

Roydon Parish Council

<https://roydon-southnorfolk-pc.gov.uk>

Notice is hereby given that you are summoned by the Clerk to attend the Parish Council Meeting of Roydon Parish Council which will be held at the Parish Room at St Remigius Church, Roydon on Tuesday 29th July 2025 at 7.00pm

Members :	Trevor Ault (Chair)	Keith Best (Vice Chair)
	Stephen Finch	Angela Brown
	Paul Curson	Andrew Daniels
	Jane Jennifer	George Waterman

Signed: Emma Chandler - Parish Clerk

Date: 22nd July 2025

**Members of the press and public are welcome to attend -
there will be an opportunity for public participation at agenda item 5**

Agenda

1. Welcome
2. To receive and consider accepting apologies from members unable to attend.
3. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.
4. Co-option
 - a) New candidate to introduce themselves to Members and explain why they seek to become a Member of the Council. (This introduction should be informal and should not exceed 5 minutes).
 - b) Existing Councillors are allowed a maximum of ten minute to ask prospective candidates any clarification questions.
 - c) Consider co-opting a candidate for Council vacancy conduct a confidential ballot after candidate presentations, with the Chairman or Clerk counting written votes. If appointed, the new Councillor signs the Declaration of Acceptance of Office.
5. Public Forum: To receive County & District Councillors reports and the opportunity for issues to be raised or questions asked.
6. Approval of the minutes of the Parish Council meeting held on
 - a) Tuesday 24th June 2025 (Copy herewith)
7. Matters arising - To note progress on decisions made at the last meeting (for information only and not on current agenda)
8. Financial Matters and Banking
 - a) To note the Bank Balances and Bank Reconciliation as of 19th July 2025(Copy herewith)
 - b) Receipts and payments to be noted/authorised. (Copy herewith)
9. Planning – To discuss and agree comments on any new applications.
 - a) Application: [2025/2019](#)
Applicant: Joanna Lewis
Location: 12 Tottington Lane Roydon Norfolk IP22 5BJ

Roydon Parish Council

Proposal: Rear single storey extension.

Application Type: Householder

10. Allotments

- a) To consider and agree a possible price increase for allotment rental to commence 2026.
- b) To review and agree the Allotment Rules and Regulations for 2025/26 (Copy herewith)

11. Footpath Update

12. To consider signing the Armed Forces Covenant (Copy herewith)

13. To consider a response to the Public consultation on draft South Norfolk Landscape Susceptibility in relation to energy generation, storage and transmission Supplementary Planning Document (SPD) (Copy herewith)

14. To consider a response to the Licencing Consultation request (Copy herewith)

15. To consider lobbying the County Council for additional yellow lines at the North entrance to Denmark Lane. (Resident Request)

16. To consider information or issues relevant to Council from members for brief discussion and inclusion on a future agenda

17. Date & Time of Next Meetings: To confirm the date of Tuesday 30th September 2025 for the Parish Council meeting.

Emma Chandler, Parish Clerk & RFO

Email clerk@roydon-southnorfolk-pc.gov.uk Telephone: 07707 495297

Roydon Parish Council

Application for Co-option to the Parish Council

Please complete this form in full and return it to the Parish Clerk by the deadline provided.

1. Personal Information

Full Name: Gareth Julian Dalglish

Address:

[REDACTED]

Telephone:

[REDACTED]

Email:

[REDACTED]

2. Eligibility

To be eligible for co-option, you must be a British or Commonwealth citizen, a citizen of the Republic of Ireland, or a citizen of a Member State of the European Union, and be aged 18 or over. In addition, you must meet **at least one** of the following criteria (please tick all that apply):

- ☒ I am registered as a local government elector for the Parish of Roydon.
- ☒ I have lived in the Parish of Roydon or within 3 miles of it for the past 12 months.
- ☒ I have occupied land or premises in the Parish for the past 12 months.
- ☐ My principal or only place of work has been in the Parish for the past 12 months.

3. Disqualifications

Please confirm that none of the following apply to you (tick to confirm):

- ☒ I am not employed by Roydon Parish Council.
- ☒ I am not subject to a bankruptcy restrictions order.

- ✓☐ I have not been convicted of a criminal offence within the last 5 years resulting in a sentence of 3 months or more (whether suspended or not).
- ✓☐ I am not disqualified under any legislation from holding public office.
-

4. Supporting Information

Please briefly outline why you would like to become a councillor and what skills or experience you would bring to the Parish Council (continue on a separate sheet if needed):

Having worked in public service for many decades, including close working with all tiers of local and central government, I have a good understanding of public affairs and administration, in particular a detailed understanding and many years' experience of planning regulations and policy. I hope this would be of benefit to the PC.

As a professional ecologist I have sought to improve the natural environment and, through that, the lives of people through access to and enjoyment of nature. Since moving to Roydon in 2019 I have carried out voluntary work on Roydon Fen nature reserve for the Suffolk Wildlife Trust and Plantlife, and I volunteered on the parish footpath group, writing Walk 3 of the Roydon Heritage Walks - The Old Sandpits and Fen Street. I have given talks and conducted guided walks on the nature reserve, including during the Roydon Big Green Week in 2024.

I have sought to protect the heritage status of Roydon Fen Lane and its surroundings, through working with the PC on the text for the DDNP and through working with SNDC on TPOs. I was the originator of what has now become the Waveney and Little Ouse Landscape Recovery project which, if implemented, will restore nature along the Waveney valley within Roydon and upstream, with benefits for people and wildlife.

I was one of the founders of the Roydon Climate and Environment Action Group and I am interested in pursuing ideas about community scale renewable energy and action on climate change.

I would like to continue working to improve the environment of the parish, to benefit for its wildlife and its people, through being a part of Roydon PC.

5. Declaration

I declare that the information provided in this application is true and correct to the best of my knowledge. I understand that my application will be considered in public and that my name may be disclosed.

Signature:



Date: 15 July 2025

Please return this completed form to:

The Parish Clerk, Roydon Parish Council at clerk@roydon-southnorfolk-pc.gov.uk

Roydon Parish Council

<https://roydon-southnorfolk-pc.gov.uk>

Minutes of the Annual Parish Council Meeting held at the Parish Room, St Remigius Church, Roydon on Tuesday 24th June 2025 at 7.00pm

Councillors Present – Trevor Ault (Chair), Keith Best (Vice Chair), Angela Brown, Andrew Daniels, Jane Jennifer, Paul Curson, George Waterman, Stephen Finch.

In Attendance – Emma Chandler (Parish Clerk)

Public – 6 members of the public

1. Welcome

Cllr Ault welcomed everyone to the meeting.

He gave a special welcome to the members of the public that were in attendance to be presented with their prizes for the Big Green Week Photography competition.

2. To receive and consider accepting apologies from members unable to attend.

All councillors were in attendance

Apologies were received from both the County and District Councillors

3. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.

None declared

4. Public Forum: To receive County & District Councillors reports and the opportunity for issues to be raised or questions asked.

Cllr Ault presented the winners of the Big Green week Photography Competition, Lisa Evans and Barry Muldoon, with their prizes and photos were taken by the Clerk

Cllr Jennifer relayed an update from Cllr Kiddie:

- The sign for the top of Tottington Lane, indicating that the road is not suitable for heavy or large vehicles, has been ordered.
- Cllr Kiddie has had contact with the Countryside Access Officer regarding Footpath 9. Further information may be available in July.

A resident has enquired about the proposed tree planting on Shelfanger Road, specifically asking whether residents will be consulted prior to the planting taking place.

Cllr Jennifer also reported receiving positive feedback from a resident regarding the increased bus service to Norwich from the village. The resident particularly appreciated the introduction of double-decker buses, noting that they provided a very pleasant journey into the city.

Cllr Daniels raised concerns for the safety of pedestrians and cyclists around the pillar box area of the green due to the lack of verge grass cutting by Highways around the triangle and along Brewers Green Lane. He also highlighted that some residents seem to be cutting some of the grass as though it were a lawn. Cllr Curson agreed and said that he would bring this to the Brewers Green Management Committee meeting in July.

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Cllr Daniels also reported that one resident had suggested that the trees at the top of Tottington Road need to be thinned out to aid visibility for those joining the A1066.

5. Approval of the minutes of the Parish Council meeting held on

a) **Tuesday 27th May 2025**

Unanimously approved

6. Matters arising - To note progress on decisions made at the last meeting

Cllr Waterman confirmed that areas of grassland had been allocated to all councillors in order that the County grass cutting can be monitored and recorded over the summer.

7. Financial Matters and Banking

a) **To note the Bank Balances and Bank Reconciliation as of 14th June 2024**

Noted and authorised

b) **Receipts noted and payments to be noted/authorised.**

Noted and authorised

c) **To receive the first quarter financial report**

Noted and authorised

8. Planning – To discuss and agree comments on any new applications.

The Amended Planning Application 2025/0960 was received and shared with all councillors before the meeting.

It was agreed that the original comments submitted to the planning department remain relevant. The Clerk will draft a revised comment highlighting unaddressed areas in the amended application and circulate it for approval before submission.

Action – Parish Clerk

9. To receive and approve the Co-option Policy

Unanimously approved

Action – Parish Clerk

10. To receive an update from Cllr Waterman on the proposal from our County Councillor on the planting of new trees along Shelfanger Road and agree next steps.

Cllr Waterman provided background information on the proposed tree planting project, noting his ongoing collaboration with County Councillor Kiddie. He confirmed that all trees would be situated on the west side of Shelfanger Road, as shown in the plan previously circulated to councillors. The intention is to plant native tree species that will not exceed a mature height of 10 meters.

Councillors discussed the selection of tree species, recommending varieties that would blossom at different times of the year to enhance visual interest. Suggestions included crab apple (noting potential issues with fallen fruit attracting vermin), bird cherry, hawthorn, and guelder rose, all of which are under consideration.

Several concerns were raised, including the potential for the trees to cast shade over neighbouring gardens, questions regarding land ownership, and future responsibility for the maintenance of the trees. Cllr Daniels also reminded the council that this land had previously been designated as an open green area and Cllr Ault recounted the development of the area in recent years by South Norfolk District Council as a wild flower meadow

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It was agreed that Cllr Waterman would write to local residents to inform them of the project and seek their feedback. Subject to the responses received, all councillors expressed their support for the proposed plan.

Action – Cllr Waterman

11. To consider joining the Anti Mega Solar Alliance

The Council expressed concerns about adopting a blanket policy to reject all solar panel installations, noting that such an approach would be too broad and restrictive.

It was acknowledged that some farmers depend on the income generated from leasing fields for solar projects, which can be essential for their financial sustainability.

Members agreed that it would be preferable to assess solar projects on a case-by-case basis rather than implementing a universal policy.

The need for a clearer definition of the term "mega solar" was highlighted to ensure consistent understanding and decision-making.

The Council indicated unanimous support for rooftop solar installations and agreed to investigate whether further measures could be taken to encourage this approach.

It was also noted that solar farms may have long-term benefits for agricultural land, as the period of solar panel use could allow soil nutrients to be replenished, potentially improving the land for future farming once the panels are removed at the end of their operational life.

It was agreed for the Clerk to draft a response and circulate to Councillors.

Action – Parish Clerk

12. Big Green Week debrief

Councillors provided feedback on the various events they had organised or attended during the week.

Most events were reported to have been very well attended, with the Bat Walk and activities at Heron Meadow drawing the largest groups of participants.

It was noted that many attendees were visiting Heron Meadow and Quaker Wood for the first time, and several individuals participated in multiple events throughout the week.

Attendance at Fox Wood was lower in comparison, which councillors attributed to the absence of specific organised activities at that location.

Overall, the week's events were considered highly successful, with strong community engagement and positive feedback from participants.

13. To discuss correspondence received regarding the Norwich to Tilbury Pylon Project and agree next steps.

The Clerk had circulated a draft response to the recent correspondence prior to the meeting.

Councillors agreed that the response should explicitly reference the Council's previous consultation submissions, in which the importance of the Gunning principles was highlighted, and concerns regarding their lack of adherence were raised.

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It was agreed that the Clerk would revise the draft accordingly and circulate the updated version to councillors for review before sending the final response to the two individuals who had submitted the enquiries.

14. To consider information or issues relevant to Council from members for brief discussion and inclusion on a future agenda

Cllr Waterman raised a query regarding the removal of ivy from an oak tree in Baynards Wood and whether it would be appropriate for the Council to become involved in this work.

Other councillors noted that some cutting activity had recently taken place in the area, but it was unclear whether this had been carried out by the landowners.

It was suggested that the Clerk write to the landowner to confirm whether they were aware of the recent work and, if appropriate, to offer the Council's assistance with any future maintenance.

Action – Parish Clerk

For the next agenda

Armed Forces Covenant

Roydon's Footpath 9

Norwich to Tilbury if necessary

15. Date & Time of Next Meetings: To confirm the date of Tuesday 29th July 2025 for the Annual Parish Council meeting.

Unanimously agreed

Emma Chandler, Parish Clerk & RFO

Email clerk@roydon-southnorfolk-pc.gov.uk Telephone: 07707 495297

Bank account Balances @ 14/06/2025			
Business Current Account		15,900.38	
Business Savings Account		31,578.35	
Total Balances			£47,478.73
	Previous Month	Current Month month	
Balances carried forward @ 01/04/25	£36,782.11	£36,782.11	
Accounts Payments Ledger YTD gross Expenditure	£4,815.42	£7,626.72	
Accounts Receipts Ledger YTD Income	£16,173.95	£16,173.95	
Expenditure			
Account Service Charge		£6.00	
SSE		£196.91	
Zurich		£459.00	
Total		£661.91	
Income May 2025 /June 2025			
Total		£0.00	
Unprocessed Payments			
BACS 12		£384.00	
BACS 13		£47.67	
BACS 14		£540.00	
BACS 15		£300.00	
BACS 16		£228.00	
BACS 17		£513.32	
BACS 18		£123.40	
BACS 18		£13.00	
Total		£2,149.39	
Income Less Expenditure at 17/05/2025			£45,329.34

Signed T. Ault

Date 24th June 2025

Payments List as at 14th June 2025					
Date	Payee	Service	Gross	Net	VAT
30/05/2025	Zurich Insurance	Insurance Premium	£459.00	£409.82	£49.18
28/06/2025	Excite Solutions LTD	Grass Cutting April and May	£384.00	£320.00	£64.00
28/06/2025	TT Jones Electrical LTD	Maintenance Col 5 Copeman Road	£47.67	£39.73	£7.94
28/06/2025	JM Crerar	General Maintenance	£540.00	£540.00	£0.00
28/06/2025	Trevor Brown	Internal Audit	£300.00	£300.00	£0.00
28/06/2025	RLS Computer Services LTD	Website and Email Service Provider	£228.00	£190.00	£38.00
28/06/2025	E. Chandler	Clerk Salary	£513.32	£513.32	£0.00
28/06/2025	HMRC	PAYE	£123.40	£123.40	£0.00
28/06/2025	P. Curson	Appreciation	£13.00	£13.00	£0.00
Totals			£2,608.39	£2,449.27	£159.12

Checked by RFO 14th June 2025

Signed

S. Finch 24th June 2025

BUDGET 2026/2026		Spend to 30 June 2025	% Budget Spent	
Allotments	£0.00	£0.00	#DIV/0!	Funds in EMR
Auditors	£535.00	£300.00	56.07	
CIL	£540.53	£268.09	49.60	
Clerks Employment Costs	£8,425.00	£1,910.16	22.67	
Expenses	£150.00	£0.00	0.00	
Grants	£0.00	£0.00	#DIV/0!	Not needed
Grounds maintenance	£8,000.00	£1,055.00	13.19	
Insurance	£700.00	£409.82	58.55	Total amount Paid New Provider
Dog Bins	£1,000.00	£0.00	0.00	
Loan Repayments	£4,234.22	£2,117.11	50.00	
Other	£2,359.00	£550.00	23.31	
S137	£1,500.00	£13.00	0.87	
Streetlight maintenance	£730.00	£39.73	5.44	
Streetlight replacement	£1,000.00	£0.00	0.00	
Subscriptions	£700.00	£296.29	42.33	
Utilities	£1,700.00	£273.05	16.06	
Village Hall / Parish Room	£249.89	£0.00	0.00	
	£31,283.11	£7,232.25	23.12	

Signed

G Waterman

Date

24th June 2025

Bank account Balances @ 19/07/2025			
Business Current Account		13,744.99	
Business Savings Account		31,725.53	
Total Balances			£45,470.52
	Previous Month	Current Month month	
Balances carried forward @ 01/04/25	£36,782.11	£36,782.11	
Accounts Payments Ledger YTD gross Expenditure	£7,626.72	£8,412.27	
Accounts Receipts Ledger YTD Income	£16,173.95	£16,321.13	
Expenditure			
Account Service Charge		£6.00	
Total		£6.00	
Income June 2025 /July 2025			
Account Interest		£147.18	
Total		£147.18	
Unprocessed Payments			
BACS 19		£142.83	
BACS 20		£513.52	
BACS 21		£123.20	
Total		£779.55	
Income Less Expenditure at 28/07/2025			£44,690.97

Signed _____

Date _____

Payments List as at 19th July 2025					
Date	Payee	Service	Gross	Net	VAT
28/07/2025	Wave	Water Bill July 25	£142.83	£142.83	£0.00
28/07/2025	E Chandler	Clerk Salary	£513.52	£513.52	£0.00
28/07/2025	HMRC	PAYE	£123.20	£123.20	£0.00
Totals			£779.55	£779.55	£0.00

Checked by RFO 14th June 2025

Roydon Parish Council

Agreement incorporating Rules and Regulations

1. Rent payable

The rent for a full plot is £36 per annum and the rent for a part plot is £18 per annum. This includes the cost towards the unlimited water supply, subject to clause 15 of this agreement. These charges are payable by 11th October each calendar year and entitles the tenant to use their plot until October 10th of the following year. The rent and water charges are reviewed annually by the Parish Council and a year's notice given of any alteration to these sums. Failure to pay these sums to the Parish Clerk by the 1st November after the charges are due will be considered to be a termination of this agreement.

2. Deposit

At the commencement of a tenancy, the new tenant will deposit with the Parish Clerk the sum of £50 as a security against damage or neglect of their plot. The deposit is forfeit to the Parish Council should the tenant not pay their due charges on time or fail to give the due notice under this agreement to terminate their tenancy. This forfeit is also due should the tenant leave their plot in an uncultivated state or abandon rubbish on the plot at the termination of tenancy. If these conditions do not apply, the full deposit is returnable to the tenant at the termination of tenancy.

3. Plot Size

The Parish Council make no assertion as to the size of individual plots at the allotment site. Some part plots are considerably larger than others and by signing this agreement, the tenant declares that they are aware of this fact.

4. Catchment Area

Tenants should be permanently resident in the parishes of Roydon, Bressingham or Diss. Preference will be given to Roydon residents in allotting tenancies.

5. Notice Period

The tenant agrees to give three clear calendar months' notice of their intention to terminate their tenancy. No refunds for a portion of the plot charges are given for termination at a time other than October 10th each year, though the deposit is still refundable in full subject to the conditions set out in paragraph 2.

6. Food production

The tenant shall use the plot as an allotment only for the production of vegetables, fruit and flowers and shall keep it clean and in a good state of cultivation.

The tenant may not use the allotment for trade or business.

You may not fly tip or dump rubbish or waste on your allotment or any other part of the allotment site

7. The Tenant Agrees

- a. To keep their plot in a good state of cultivation.
- b. Not to cause any nuisance or obstruction to other tenants.

- c. Not to cause any nuisance or annoyance to any occupier of adjacent or nearby properties to the allotments.
- d. Not to erect or place any structure on their plot such that it impedes free access of adjacent neighbours to their boundary for maintenance or other activity authorised by the Parish Council.
- e. Not to bring any material of any sort on to their plot or allotment site for disposal, either by dumping, burning or composting.

8. Sub-Letting

The tenant agrees not to sub-let, assign or permit use of their plot, or any part of it, by a person other than themselves.

9. Livestock

The tenant agrees to keep no livestock of any form on their plot, nor any part of the allotment site. Dogs are not allowed on any part of the allotment site.

10. Buildings and Fences

No sheds, buildings or glasshouses may be erected on the tenants' plot without prior written permission from the Parish Council. If consent is given, a soundly constructed structure, not exceeding 8 feet by 6 feet, may be permitted and the siting of such structure being agreed with the Parish Council. No structure may be sited such that it impedes access to adjacent neighbours' fences or hedge-lines. Fencing to protect from rabbit damage is permitted on the plot though not such that it contravenes paragraph 7b of this agreement. No use of barbed wire is permitted anywhere on the plot or allotment site. All permitted structures, fencing and other possessions of the tenant must be removed from the plot directly at the end of the tenancy.

11. Trees

Written permission is necessary before any fruit tree is planted.

Written permission is necessary before any tree is cut down.

12. Vermin

If rats are a problem on the allotment site, then the use of legal poisons are allowed but must be used according to the manufacturers' instructions. Traps are not permitted to be used nor firearms of any sort.

13. Toilet Facilities

A chemical toilet is provided for the use of the tenants on the allotment site. The Parish Council does not own, nor does it have any responsibility for the upkeep or maintenance of this facility. It is the responsibility of the tenants to jointly agree on the routine upkeep and cleanliness of this facility.

14. Security

A gate is provided at the entrance to the allotment site. The tenant undertakes to close this gate if they are the last person to leave the allotment site.

15. Water

Each tenant has unlimited access to the water supply at the allotment site. The water supply is for the sole purpose of irrigating the tenants' allotments and must not be transported off-site or used for any other purpose. Hoses shall not be used to water plots. Failure to comply may

result in additional charges being imposed. Tenants should inform the Allotment Officer of any damage to the water system or misuse thereof. Please be aware that the water supply may be turned off at certain times of the year, to ensure damage is not caused by adverse weather conditions.

16. Vehicles

Vehicles should only be brought onto the site for the purposes of off-loading or loading. They should be driven slowly. The tenant shall not keep any caravans, mobiles or vehicles on site.

17. Disputes

Any disputes must be referred to the Council whose decision is final. The Council (member or officer) shall be entitled to enter and inspect the allotments following instruction from the Council.

18. Bonfires

The burning of allotment waste should be a last resort and only be considered for items not compostable or recyclable. The tenant agrees to have consideration of neighbours when lighting any bonfire, particularly with regard to the wind direction. The Parish Council wishes to draw the attention of the tenant to the fact that there are several thatched properties near the allotments which are particularly vulnerable to fire. Bonfires **MUST NOT** be left unattended and **MUST** be completely extinguished before leaving the allotment site, do not use water for this purpose always extinguish using sand or soil. The appointed Allotment Officer of the Parish Council may require a tenant to extinguish a bonfire if they consider it to be causing a nuisance. Please note, that at times of drought or very dry conditions fires are prohibited on the allotment site to protect the allotments and surrounding properties.

19. The use of Weedkillers and Pesticides

These should only be used where absolutely necessary. Only products approved for amateur use are permitted and manufacturer's instructions must be adhered to. Extreme care must be taken to prevent spray drift onto other plots, especially if using weedkillers such as Roundup (Glyphosate) based products

20. Site Inspections

The Council or its representatives may from time to time undertake inspections of plots. No notice of this will be given to tenants. If a plot is found to be in a poor state of cultivation a letter will be issued to the tenant requesting improvement within 28 days. If improvement does not take place, then the tenancy may be terminated.

Any concerns regarding the allotments should be brought to the notice of the Allotment Officer

Roydon Parish Council
Snow Street Allotments
Tenancy Agreement

Please complete this form and return to the Clerk.

PLOT NUMBER(S):.....

TENANTS NAME:.....

ADDRESS:.....

.....POSTCODE.....

TELEPHONE NUMBER(S):.....

EMAIL ADDRESS:.....

RENT PAID: £..... Cheque / BACS (please circle method of payment)

I ACKNOWLEDGE RECEIPT OF AND AGREE TO ABIDE BY THE CONDITIONS OF THIS AGREEMENT.

SIGNED:.....DATE:.....
(Tenant)

SIGNED:.....DATE:.....
(on behalf of Roydon Parish Council)



XXXX Parish Council

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

XXXX Town/Parish Council

Signed:

Name:

Position:

Date:

Town/Parish Logo

The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom

Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of the Armed Forces Covenant

1.1 We, **XXXX Parish Council**, will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

The following are suggested draft pledges; please delete, add or change any to suit your circumstances. Your Covenant may be reviewed, and pledges changed at any time in the future to reflect changing circumstances.

2.1 We recognise the value of serving personnel, reservists, veterans and military families; and will aim to uphold the principles of the Armed Forces Covenant, by seeking to:

- appoint an **Armed Forces Champion** to promote support for the Armed Forces community;
- promote the fact that we are an **Armed Forces-friendly Council**, to our members and wider public; celebrating the work of the Armed Forces and encouraging positive interaction between them and members of the public;
- support the employment of military **Veterans**; recognising that they are a valued part of our community; facilitating and encouraging their participation in civic and community events; providing a link to the Veterans Gateway on our website; encouraging local businesses to support the employment of veterans;
- support the employment of **Service Spouses & Partners**: encouraging local businesses to support their employment;
- encourage support for the **Reserves Forces**; encouraging local businesses to support the employment of Reservists;
- encourage support for military sponsored **Cadet Organisations**; encouraging support for and membership of local cadet units;
- support and promote support for **Armed Forces Events** such as local Breakfast Clubs, Coffee Mornings, Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities;
- support and promote support for **Armed Forces Charities**;
- encourage local businesses to consider offering discounts to members of the Armed Forces community.

2.2 We will publicise these commitments through our literature and on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing. *(Amend as appropriate)*

THE ARMED FORCES COVENANT AND TOWN & PARISH COUNCILS



WHAT IS THE ARMED FORCES COVENANT?



- A promise by the nation that those who served, those who have served, and their families should be treated fairly.
- Members of the Armed Forces Community should not be disadvantaged because of their service, and in some cases special provision may be appropriate.
- At heart, Covenant is a tool for demonstrating and providing support to Armed Forces Community – and encouraging others to support too.
- Covenant is a largely voluntary initiative. Aspects of it are due to become legal requirement, but this will not affect town & parish councils.

ARMED FORCES COVENANT PRINCIPLES



1. Recognising the **unique obligations** of, and **sacrifices** made by, the Armed Forces.
2. That it is desirable to **remove disadvantages** arising for service people from membership, or former membership, of the Armed Forces.
3. That **special provision** for service people may be justified by the effect on such people of membership, or former membership, of the Armed Forces.

SIGNING THE ARMED FORCES COVENANT



- Organisations, public and private, can voluntarily sign up to the Covenant to demonstrate their support.
- All principal LAs in Great Britain have now signed. Around 125 town and parish councils have signed.
- Signing the Covenant is entirely flexible and can be tailored by and to the signatory. Signatories sign up to general spirit and can decide to add specific pledges.
- Signing process is handled by Defence Relationship Management.



WHY SIGN THE COVENANT?



- Demonstrate support for your local Armed Forces Community.
- Commit to work with higher-tier authorities to deliver the Covenant.
- Funding for specific projects may be available from the Armed Forces Covenant Fund Trust.

WHAT CAN TOWN & PARISH COUNCILS PLEDGE?



- Appoint a champion from among your members to lead support for the AF Community
- Promote the fact you are an Armed Forces-friendly council
- Ensure upkeep of war memorials and war graves
- Support / promote Armed Forces events, e.g. AF Day, remembrance activities
- Run, facilitate or promote support networks (e.g. coffee mornings) for veterans
- Engage with, and support, local AF charities
- Encourage local businesses to sign the Cov and support employment for AF Community
- Signpost to available support

Dear Sir/Madam

Public consultation on draft South Norfolk Landscape Susceptibility in relation to energy generation, storage and transmission Supplementary Planning Document (SPD) 09 July – 18 August 2025.

South Norfolk Council are seeking views on their draft South Norfolk Landscape Susceptibility in relation to energy generation, storage and transmission Supplementary Planning Document (SPD). The draft SPD provides guidance and information for people wanting to submit energy related planning applications, including detail regarding the interpretation and implementation of national policy and local policies in the Greater Norwich Local Plan (GNLP, 2024) and the South Norfolk Development Management Policies Document.

To view the draft SPD and respond to the consultation please visit our website [here](#). Paper copies of the document and response forms are available at local libraries in South Norfolk, and at the Millennium Library in Norwich.

The consultation closes at **5pm on Monday 18th August**. After this date all the responses received will be considered and amendments made to the SPD as appropriate.

If you have any questions or experience any difficulty in submitting your comments online, please telephone us on 01508 533805 or email localplan.snc@southnorfolkandbroadland.gov.uk

Yours sincerely,

Lola Poole
Community Planning Projects Officer

Licensing Consultation Request

Good afternoon

I am writing to you regarding the Licensing Act 2003 Statement of Policy review. The Licensing Act 2003 requires each Local Licensing Authority to publish a Statement of Policy every five years, which sets out the general principles to be applied to licensing under the Act within the Licensing Authority's area.

The Act also requires that we consult with interested parties (i.e. police, fire, licence holders and representatives of local businesses and residents etc.), before we publish our Statement of Policy.

We are proposing that minor amendments are made to the Policy, with the draft version available on the Council's website from Monday 21 July 2025 -

www.southnorfolkandbroadland.gov.uk/licensing/licences/licensing-policies/licensing-act-2003

If you would like a hard copy of the draft policy, please contact the Licensing Team.

The consultation will run for 6 weeks commencing on the 21 July 2025 until the 1 September 2025. We would welcome your comments on these proposals. Your comments can be submitted by letter to The Horizon Centre, Peachman Way, Broadland Business Park, Norwich, NR7 0WF or preferably by e-mail to licensingpolicies@southnorfolkandbroadland.gov.uk

Any comments you submit should clearly state your name, any organisation or persons you may be responding on behalf of, your address and contact details. Please note all comments will be made public as part of the review process via our website.

We look forward to hearing from you.

Many thanks