



SHIPDHAM PARISH COUNCIL

Chair: Sam Shelley Clerk/RFO: June Smith



TO ALL COUNCILLORS: You are summoned to attend the Parish Council Meeting in the WI Hall on 14th September 2026. Doors open to Parishioners from 7.15pm. (Parishioners wishing to view documents online, the WI Hall BTBHub6-N7KJ password is q3wxn3cPLbWF).

Parish Council meetings are recorded (audio only) to aid with the production of accurate minutes and give parishioners who are unable to attend the ability to listen to the proceedings. Recordings are accessed by requesting a link from the Clerk and are read only, downloadable copies will not be provided. Recordings are held for 3 months only and then deleted.

AGENDA

J Smith Parish Clerk
09/09/2026

1. Apologies for absence.
 2. Declarations of Interest and to consider any requests for dispensations.
 3. To agree the Minutes of the meeting held on 10th August 2026 - circulated
 4. Parishioner's Questions *In accordance with the Council's standing orders, the period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting.*
 5. Matters Arising for information only – Action Points
 6. Chairman's Actions
 7. District Councillor Report.
 8. County Councillor Report
 9. Routine Finance
- To agree the following payments by cheque/bacs.

15/09/2026	£1,316.95	Clerk – Wages.
15/09/2026	£176.68	Clerk - Expenses.
01/09/2026	£40.00	C Andrews - WI Hall Admin.
01/09/2026	£40.00	T Wale - WI Hall Cleaning.
01/09/2026	£80.00	D Nock - Cemetery Caretaker.
18/09/2026	£10.00	GiffGaff – Dereham Road Allotment Sim.
19/08/2026	£159.38	Glasdon UK Ltd – Dog waste bin.
19/08/2026	£44.04	Cartridge Save – inks.
21/08/2026	£365.00	Norman Wenn – skip hire for WI Hall.
20/08/2026	£1,110.07	CCF – ceiling tiles for WI Hall.
21/08/2026	£128.40	Ashill Fire Protection Ltd – annual service at WI Hall & HC.
18/08/2026	£77.80	Amazon – CCTV for WI Hall.
22/08/2026	£57.54	Tufts – fence repairs.
28/08/2026	£858.00	Ravencroft Tree Services Ltd – tree survey
31/08/2026	£3,304.73	TTSR – grounds maintenance 3 of 4.
31/08/2026	£298.00	Parish Mag Printers Ltd – village appraisal.
28/08/2026	£486.00	No Butts Bin Company Ltd – bench and fixings.

To agree payment of the following invoices by D/D

02/09/2026	£460.99	100Green – Street Lighting - Aug
12/09/2026	£51.14	BT – WI Hall Internet
02/09/2026	£25.43	Octopus – WI Hall Electric - Aug
01/09/2026	£14.10	EDF – WI Hall Gas – Aug
10/08/2026	£683.48	British Gas – Heritage Centre electric – credit note Oct 2023-May 2026
11/08/2026	£722.25	British Gas – Heritage Centre electric – Oct 2023 – July 2026
01/09/2026	£12.57	Eon – The Green Electric – Aug
15/09/2026	£103.00	Rates – Heritage Centre
15/09/2026	£188.00	Rates – Cemetery
03/09/2026	£22.22	Wave – The Green standpipe water.
03/09/2026	£27.86	Wave – Cemetery water.
03/09/2026	£117.24	Wave – WI Hall water.
03/09/2026	£173.60	Wave – Watton Road allotment water.
03/09/2026	£842.84	Wave – Dereham Road allotment water.

To receive, note and sign bank account balances 31/08/2026



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Community Account (6072)	£26,915.53
WI Hall Account (5971)	£1,290.81
Church Wall Account (4380)	£7,975.13
Saver Account (4570)	£10,156.30
Street Light Account (7769)	£22,597.40
Total Balanced	£68,935.17

10. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda.
Planning Applications

PL/2026/1090/HOU Proposed single storey flat roof extension.
14 Henry Cross Close, Shipdham
Time sensitive – no objections by majority email vote.

PL/2026/1128/HOU Proposed single storey extension to rear, single storey porch extension to front and dropped kerb to roadside.
3 Eastgate, Shipdham
Time sensitive – no objections by majority email vote.

PL/2026/1125/FMIN Erection of seven dwellings and formation of access and associated parking and landscaping.
Land to west of Pell Pit Way, Shipdham.

Planning Decisions

PL/2026/1158/DCA Discharge of conditions 3, 5, 6 & 10 on PP PL/2026/0560/FMIN
Land at Blackmoor Row
For information Only.

Planning Appeals – none.
Planning Enforcements

ENF/303/25 Development at 32 and 34 Letton Road – offender work has now been completed to regularise the breach of condition.

11. To receive and note Clerk's Report.
12. BPMP - To receive and note:
a) Report from Bullock Park Management Committee
b) Health & Safety update.
13. To discuss security at Watton Road allotment site.
14. To discuss allotment rental.
15. To discuss allotment meeting date.
16. To discuss Parish Partnership Scheme.
17. To discuss Christmas Tree Festival.
18. To discuss Tree Survey.
19. To discuss holly tree in cemetery
20. To discuss dehumidifier to WI Hall.
21. To discuss quotes to replace Perspex in noticeboard.
22. To discuss quote for skip for Parish Council maintenance waste.
23. To appoint new bank signatory.
24. To approve Watkins memorial application.
25. To discuss Community Club for elderly – Cllr Kemp.
26. To consider grant to Shipdham History Group
27. To note Defibrillator Checks completed.
28. To receive Cllrs Reports – for information only.



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29. To receive and note correspondence including any received after the preparation of the agenda.
To note Breckland Local Plan – Pre-submission (Regulation 19) Public Consultation (update 1)
To note approved Blyth memorial table application by majority email vote.
To note statements from Thomas Bullock Primary School regarding fire.
To note email of support for Thomas Bullock Primary School from MP George Freeman.
To note approval of polytunnel on allotment plot 6b, by majority email vote.
To note TRO road closure for Swan Lane from 25m north of the junction to the A1075 from 16th – 18th September 2026.
To receive briefing note on the Governments National Scheme of Delegation in relation to the process for determining planning applications. This comes into force on 31st October. Officers will be available to answer any questions at the Parish events being held on the 14th and 21st Sept.
To note land transfer from BDC complete and awaiting registration.
To note Local Government Re-Organisation for Norfolk has now been cancelled.
30. Any matters for inclusion on the next agenda.
31. To confirm the next Parish Council Meeting will take place on 12th October 2026.