

Belton with Browston Parish Council Meeting

CHAIR: JASON RISEBOROUGH VICE CHAIR: ADRIAN MYERS

Minutes from the Parish Council meeting held on 1st September 2026 At New Road Sport & Leisure Centre

IN ATTENDANCE: J. Riseborough (Chair), A. Myers, M. Greenacre, K. Barber, S. Neal, N. Light, D. Cook, K. Comer, D. Dawson, P. Holmes, K. Ruddock (Parish Clerk) a five members of the public including Borough Cllr Murray-Smith.

The meeting commenced at 7.00pm

PUBLIC SECTION

- GYBC Local Plan scoping consultation “Call For Sites”

Mr Botwright, the Chairman of the Belton with Browstom, Burgh Castle and Fritton with St Olaves Neighbourhood Plan Steering Group, was present at the meeting to urge all Councillors and members of the public complete the online questionnaire which has been created due to changes to the national planning system, i.e. an increase in the number of houses to be built in the Borough. The closing date is 5th October 2026, the consultation can be accessed using the following link.

<https://storymaps.arcgis.com/collections/00b5de14aa814bbeb92cb8a9f836a5e9?item=12>

This consultation relates to a 'Call for Sites' for additional development to the already agreed figure. Among the borough's larger villages, housing growth has been most notable in Hemsby, Hopton and Martham, while places such as Ormesby St Margaret, Winterton and particularly Belton have seen comparatively limited development. A key element of the planning reforms is the introduction of National Development Management Policies (NDMPs) which are intended to provide consistent planning rules across the country. Local Plans cannot duplicate national policies and therefore any local or neighbourhood plan policies that conflict with NDMPs will carry very limited weight. Mr Botwright confirmed an article explaining this has been produced for the Village Voice Magazine.

- Burnt Out Car – Browston Lane

It was agreed for the Clerk to contact PC Sagers to find out what is happening with the burnt out car which has been on left on the verge next to Browston Lane (near to the Lound cross roads), as it has been there for some time.

- Church Lane – Road Closure

It was agreed for the Clerk to contact the Highways Engineer to find out why the neighbouring properties had not received notification of the forthcoming road closure. To ask what the scope of work will be, and if a copy of the environmental and safety risk assessments can be provided which can then be viewed by the public.

- Church Lane – Grass Verge

It was reported a section of grass verge has been dug out next to Church Lane and gravel has been put on the section of land. It was agreed the Clerk will report this to the NCC Highways.

Borough Cllr Murray-Smith reported a planning contravention notice is due to be served in relation to the Belton, Beccles Road encampment.

In relation to the GYBC Local Plan consultation, Borough Cllr Murray-Smith clarified GYBC have been advised that they have to commence with the consultation process. Officers have been asked to explore options to push back against the increased planning targets, however the first phase which is the consultation, has to be completed.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

All Parish Councillors are Trustees of Belton Playing Field Charity.

Cllr Greenacre – Burgh Castle Parish Council and Belton Poorlands Charity.

Cllr Myers – Norfolk Association of Local Councils

3. MINUTES

Minutes from the meeting held on 07/07/26 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record, proposed Cllr Cook, seconded Cllr Comer. All in Favour.

5. MATTERS ARISING

There were no matters arising.

6. VILLAGE MAINTENANCE & HIGHWAY MATTERS

Sandy Lane, Belton

The Highways Engineer has confirmed the inspector will visit the lane and will raise any necessary works needed on Sandy Lane to clear overgrown vegetation.

Station Road Bus Stop (Opposite JGI)

The Highways Engineer reported he will ask that a bus stop cage be painted on Station Road South.

Bell Lane field - play equipment

- GYBC property and asset management have reported they will obtain a quotation to replace the rubber matting within the small children's play area.

- It was reported an email had been received from a resident raising concerns about the current condition of the equipment in the play park. Would the Parish Council could consider carrying out a review of the play park which could include: repairing or replacing broken equipment, looking at opportunities to add new equipment, improving the overall play area so that it remains safe, enjoyable and accessible, consider whether funding could be allocated or sought for a larger refurbishment of the park.

After discussion it was agreed a Bell Lane Charity meeting would be needed to discuss this matter further.

Safety Barrier – End of passageway between Heather Gardens and Station Road North

It had been reported the pedestrian safety barriers/chicane installed to discourage children and pedestrians from running directly onto the road had been tampered with. One of the barrier posts has had its top fixing loosened. The Clerk added this had been reported to NCC Highways, the Inspector had been out and tightened the allen key bolts to secure the barriers.

Fern Gardens – Overgrown conifer hedge

It was agreed for the Clerk to write to the property owner on Fern Gardens to ask that their conifer trees are cut back as they are now encroaching onto the footpath.

7. PLANNING

Applications – Comments submitted to GYBC before the meeting:

06/26/0518/HH The Homestead, Sandy Lane, Belton

Removal of conservatory and erection of single-storey flat roof extension to side. Alterations to front boundary wall to form larger entrance. Porch to front.

Belton with Browston Parish Council would like to submit no objections subject to neighbours comments for the above application.

06/26/0580/PDE 28 Silver Gardens, Belton

Application for prior approval for a larger home extension: Single storey rear extension extending 4.5m beyond the rear wall.

Belton with Browston Parish Council would like to submit no objections subject to neighbours comments for the above application.

06/26/0632/ESN Land South of Beaufort Way (opposite Cooper Close and east of Wheatcroft Farm), Bradwell Request for an Environmental Impact Assessment Screening Opinion to determine whether if the following development should be considered EIA Development: Proposed development of up to 300 residential dwellings, with associated access, internal estate roads, green infrastructure

Cllr Greenacre proposed to object to the above application as no further development should be approved without all relevant infrastructure being in place first. Seconded Cllr Comer.

Cllr Light proposed to submit no objections with the condition that all infrastructure is in place. There was no seconder for Cllr Light's proposal.

The vote was then taken to accept and proceed with Cllr Greenacres motion. Yes:9. No:1. Carried.

06/26/0356/F Wild Duck Caravan Park, Howards Common, Belton

Retrospective application for: 1) demolition of maintenance compound building and removal of associated concrete hardstanding; 2) installation of 7no. concrete caravan bases with associated access, parking, service connections and associated infrastructure; 3) Erection of a bat roost shed
It was agreed by all members to object to the above application. The new caravan bases will lead to increased capacity and over development of the site. How does the increased capacity effect the current licensing conditions? It is very disappointing to receive another retrospective application.

Applications Approved:

06/26/0433/HH 12 Heather Road, Belton

Erection of single-storey front extension, and side extension to provide a garage.

06/26/0407/F 15 Heather Road, Belton

Erection of a single storey outbuilding in the rear garden and change of use from residential curtilage into a mixed use of residential dwelling and dog grooming salon (Use Class E) with associated parking.

06/26/0392/HH Woodside, Sandy Lane, Belton

1. Two storey side and rear extension 2. Single storey rear extension 3. Two dormers to front elevation

06/26/0286/HH 2 St Georges Road, Belton

Erection of conservatory to front elevation

06/26/0147/HH 2 Beech Farm Barns, Beccles Road, Belton

Erection of a detached cart shed

Application Refused:

06/25/0266/HH Edelweiss, St Johns Road, Belton

Retrospective application for erection of timber fence and brick piers with access gates to front of property

7. ADMINISTRATION & FINANCIAL MATTERS

August 2026

	PAYEE/DETAIL	V.A.T	AMOUNT
DD	BT – broadband /tele	£19.48	£116.86
DD	Lloyds Bank Charges		£4.25
DD	Instant Ink	£4.80	£23.99

DD	Biffa Bin	£18.13	£108.77
DD	SSE - electric	£13.22	£277.53
DD	SSE - gas	£7.63	£160.17
DD	Microsoft 365	£1.20	£10.21
BACS	B. Mathew – New road returnable deposit		£25.00
BACS	Employment		£5290.57
BACS	D. Skipper – refund for container keys cut & container vents	£1.40	£19.40
BACS	M. Stephenson – refund for New Road items	£4.53	£40.15
BACS	J. Harrower – fund for memorial bench plants		£30.00
BACS	Toolstation – New Road items	£7.65	£45.91
BACS	W. Griffiths – New Road returnable deposit		£25.00
BACS	C. Thayne – New Road returnable deposit		£25.00
BACS	C. Munro – New Road returnable deposit		£25.00
BACS	Mark Stephenson – refund keys cut		£16.50
BACS	David Skipper – refund for loppers and weedkiller (20p overpayment)	£4.17	£69.74
DC	Morrisons – petrol for mower	£8.33	£50.00
	Total	£90.54	£6,380.55

September

	PAYEE/DETAIL	V.A.T	AMOUNT
DD	BT – broadband /tele	£20.29	£121.75
DD	Lloyds Bank Charges		£5.27
DD	Instant Ink	£2.25	£13.49
DD	Biffa Bin	£18.13	£108.77
DD	SSE - electric	£12.05	£252.96
DD	SSE - gas	£7.09	£148.96
DD	Microsoft 365	£1.20	£10.21
BACS	Employment		£5373.45
BACS	PKF – External Audit Fee	£84.00	£504.00
BACS	Nalc – training session held in November 2025	£40.00	£240.00
BACS	J. Barnby – New Road deposit refund		£25.00
BACS	A. Ben – New Road deposit refund		£25.00
BACS	M. Stephenson – refund New Road items	£4.71	£28.31
	Total	£189.72	£6857.17

Income:

New Road Hire £2554.24 Allotments £50 VAT refund £71.70

	Council A/C
Lloyds Instant Access Account	£ 3,640.81
Lloyds Short Term Investment	£ 40,000.00
Lloyds Current Account	£ 40,000.00
Total Bank Balance after payments	£ 83,640.81

To propose payment for the above payment sheets Cllr Greenacre, seconded Cllr Dawson. All in Favour.

8. CONCLUSION OF 2026 EXTERNAL AUDIT

The Clerk reported the External Auditors report has now been received from Littlejohn LLP. The report states the information in sections 1 and 2 in the AGAR are in accordance with proper practices, and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory practices have not been met. It was noted that one box within the AGAR had to be amended as the wrong figure had been entered, however that has been amended and the 2026 external audit has now been finalised.

After attending training the Clerk added it is expected the 2027 internal audit will have a greater emphasis on governance. The parish council will therefore need to ensure the internal auditor is fully up to date with all legislation and requirements. Cllr Myers added Norfolk ALC now have a qualified internal auditor that parish council's can use should they wish to. The 2027 AGAR will also be available in a digital format and will be available to councils free of charge for the first year.

9. INTERNAL CONTROL OFFICER REPORT

Cllr Greenacre reported she completed a number of spot checks on a number of payment sheet entries compared against the bank statements and invoices. With no errors found all accounts were found to be in good order.

One recommendation being that a second Cllr should also be appointed as an Internal Control Officer so that two Cllrs complete these checks. This was agreed by all members and will be an agenda item at the next meeting.

10. ALLOTMENTS BOUNDARY – INSPECTION

It was reported the Chairman had met with one contractor and one quotation had been received to undertake the allotment boundary work. Two more quotations will be obtained in time for the October meeting.

11. JOHN GREEN INSTITUTE – WEDNESDAY COFFEE MORNING

Items raised

- Two residents who use mobility scooters have complained there are not enough dropped kerbs and they have to go along way from Silver gardens to get across the road, especially by the bus stop near Selwyn Drive.
- Speed restrictions, or mobile cameras are needed more often on New Road.
- There is an overgrown Laurel hedge on to pavement area corner of Station road South, Bracon road.

The Clerk added Mr Richmond had reported that the new Rector is due to be instituted at All Saints Church on Tuesday 3rd November at 7pm, parish councillors will be very welcome to attend.

12. CHILDREN'S CHRISTMAS PARTY

Cllr Myers stated he would like to restart this year a Children's Christmas party which would be held at New Road Centre for the children of the parish. This could partly be funded by obtaining a grant from the Village Voice, it is thought the board would possibly award a grant of £200 to the parish council to fund the event.

Cllrs Light and Dawson confirmed they would help Cllrs Myers to organise and run the event. Cllr Light added the first thing that will need to be done is to secure the children's entertainer which will also confirm the date of the event. This and other costings can then be reported at next month parish council meeting. Proposed Cllr Myers, seconded Cllr Dawson. All in Favour.

13. ALLOTMENTS COMMITTEE MEETING & AGM

The following meeting dates were confirmed:

Allotments Committee Meeting – Tuesday 6th October at 6pm.

Allotments AGM – Tuesday 27th October at 7pm

14. FINANCE COMMITTEE MEETING

It was agreed the Finance Committee meeting will be held on Tuesday 24th November at 6pm.

15. TIME & DATE OF NEXT MEETING

The next meeting will be held on Tuesday 6th October at New Road Sport & Leisure Centre and will commence at 7pm.

16. INCAMERA RESOLUTION

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies (admissions to meetings) act 1960.s 1, in order to discuss New Road.

17. NEW ROAD SPORT & LEISURE CENTRE

Advertising Boards – Further discussion on this matter will take place at the next meeting which will include any additional information provided by the football clubs.

Caretaker Contract – A temporary contract was agreed by all members to cover authorised leave.

With no further business the meeting was closed at 8.19pm