



SHIPDHAM PARISH COUNCIL



Chair: Sam Shelley Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

On 10th August 2026 at WI Hall

Present: Cllrs: Shelley (Chair), Belo, Feerick, Kemp, District Cllrs; Turner & Clerk: June Smith
2 x Parishioners in attendance. The meeting opened at 7.30pm. Due to a technical issue the meeting was not recorded.

Items in bold added after agenda published.

J Smith Parish Clerk
10/08/2026

Prior to the meeting the Parish Council held a one minute silence for the late Ray Arnold, a previous Councillor to Shipdham Parish Council.

- 4012. Apologies for absence – Cllrs Chubbock, Cross, Holman, Lister, Smith, District Cllr Hewett & County Cllr Kher
- 4013. Declarations of Interest and to consider any requests for dispensations. Cllr Kemp re planning.
- 4014. To agree the Minutes of the meeting held on 13th July 2026 - the minutes were agreed as a true and accurate record and signed by the Chair – unanimous from those present.
- 4015. 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.*

PCC - thank you for repairing churchyard benches and money for towards the flower festival.

- 4016. Matters Arising for information only – Action Points – as per Clerk's Report.
- 4017. Chairman's Actions – Installed post for 2nd CCTV camera at Swan Lane, thanks for Tim Burrell for helping, camera should hopefully go live this week. Bullock Park vandalism, CCTV provided to local police who recognised the individual – suggest he pay for repair costs and do litter pick at Bullock Park. Reported many overgrown hedge rows.
- 4018. District Councillor Report – report on website.
- 4019. County Councillor Report – no report.
- 4020. Routine Finance
To agree the following payments by cheque/bacs. Payments approved unanimous.

15/08/2026	£1,356.40	Clerk – Wages.
15/08/2026	£120.55	Clerk - Expenses.
01/08/2026	£40.00	C Andrews - WI Hall Admin.
01/08/2026	£40.00	T Wale - WI Hall Cleaning.
01/08/2026	£80.00	D Nock - Cemetery Caretaker.
18/08/2026	£10.00	GiffGaff – Dereham Road Allotment Sim.
22/07/2026	£84.00	Norfolk Parish Training & Support – Seminar attendance for Cllr Shelley
22/07/2026	£25.00	Parishioner – allotment judging.
28/07/2026	£99.98	Acorn Pest Management
28/07/2026	£780.00	TPI Security – CCTV upgrade at Bullock Park 50% recoverable.
22/07/2026	£832.80	Spire Solicitors re lease
31/07/2026	£27.60	Hearing Products International – hearing loop wire.
31/07/2026	£75.00	M Lodge repairs to vandalised fence at Bullock Park and basketball hoop.
16/07/2026	£6.84	Tufts – materials.
05/08/2026	£1,465.00	J Betts Electrical – WI Hall light installation
07/08/2026	£60.00	M Lodge – repairs/painting churchyard benches.
15/07/2026	£500.00	Shipdham Preschool – grant.

To agree payment of the following invoices by D/D. Payments approved unanimous.

04/08/2026	£403.68	100Green – Street Lighting - July
12/08/2026	£51.14	BT – WI Hall Internet
02/08/2026	£28.97	Octopus – WI Hall Electric - July
01/08/2026	£15.59	EDF WI Hall Gas – July
25/07/2026	£-19.03	British Gas – Heritage Centre electric – credit note.
01/08/2026	£12.59	Eon – The Green Electric – July.
15/08/2026	£103.00	Rates – Heritage Centre
15/08/2026	£188.00	Rates – Cemetery
22/07/2026	£829.94	HMRC PAYE/NIC Periods 1-3



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To receive, note and sign bank account balances 31/07/2026. Noted and signed by Chair.

Community Account (6072)	£28,644.18
WI Hall Account (5971)	£3,419.43
Church Wall Account (4380)	£7,975.13
Saver Account (4570)	£10,156.30
Street Light Account (7769)	£22,597.40
Total Balanced	£72,792.44

4021. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda.
Planning Applications

PL/2026/0946/HOU Raising roof height from 2.3m to 2.5m to match adjoining porch.
24 Fen Felgate, Shipdham
Time sensitive – no objections.

PL/2026/0844/VAR Variation of Condition 2 on the approved planning permission PL/2021/0887/VAR for a change to design.

Ash Farm, King Row, Shipdham.

DOI Cllr Kemp. Serious concerns regarding over development of site, previous planning permissions granted for holiday lets, however appear to be used as permanent housing. Unanimous comments.

Planning Decisions – none.

Planning Appeals – none.

4022. To receive and note Clerk's Report – noted.

4023. BPMC - To receive and note:

- a) Report from Bullock Park Management Committee – Party in the Park 30th August, meeting on to finalise party on 12th August. New Parish Council gazebo to go up and asked for Cllrs to help man the stall for the event.
- b) Health & Safety update – J Gibb on holiday so Cllr Shelley doing reports and in hand.

4024. To receive and note report from Speedwatch Team – not been out this month. 2 new potential sites applied for.

4025. To consider Shipdham Community emergency plan – community resilience plan. Nick Kendrick happy to come along to meeting. AP Clerk to invite Nick Kendrick to September meeting.

4026. To discuss CCTV at WI Hall. Agreed to purchase 1 camera for front of WI Hall AP Clerk to purchase 1 x camera.

4027. To discuss memorial bench quotations – permission granted for placing. Agreed to purchase 100% recycled Captains Treble Seat. AP Clerk to purchase Captains Treble Seat and plaque.

4028. To discuss tree survey – Agreed, with the dry weather, survey should go ahead now. AP Clerk to initiate.

4029. To discuss litter picking dates. – 10am last Sunday of each month. 30th August/27th September/25th October/29th November

4030. To note Defibrillator Checks completed – noted.

4031. To receive Cllrs Reports – for information only.

Cllr Belo – litter picking notices in bus shelters etc, AP Cllr Turner to ask at BDC. AP Clerk to initiate.

Cllr Feerick - re Pound Green Lane bus shelter. Clerk confirmed she had written to house next door re hedging and UK Power Networks re substation.

Cllr Shelley - someone using swan land as a toilet, got number plate. Report to BDC Environmental if seen again.

4032. 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 – noted.

To note letter from new Deputy Leader of NCC Cllr Robin Hunter-Clarke – noted.

To note Breckland Local Plan – commencement of regulation 10 consultation & gypsy and traveller call for sites open and closes 16th September 2026 – noted.

To note purchase of hearing loop wire by majority email vote – noted.

To note correspondence from 1 Mill Road Estate – noted.

To note thank you correspondence from Park Highatt Drive parishioner – noted.

To note free summer events across Breckland's market towns including gaming bus and outdoor cinema, for more information visit www.breckland.gov.uk/TownEvents - noted.

To note BDC update on Thetford disturbances – noted.

4033. Any matters for inclusion on the next agenda – Christmas Tree Festival.

4034. To confirm the next Parish Council Meeting will take place on 14th September 2026.

Meeting closed 8.25pm



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