



Burston and Shimpling Parish Council

Minutes of the Parish Council Meeting

Wednesday January 7th, at 19:30

Strike School, Church Green, Burston.

Present:

Alison Wakeham	AW	Chair, Responsible Finance Office (RFO)
Keith Cowley	KC	
Angela Belgrove	AB	
Anita Hughes	AH	
James Gowing	JG	
Fran Sharp	Clerk	Clerk to the Parish Council
Members of the public	3 +	County Cllr. Dr. C. Rowett and District Cllr. J. Easter

92. The Chair welcomed everyone to the meeting. Wished everyone Happy New Year and thanked them for coming. **Apologies.** Received from Cllr. L. Phillips.

93. **Declarations of Interest regarding items on the agenda.** No declarations of interest received.

94. **Public participation and Councillors Reports.** The Chair invited the public to participate. A concern was raised that there would be a large funeral in the village later in the month and that attendees may try to park on the green although no parking signs are clearly visible. Cllr. K. Cowley will review need for further no parking signs. Suggestions made that possibly the pub be approached for attendees to use their car park. Also, resident will help with parking using Strike School. A resident wished to follow up from their attendance at the meeting in November where the presentation from 2Ag took place.

- Resident stated that they felt the Parish Council (PC) and residents had been “hoodwinked”. Since the meeting in November there had been an environmental spill and a burst water main on the road outside the Mill. Resident asked the PC what they thought following the presentation. Response from PC - there is no legislative power that the PC can use to stop the Mill working 24/7. The PC stated that perhaps 2Ag have not been as straightforward as they could have been.
- Resident continued stating that they feel that PC could be more supportive, that the PC are not on the side of the residents - lorries are waking people at 05.00, roads are being damaged. **Response from PC** – Cllr. K. Cowley has lodged a report with Highways regarding the roads not being suitable for the quantity of lorries using them. PC informed the meeting that anyone affected by noise would need to report to Environmental Health and the PC have been informed that there is greater impact if individuals report the issue

than if the PC reports as a concern. The PC states that as individuals who live in the villages themselves have reported to Environmental Health.

- Resident asking for more support from PC. **PC response** what type of support? The resident stated that PC had attended meetings with the Mill management that residents were not invited to. **PC response** that initially there was a meeting that involved commercially sensitive information which could not be shared publicly.
- Resident stated that the residents were not aware of this Parish Council meeting taking place. **PC response.** At the last meeting it was requested that draft minutes be posted on the website. This was agreed as a trial and no comments have been received. Meeting dates are listed on minutes, on the website and on the noticeboards in the villages.
- Discussion regarding lorries queuing both on road from A140 to Shimpling and in Mill Road to the Mill. **PC response** that Highways have been informed of lorries queuing. The Mill has also been made aware of this.
- District Cllr. J. Easter informed the meeting that he would be going to the office in Norwich on Thursday and will request monitoring of noise levels by Environmental Health. District Cllr. J. Easter will also speak with the Beat Officer re lorries parking up blocking highway and that emergency vehicle access is being blocked. County Cllr. Dr. C. Rowett suggested compiling a list of the actions PC have undertaken to support residents with issues regarding the Mill workings. Cllr. A. Hughes informed the meeting that on a positive note they are beginning Speed watch again however, only 2 residents have volunteered to assist. Suggestion made that resident who has attended posts information to inform the Villagers of the discussions at the meeting this evening and of the work that is being done. PC emphasised that 2Ag is a very large national company owned by an investment company and the local Mill manager must abide by the Company decisions. It is a private company, and no one can tell them what they can and cannot do. The PC informed the meeting that they have done as much as they can to bring the residents issues to the attention of the Mill management. All the Councillors are upset by everything that has occurred. County Cllr. Dr. C. Rowett will request an online meeting with Highways. Regarding the chemical spillage this was reported to the Mill by PC Vice Chair. The Mill responded with the appropriate process, however, unclear if this process also includes reporting to the Environment Agency. PC suggests writing to the Mill Manager following this meeting, to express views again possibly writing to 2Ag Senior Team and including local Mill Manager. The PC are due to meet with Mill Manager again at the end of the month. Resident left the meeting the Chair thanked them for attending.

- Questions from District Cllr. J. Easter clarifying Mill working hours. General discussion regarding need to keep relations between Mill and PC – Mill is part of Community. It was noted that 2Ag lorries appear to be driving more slowly however, contractors and sub-contractors are an issue.
- County Cllr. Dr. C. Rowett emailed a report which was circulated prior to the meeting, with a paper copy in the minute file. A section of the report regarded Norfolk Trails Public Survey. “The council is seeking feedback to ensure that the future of Norfolk’s Trails aligns with the values and preferences of residents. A public survey is being conducted to gather community input, which will inform the long-term planning and improvement of the trails, with the aim of enhancing accessibility for all. Please encourage residents to do the questionnaire (there’s also a prize draw!) Find it at”
<https://research.audiencesurveys.org/Interview/1b4334d0-3a8e-4445-8397-dd99353abf9b>. County Cllr. Dr. C. Rowett informed the meeting that there will be a tranche of money for infrastructure. Discussion around devices for clearing snow from paths and cycle lanes, also around bus services. The bus service in Burston has recently been taken over by a new provider. The PC informed County Cllr. Dr. C. Rowett that the last bus from Norwich to Burston leaves Norwich at 16.20. Could there be a bus service that provided a circular route to enable residents to get to Dickleburgh where there is an hourly service to Norwich. The meeting was informed that Borderhopper service was not as available due to funding issues. Chair thanked County Cllr. Dr. C. Rowett for the report. District Cllr. J. Easter informed the meeting that the new leisure centre in Diss is due to begin building in April 2026. The offices at the front will be for the Mental Health support team with the gym, children’s area, and café at the rear of the building. The land that had been earmarked for new GP surgery will now be used to build a block of flats as the local GP / Health Services declined the offer of the use of the land. All the plans for development have been published online. District Cllr. J. Easter informed the meeting that the budget for SNC has for services from Government has been reduced by 1.5m annually with further reductions over next 2 years. The new homes bonus has been withdrawn and the waste food collection service which initially was to be funded by national government will now have to be funded by SNC. Business rate reset has also been withdrawn, and the Council will be meeting on Thursday to review how they can support small businesses. Cllr. K. Cowley requested the PC be informed of the outcome of this meeting.

95. The Minutes from meeting held on November 19th, 2025, were approved. Proposed by Cllr. K. Cowley, seconded by Cllr. A. Belgrove all in agreement.

96. Matters Arising. The PC are awaiting a date for the school flashing signs to be installed. The Chair thanked Cllr. K. Cowley for his actions in regarding the lorries for the new development in Diss using the villages as a cut through.

97. The Correspondence List was noted. Query raised by Cllr. A. Belgrove clarified by Chair.

98. Finance papers

98.1. Payments and receipts since the previous meeting **were approved.**

98.2. The monthly statement of accounts for November and December 2025 were agreed by all.

98.3. The 3rd quarterly reconciliation was approved.

98.4. 2026/2027 Budget and Precept discussions. It was decided to reduce some costs listed in the draft budget. **ACTION:** Chair to circulate revised budget. It was suggested to reduce the time period for port a loo in the recreation field for 2026 for summer months only June - September. (2025 hire period was from May to September). Resident from Open Gardens scheme suggested that PC apply to Open Gardens for a grant to fund the port a loo. Applicants can only apply every 2 years suggested that application be for May 2026 and May 2027 therefore extending the time frame from May to September. **ACTION:** Cllr. K. Cowley to complete application form. Further reductions in budget agreed, reducing maintenance of Churchyard donation. The Youth Café have received a large grant from District Cllr. J. Easter therefore PC will withhold grant for 2026/2027. Suggestion that Pastor Sam be asked if there is anything specific the PC can contribute a grant to maximum of £100. Cllr. A. Hughes made some suggestions to raise funds including Street Food vendors, **ACTION:** Cllr. A. Hughes will post on Face book to see if there is any interest. Cllr. A. Wakeham to review regulations regarding PC and other sources of raising income. Discussion around grass cutting costs. **ACTION:** Cllr. A. Wakeham to negotiate with provider re costings for 2026 including possibility of bin emptying. **The Budget for 2026/2027 was agreed by all.**

98.5. The Band D rate for 2026/2027 is £68.00 (an increase of £3.000 raising a Precept of £15,028 agreed by all.

98.6. Discussion around contribution to Unite for use of Strike School. **ACTION:** Cllr. A. Wakeham to liaise with Unite.

99. Planning. Decisions on planning applications noted. The PC were pleased to note that comments put forward regarding 2025/3253 had been referred to in the planning decision regarding lighting and the hedges have been reinstated.

- 100. Highways and PROW Recreation Ground Update.** Cllr. A. Hughes states nothing to report on footpaths. Cllr. K. Cowley informed the meeting that he has emailed Highways regarding lorry parking and 20mph signs in villages, awaiting response.
- 101. Recreation Ground Update.** Main work for recreation ground is volunteers needed to help prune trees in Community Orchard. Cllr. K. Cowley will be putting together a working party in the next 2-3 weeks. Cllr. A. Hughes will be able to help. Regarding letter sent to PC by school pupil asking if there can be nets on football posts. **ACTION:** Cllr. K. Cowley to cost and investigate how to proceed. Clerk to acknowledge letter.
- 102. Annual Meeting format.** The annual meeting for the Parish takes place in April. **ACTION:** all to consider ideas of the format for this year's meeting.
- 103. AOB.** The collection of litter and tree guards from the wood behind the mill was very successful. Cllr. A. Hughes discussed the Resilience plan. It was decided that a paper copy be circulated with the next edition of the Planet and that residents are encouraged to respond online. Cllr. K. Cowley will contact the company that recycles medicine blister packs to possibly begin this in the Parish.

Date and time of next meeting Wednesday March 25th, 2026, 19.30 at Strike School, Church Green, Burston.

Meeting closed at 21.27. The Chair thanked everyone for attending.

APPENDIX I – Minute 97 Schedule of Correspondence not on the Agenda – Received From 17/11/2025– up to and including 30/12/ 2025

	Subject	Received from	Contents	Action
1.	Email	Resident	Query re tree felling (further 2 emails)	D/W Chair 17/11/2025
2.	Newsletter	Norfolk ALC	Update re Upcoming government consultation on LGR	Fwd to all 19/11/2025
3.	Email	NALC	Voting opportunity for NALC governance elections	Fwd to all 19/11/2025
4.	Email	NCC	Regarding Government Consultation on LGR	Fwd to all 20/11/2025
5.	Newsletter	NALC	Chief Exc bulletin	Saved to shared drive 21/11/2025
6.	Newsletter	Norfolk ALC	Information regarding LGR reorganisation	Saved to shared drive 21/11/2025
7.	Newsletter	NCC Trading Standards	Latest scams and recall alerts	Saved to shared drive 21/11/2025
8.	Newsletter	CADAT (formerly CAB)	New Chief Ex appointed	Saved to shared drive 21/11/2025
9.	Newsletter	Parish Online	Latest information from Parish Online	Saved to shared drive 27/11/2025
10.	Newsletter	AJG (Insurance)	Winter Update	Saved to shared drive 27/11/2025
11.	Newsletter	NALC	Chief Exc Bulletin	Saved to shared drive 27/11/2025
12.	Email	East Pye Solar	Update re Consultation Closure	Saved to shared drive 27/11/2025
13.	Newsletter	Norfolk ALC	Latest information re LGR and updates	Saved to shared drive 28/11/2025
14.	Newsletter	NCC Trading Standards	Latest scams and recall alerts	Saved to shared drive 28/11/2025
15.	Newsletter	CANs	Empowering Communities newsletter	Saved to shared drive 28/11/2025
16.	Newsletter	Norfolk ALC	Info re LGR	Fwd to all 03/12/2025
17.	Email	SNC	Consultation Re Licensing of sex entertainment venues	Fwd to all 03/12/2025
18.	Newsletter	NALC	Latest Chief Exc bulletin	Saved to shared drive 04/12/2025
19.	Newsletter	NCC Trading Standards	Latest scam and recall alerts	Saved to shared drive 04/12/2025

	Subject	Received from	Contents	Action
20.	Notification	Town & Country Planning Association	Information regarding forthcoming webinar re Norwich – Tilbury Project	Fwd to all 11/12/2025
21.	Newsletter	NALC	Latest Chief Exc bulletin	Saved to shared drive 12/12/2025
22.	Newsletter	NCC Trading Standards	Latest newsletter	Saved to shared drive 12/12/2025
23.	Newsletter	Healthwatch	Information regarding accessing healthcare over festive period	Saved to shared drive 15/12/2025
24.	Notification	NCC TRO	Forthcoming road closure Diss	Fwd to all 17/12/2025
25.	Notification	SNC	Consultation notice re LGR	Fwd to all 17/12/2025
26.	Newsletter	NALC	Chief Exc bulletin	Saved to shared drive 18/12/2025
27.	Newsletter	NCC Trading Standards	Latest scams and recall alerts	Saved to shared drive 18/12/2025
28.	Newsletter	CANs	Latest from CANS	Saved to shared drive 18/12/2025
29.	Notification	SLCC	Membership renewal information	Fwd to Chair for information 23/12/2025
30.	Presentation and Notes	Town and Parish Forum	Notes and slides from latest forum	Saved to shared drive 23/12/2025
31.	Email 24/12/2025	Resident	Future of Church	D/W Chair replied to resident 29/12/2025

Planning Applications

	Subject	Between/ from	Contents	Action
32.	Weekly planning list week commencing 17/11/2025	SNC	Application 2025/3556 No decisions made	Nil
33.	Weekly planning list week commencing 24/11/2025	SNC	No applications received or decisions made 2025/3419 received 25/11/2025 Received 27/11/2025 amended application 2025/3253	Fwd to all Fwd to all
34.	Weekly planning list week commencing 01/12/2025	SNC	No decisions made. 2025/3419 previously received	Nil
35.	Weekly planning list week commencing 08/12/2025	SNC	No applications received. Decision made ref 2025/3277 approved with conditions	Agenda item for 07/01/2026
36.	Weekly planning list week commencing 15/12/2025	SNC	No applications received or decisions made	Nil
37.	Weekly planning list week commencing 22/12/2025	SNC	No applications received. Decision made on application 2025/3253 approved with conditions	Agenda item for 07/01/2026
38.	Weekly planning list week commencing 29/12/2025	SNC	No applications received or decisions made	Nil

Postal Correspondence / Telephone Message

	Subject	Received from	Contents	Action
1.	Letter	Open Spaces Society	Request to “help reboot our legal-action fund”	Fwd to Chair - Filed
2.	Letter by Hand to	Pupils Burston School	Thanking the PC for the Insect Hotel	Chair circulated to all Councillors.
3.	Letter by Hand	Pupil Burston School	Asking the PC if there can be nets on the football goal posts in the recreation field.	Chair circulated to all Councillors.

Payments made since 19th November 2025

Transaction No.	Payable To:	Reason (Budget Category)
P25/080	Isobel Cowan	Others: Burston_CG
P25/081	Post Office Counters	Admin: Stationery
P25/082	Tesco Stores	Admin: Stationery
P25/083	Hadleigh Drake	Maintenance: Village_Caretaking
P25/084	N Sharp	Maintenance: Inspections
P25/085	F Sharp	Clerk: Salary
P25/086	Amazon	Maintenance: Church_Green
P25/087	Open Spaces Society	Admin: Subscriptions
P25/088	Amazon	Maintenance:
P25/BC9	Lloyds Bank	Admin: Bank_Charge
P25/089	N Sharp	Maintenance: Inspections
P25/090	P Newby	Maintenance: Recreation_Ground
P25/091	South Norfolk Council	Maintenance: Inspections Annual
P25/092	F Sharp	Clerk: Salary
P25/093	Julie M Evans	Others: Burston_CG

Receipts since last meeting:

Transaction No.	Paid By:	Reason (Budget Category)
ARR009	Lloyds Bank	Income : Interest
R25/012	Burston Community Group	Others: Burston_CG