

BAWBURGH PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday 20 November 2025

At 7pm Held at Bawburgh Village Hall

Present: Peter Markham – Chair (PM) Tony Collins (TC)
Phil Quinn (PQ) Kay Hipperson (KH)

Others Present:

7 members of the public

1. Apologies

Apologies were received from Alex Findlay, Kathryn Cross and David Bills.

2. Interests

There were no interests declared.

3. Minutes

The minutes of the meeting held on Thursday 18 September 2025 were agreed and signed by the Chair.

4. To receive reports from County/District Councillors/Police and Public Questions

4.1 Apologies had been received from the District Councillors.

4.2 There was nothing to report from the Police.

4.3 There were no points raised.

PC closed to allow public participation

5. Newly reported items

5.1 Parking on St Walstans Meadow and Stocks Hill

Residents were present to discuss the situation of parking when people were using the village hall and due to the number of visitors to the Village Hall, the excessive parking on St Walstans Meadow and Stocks Hill. The weekday issues were associated with the use of the hall by the Bridge Club. The chair of the Bridge Club had been encouraging car sharing and had been organising the parking as best as he could. Whilst it was acknowledged that local residents were concerned about the parking, it was agreed that the Village Hall Committee would be consulted.

5.4 Electric Car Charging Point

Dr Tait, the past Secretary of the Village Hall Management Committee, gave a brief presentation of the situation and what had led to his resignation. He handed around a photograph of a charging cable hanging dangerously over the footpath, and also a photo of the charging point showing his sign, requesting people not to use the unit until the procedure for its use was made safe. The photo shows a charging cable attached, demonstrating that the sign is not effective.

Councillor Collins said he knew where Dr Tait was coming from. Councillor Collins said the use of the charging unit “was dangerous” and he suggested that the whole unit was covered, possibly with a cover made of canvas, to prevent people from using it until the procedure of using the unit was made safe.

One of the residents suggested that it was covered immediately with a large black bin bag.

Councillor Collins said that this was the first time he had been made of the issue, and there were concerns raised if the Parish Council was being kept fully informed of the business of the Management Committee.

Councillor Collins also wondered why the Committee had been set up in the first place and if it had a legal basis. Dr Tait explained how a deed had been set up in the late 1930s, by the Parish Council, that permitted the setting up of the Committee to run the village hall on their behalf. This had then resulted in the production of a Constitution, a Handbook, a Health and Safety Policy, risk assessments and procedures to support the running of the hall, all of which can be found on the Document Management System.

The Chairman said that the Committee had bought a collapsible frame, that car users could put around a charging cable when charging a car. However, comments from the public suggested that this was not workable. The Chairman also reported that he had made several attempts to speak to the company who installed the units as well as South Norfolk Council.

The Chairman said that a contract had been signed, stating that the charging unit would be available 24 hours a day 365 days of the year.

It was suggested that in the short term, the unit would be covered. However further conversations would be held with those that can help solve the issue.

The meeting re-opened

5.2 Bawburgh Churchyard contribution

A contribution of £350 was agreed.

5.3 Bawburgh PC website

The Council agreed that the website needed updating and this would be organised.

7. Highways

7.1 There were no issues raised.

8. Planning

8.1 TC reported that he had recently attended the planning application for the Crocus development. Himself, Ian Tait and Kathryn Cross all spoke eloquently against the application.

8.2 The recent school application was also briefly discussed. The applicant had issued a new planning statement. There had been objections from highways and the highway authority. The PC would continue to object on the basis that there were more suitable sites.

9. Finance

9.1 The financial statement was agreed.

9.2 The following payments were agreed;
Nicola Ledain – October / November salary £426.20 plus £20 WFH £446.20
Tony Collins: £177.60

10. Comments from individual Council members (for information only).

The transit traveller site used for temporary stays was currently full.

11. Items for next meeting

12. The date of the next meeting was noted as Thursday 15 January 2026.

Meeting finished at 9.15pm