



# 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 8<sup>th</sup> June 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  
02/06/2026

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 11<sup>th</sup> May 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.

15/06/2026	£1,302.53	Clerk – Wages.
15/06/2026	£136.50	Clerk – Expenses.
01/06/2026	£40.00	C Andrews - WI Hall Admin.
01/06/2026	£40.00	T Wale - WI Hall Cleaning.
01/06/2026	£80.00	D Nock - Cemetery Caretaker.
18/05/2026	£10.00	GiffGaff – Dereham Road Allotment Sim.
12/05/2026	£51.10	George Tufts & Son – materials for map repairs on The Green.
21/05/2026	£261.60	Dereham Hire - cherry picker hire for Church clock.

To agree payment of the following invoices by D/D

04/06/2026	£TBC	100Green – Street Lighting - May
12/05/2026	£51.14	BT – WI Hall Internet
06/06/2026	£TBC	Octopus – WI Hall Electric - May
01/06/2026	£42.02	EDF WI Hall Gas – May
25/05/2026	- £144.82	British Gas – Heritage Centre Electric credit note Oct – April
25/05/2026	£134.52	British Gas – Heritage Centre electric – Oct – May.
01/06/2026	£14.94	Eon – The Green Electric – May
15/06/2026	£103.00	Rates – Heritage Centre
15/06/2026	£188.00	Rates - Cemetery

To receive, note and sign bank account balances 31/05/2026

Community Account (6072)	£38,475.10
WI Hall Account (5971)	£3,601.71
Church Wall Account (4380)	£7,975.13
Saver Account (4570)	£10,121.76
Street Light Account (7769)	£22,533.20
<b>Total Balanced</b>	<b>£82,706.90</b>



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

PL/2026/0694/FMIN Change of use of land and siting of two timber glamping cabins with covered external decking for short-stay visitor accommodation, new vehicular access, permeable parking and turning area, permeable footpaths, secure bicycle storage, refuse/recycling storage, private package treatment plant and associated works.

Land south of Walnut Tree House, Thorpe Road, Shipdham IP25 7NN

Time sensitive – no objections by majority email vote.

Planning Decisions – none.

Planning Appeals – none.

11. To receive and note Clerk's Report.
12. BPMC - To receive and note:
- a) Report from Bullock Park Management Committee
  - b) Health & Safety update.
13. To receive and note report from Speedwatch Team.
14. To discuss CCTV upgrade Bullock Park 50% contribution.
15. To approve Cemetery Policy changes.
16. Village appraisal – update on progress.
17. Christmas Festival – set steering group.
18. To discuss quotations for land behind Pound Green Lane.
19. To discuss changing bin on Park Highatt Drive.
20. To approve public statement re Bullock Park project pause.
21. To discuss WI Hall hire costs.
22. To discuss WI Hall refurbishment.
23. To discuss telegraph pole for Swan Lane CCTV.
24. To note Defibrillator Checks completed.
25. To receive Cllrs Reports – for information only.
26. To receive and note correspondence including any received after the preparation of the agenda.  
To note newsletters from Thomas Bullock Church of England Primary Academy.  
Approved quotation to trim WI Hall overhanging branches by majority email vote.  
To note WI Hall electricity renewal fixed 12 month contract by majority email vote.
27. Any matters for inclusion on the next agenda.
28. To confirm the next Parish Council Meeting will take place on 13<sup>th</sup> July 2026.