dereham Band may now begin asking for a fee for the 'Carols in the Church' event. Historically there has been an agreement where Dereham Band would perform the Carol Concert and in exchange there was a reduced hire fee for the Brass on the Grass event. The suggested fee is likely to be £100.

Councillor Atterwill proposed that the fee of £100 is accepted subject to the outcome of the Dereham Band committee meeting seconded by Councillor Venworth and carried

Councillor O'Dowd re-entered the room

b. Income to be reported

Income Received – January 2026	Details	Amount
Swanton Morley Village Hall	Grass cutting	£297.50
HMRC	VAT reclaim	£3272.30
Norfolk County Council	Bus shelter funding	£4143.20
Barclays	Allotment tenants	£1367.50
	Total	£9080.50

8. Land and Planning

a. To consider responses to Breckland District Council for any planning applications:

PL/2025/1836/VAR - Hospital Farm Annex Woodgate, Swanton Morley - Removal of Conditions 3 & 4 on 3PL/2018/1087/F

Councillor Powter proposed that the Parish Council respond that they are happy to forgo clause 3, however the Parish Council would not support forgoing clause 4 conditions seconded by Councillor Turner and carried

b. To Receive Report on Planning Decisions by Breckland District Council

None received

c. To receive an update on the Neighbourhood Plan review

The Clerk reported that the consultation period is now closed. The next step is to request a list of examiners from Breckland Council. The Clerk will follow this up.

d. To consider and respond to Breckland Council’s Regulation 18 Local Plan Consultation

The Local plan consultation ended in December and Breckland Council are currently considering all of the responses.

e. To receive an update on the transfer of land for Swanton Vale

The swing seat in the play area is yet to be replaced, this is being dealt with by Kompan.

The Clerk reported that a request had been made concerning the wording in the S106 agreement, **this** has been sent to the solicitor for clarification.

A further update will be provided at the March meeting.

f. To receive a report for an easement and consider any actions necessary

Councillor Atterwill had been contacted by a resident who had historically requested an easement over the Village Green. At the time an agreement could not be reached so this was not finalised.

The resident has now requested the easement as they are selling the property, they have agreed to cover the legal fees for this to be completed.

The Clerk is awaiting the other party solicitor contact.

g. To receive a report on the transfer of Breckland Council owned land to the Parish Council and arrange a site visit

It was agreed that a site visit would take place on Friday 20th February at 4pm.

9. To Consider Matters for Attention for the Following Parish Assets:

a. Churchyard at All Saints’ Church

The Churchyard is in good order. Nothing to report.

b. Swanton Morley Burial Ground

There is a report of moss on the footpath.

Outside the entrance gates is breaking away and forming potholes.

The plumber is attending site to repair the water pipe.

Financial Year 2025/2026

c. Swanton Morley Allotments

Councillor Turner reported that there is now one and half plots available in the allotments.

New tenants have begun work on the site and it is starting to get busy again.

There was an issue with the padlock by the container.

d. Swanton Morley Open Spaces (Gooseberry Hill, Village Green and Davidson Park)

Councillor Venworth had sent his reports ahead of the meeting for consideration.

i) To receive an update on the outstanding work on Gooseberry Hill

This work is now complete.

ii) To discuss the tree nursery and consider replanting 14 trees

Councillor Venworth had circulated a report ahead of the meeting for consideration.

This was with reference to moving and replanting the trees from the tree nursery.

Upon inspection with Mr O'Dowd it was determined that the trees could remain in situ for another 12 months.

Councillor Venworth had also begun the process of obtaining further trees to be planted in a community orchard.

These are now available, so a location was discussed.

It was agreed that they could not be planted on the allotment site due to the rules of the tenancy however they could be stored short term on the site.

It was also discussed that there may be other options of locations to plant the trees when the land transfer of Swanton Vale is complete.

It was agreed that Councillor Venworth would circulate an email to Councillors once he has the trees.

e. Common Lands

The Clerk is awaiting a date from Broadscape when the work to the river work will be complete on Burgh Common.

There will be a site visit in March/April at Mill Common to discuss the fencing requirement ahead of the cattle being moved on in May.

f. Streetlights

Councillor Atterwill reported that the streetlight on Ward Crescent has 'no head'. This is being chased up by the Clerk.

The Chair and Clerk will schedule in a date to speak to the residents on Greengate concerning the installation of a new streetlight, ahead of placing the order in March.

g. Village paths (Rights of Way)

Councillor Walker-Fraser reported that there are still issues on some of the footpaths with dog mess. Harkers Lane is becoming a problem for this.

It was also reported that a black Volvo has been parking on the end of Green Lane – it was reported that this is a restricted byway 5 and no motorised vehicles are allowed to use it. If this issue continues the Chairman has requested that the vehicle be reported to the relevant authority.

There was also a report of a vehicle parking on the footpath and the grass area opposite the shop.

h. Noticeboards

All noticeboards are up to date.

10. Highways

a. To receive reports of Highways faults / matters for attention

Potholes are starting to form again in various locations. These have been reported.

The Clerk has reported the white lines outside the shop need repainting as vehicles are using this to turn onto Elsing Road. It was suggested that the Clerk request another survey.

The resurfacing work on the bridges is scheduled in.

b. To receive an update on the Community Speedwatch

Dates for the next three sessions have been circulated to the volunteers, they are confirmed in for 27th February and 13th March

c. To discuss a Swanton Morley Community Neighbourhood watch

Councillor Gauntlett reported that the parishioner who was having some issues with anti-social behaviour has not experienced any further problems recently. The Clerk had spoken to Breckland Council regarding this and if there are future issues then they will conduct a visit.

There was also a report that police were in attendance to another property in the village.

Breckland Council Safer Neighbourhood team are involved with this issue.

The Chairman asked if there had been any reoccurrence of issues involving the paper boys/girls at the end of Ainsworth Close, it was reported that there had not.

d. To receive an update on the installation of a bus shelter

The Clerk reported that the funding has now been received and the Clerk is awaiting the date from the contractor.

e. To receive an update on the Parish Partnership

The Clerk reported that the Parish Partnership team had queried the quote for the line marking outside the school as part of the application, this has been reduced by the highway engineer from £3073 to £1448 saving the Parish Council £812.51.

f. To receive an update on the Asset of Community Value

Councillor Atterwill reported that the Angel has now been registered.

It was reported that the roof needed some work to be carried out.

Councillor Atterwill suggested that the Clerk contact the Heritage Buildings Officer at Breckland and let them know we are aware that repairs need to be made to make sure the building doesn't deteriorate and ask if he can he approach the owners and request access to the building to survey it.

It was also reported that the registration for Darby's expires in July.

Councillor Venworth proposed that the Clerk renews the listing seconded by Councillor O'Dowd and carried

g. To receive an update on the speeding issues on Greengate

i) To receive parishioner correspondence

Clerk has received correspondence from a parishioner concerning the speeding issues on Greengate following my response in December.

The Clerk had contacted Norfolk County Council to request some information, and the response was sent to the resident in December.

Following the response, the resident requested that the Parish Council considers requesting a 20mph speed limit.

This had already been addressed by Norfolk County Council in their previous response.

The parishioner had also requested that the Parish Council allocate a sum in the budget to help with speeding issues. This is allocated for the Parish Partnership to assist the parking and speeding issues outside the school.

Councillor Atterwill responded that the Parish Council are already trying to address the issues of speeding in the village with the limited number of schemes that is allowed.

The Parish Council can request a network safety survey in the Village however this is at a cost of £5000.

Financial Year 2025/2026

The Clerk had also requested a safety audit on that stretch of road and was told that the statistics of collisions and accidents reported does not warrant a survey.

h. To discuss the Christmas Tree on Greengate

i. To receive parishioner correspondence

The Clerk had received several emails from a parishioner concerning the lack of Christmas Tree on Greengate.

Councillor Atterwill had reported before Christmas and it was published in the Mardler that due to circumstances, there would only be one Christmas tree in the Village next to the flag pole.

This is purely a donation and voluntary service that is provided to the Parish as a gesture of goodwill to provide Christmas cheer.

The parishioner suggested that he Parish Council have a contingency to provide these trees in future, the Clerk had obtained a quotation of £2000 to provide, install and purchase batteries to light all of the trees and then remove them all.

It was agreed by the Parish Council at the budget meeting that this is not a priority for the budget, there are more important services to provide the village.

The parishioner had also suggested that the Christmas tree location could be rotated each year.

It was agreed by Council to respond to the parishioner that this has always been done by willing volunteers to supply, install and light the trees, it is not a statutory function of the parish council and the council are hopeful that this will continue for years to come.

11. Correspondence (For Exchange of Information Only)

None received

Meeting to Be Suspended for Further Time Allocated to the Public

12. Any item to be reported for the next agenda

Land transfer site visit

Streetlight on Greengate

Update on the bus shelter

13. To Confirm the Date & Time of the next Parish Council meeting to be held on Monday 9th March 2026 at 7.30pm

All agreed

14. To receive a proposal to close the meeting to the press and public for item 15, for the reason that the content of discussion relates to Parishioner correspondence (permitted under Section 1, para 2 of the public bodies (Admission to Meeting Act 1960).

Councillor Rodrigues proposed that the meeting is closed seconded by Councillor Gauntlett and carried

15. Parishioner correspondence

Approved by _____

Signed _____

Date _____