



SHIPDHAM PARISH COUNCIL



Chair: Sam Shelley Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

On 13th July 2026 at WI HALL

Present: Cllrs: Shelley (Chair), Belo, Chubbock, Cross, Feerick, Holman, Kemp, Smith & Clerk: June Smith
11 x Parishioners in attendance. The meeting opened at 7.30pm. Meeting was recorded.

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.

(items in bold added after agenda published)

J Smith Parish Clerk
13/07/2026

Prior to the meeting the Parish Council held a one minute silence for the late Bill Fawcett, a previous Chair to Shipdham Parish Council.

- 3981. Apologies for absence – Cllr Lister, District Cllrs Hewett, Turner & County Cllr Kher.
- 3982. Declarations of Interest and to consider any requests for dispensations – Cllr Kemp re planning & Cllr Cross re The Green, Cllr Belo re Letton Road – dispensations agreed.
- 3983. To agree the Minutes of the meeting held on 8th June 2026 - the minutes were agreed as a true and accurate record and signed by the Chair – unanimous from those present.
- 3984. 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*

No parishioners questions.

- 3985. Matters Arising for information only – Action Points – as per Clerk's report.
- 3986. Chairman's Actions - Anglian water hose pipe ban, Council has two allotment fields and encouraging judicious use of water, conflicting statements on Anglian Water website but exception if watering by can isn't a practicable option. No sprinklers. Untaxed vehicle parked on Market Street has been towed away by Police. Pound Green Lane entrance has been T mark for white lineage by Highways.
- 3987. District Councillor Report – report on website.
- 3988. County Councillor Report – report on website.
- 3989. Routine Finance
To agree the following payments by cheque/bacs. Payments approved – unanimous.

15/07/2026	£1,316.95	Clerk – Wages.
15/07/2026	£137.80	Clerk - Expenses.
01/07/2026	£40.00	C Andrews - WI Hall Admin.
01/07/2026	£40.00	T Wale - WI Hall Cleaning.
01/07/2026	£80.00	D Nock - Cemetery Caretaker.
18/06/2026	£10.00	GiffGaff – Dereham Road Allotment Sim.
09/06/2026	£500.00	Bullock Park – grant towards Party in the Park.
10/06/2026	£262.82	BDC – WI Hall waste services.
16/06/2026	£13.14	Tufts – materials
16/06/2026	£240.00	Z Nock – strimming vacant allotment plots.
18/06/2026	£262.82	BDC – WI Hall waste contract.
22/06/2026	£25.00	LogicRed – domain.
22/06/2026	£157.14	St Johns Ambulance – replacement defib pads.
23/06/2026	£70.00	M Lodge reimbursement for laminate glass for bus shelter and basketball hoop.
24/06/2026	£289.55	TT Jones Electrical – street light maintenance.
25/06/2026	£115.38	Cartridge Save – new printer and set of inks.
25/06/2026	£76.00	Grademore – telegraph pole.
28/06/2026	£780.00	TPI Security – 50% deposit re Bullock Park CCTV Upgrade.
26/06/2026	£240.00	SCS Accounting – Internal Audit
01/07/2026	£130.00	J Gibb Honorarium Bullock Park health & safety checks.
30/06/2026	£3,447.60	TTSR Invoice 2 grounds maintenance.
03/07/2026	£110.88	Tufts – materials regarding Bullock Park fencing repairs.
12/07/2026	£199.80	Norfolk Association of Local Councils – gov.uk emails.

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



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04/07/2026	£373.30	100Green – Street Lighting - June
12/07/2026	£51.14	BT – WI Hall Internet
23/06/2026	-£557.17	Octopus – WI Hall Electric – Credit note 01/06/2025-30/04/2026
23/06/2026	£577.17	Octopus – WI Hall Electric 01/06/2025 -31/05/2026
02/07/2026	£27.91	Octopus – WI Hall Electric - June
01/07/2026	£23.65	EDF WI Hall Gas – June
25/06/2026	£15.46	British Gas – Heritage Centre electric – June.
01/07/2026	£12.19	Eon – The Green Electric – June
15/07/2026	£103.00	Rates – Heritage Centre
15/07/2026	£188.00	Rates – Cemetery

To receive, note and sign bank account balances 30/06/2026. Noted and signed by Chair.

Community Account (6072)	£37,363.03
WI Hall Account (5971)	£3,482.13
Church Wall Account (4380)	£7,975.13
Saver Account (4570)	£10,156.30
Street Light Account (7769)	£22,597.40
Total Balanced	£81,573.99

3990. To note receipt of the Internal Audit – noted.
3991. To receive and note Quarter 1 budget report – noted.
3992. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda.
Planning Applications

PL/2026/0844/VAR – Variation of Condition 2 on 3PL/2021/0887/VAR to replace the two approved holiday lets with a single larger detached holiday let.
Ash Farm, King Row, Shipdham.
Cllr Kemp DOI. No objections.

PL/2026/0907/FMIN – Demolition of existing dwelling and outbuildings to form new self build dwelling with two rear elevation Juliet balconies and access.
Hill House, Shipdham Road, Westfield.
No objections.

Planning Decisions – none.
Planning Appeals – none.

3993. To receive and note Clerk's Report – noted.
3994. BPMC - To receive and note:
a) Report from Bullock Park Management Committee – vandalism captured on CCTV, suspects identified by name and vehicle registration. Crime number from police and to send footage. AP Cllr Shelley.
b) Health & Safety update – damage caused to fence from act above is in hand. Skate ramp rivets repaired.
3995. To receive and note report from Speedwatch Team – due to holiday season only had one session – no speeding.
3996. To consider memorial application for Adam Dickie – approved. Clerk to approve.
3997. To approve village appraisal – Add question about safety, deadline 30 days from delivery. Clerk to initiate.
3998. To discuss village appraisal printing quote – approved printing and inserting. Thank you to Shipdham News volunteers. AP Clerk to initiate.
3999. To discuss the Village Green – Cllr Cross DOI. Voted against one way but agreed to highlight speed bumps. AP Clerk to initiate.
4000. To consider WI Hall fees – costs increase of £6.00 to be reviewed annually as from 1st September. AP Clerk/Marlene Secker to contact renters of the hall.
4001. To consider WI Hall renovation quotations/**date**. – quotation was agreed by majority and agreed date 3rd and 4th August. Cllr Holman and Cross to get revised quotation for other ceiling panels and date for rest of works to be completed AP Cllrs Holman & Cross to reach out to volunteers and arrange date.
4002. To consider replacing bin on Park Highatt Drive – change bin to closed dog bin agreed unanimous. AP Clerk to initiate.
4003. To discuss plantation boundary – price to draw back leaf litter via 1m quotation £200/£300. Approved unanimous. AP Clerk to initiate.
4004. **To consider quotation re litigation advice re plantation boundary** – on hold re above. AP Clerk to advise Solicitors.



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4005. **To consider grant application from Shipdham Preschool** – approved unanimous. AP Clerk to initiate.
4006. **To consider memorial bench for the late Bill Fawcett** – memorial bench agreed to be placed in front of Heritage Centre– AP Clerk to approach highways for permission and quotations.
4007. To note Defibrillator Checks completed – noted.
4008. To receive Cllrs Reports – for information only.

Cllr Chubbock – Queried bowling green public liability.

Cllr Belo – litter signs. DOI. Letton Road update, he had spoken to two residents, who were not against the idea of the footpath but he needed to speak to other two residents.

Cllr Cross – church clock to be repaired, 27th/28th July or mid August. Hands will be gold leafed and rebalanced. Access equipment needed once again.

Cllr Feerick – benches in church yard, feet are rotten. Cllr Feerick to take photos and send to Clerk. AP New benches on next agenda.

4009. 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 NCC (Shipdham Footpath 19) Extinguishment Order 2023- 4177840/HP/388/4 – noted.

To note NCC (Shipdham Footpath 19a) Creation Order 2023 – 4177840/HP388/4 – noted.

To note update from BDC regarding batteries and small electrical items – noted.

To note update regarding High Grove Solar Farm – noted.

To note temporary road closure, King Row from 202 meters from A1075 22nd – 23rd July 2026 – noted.

To note correspondence regarding maladministration – noted.

To note Thomas Bullock School outcome to the Statutory Inspection of Anglican and Methodists Schools inspection was “living up to its foundation as a Church school and is enabling pupils and adults to flourish.” – noted.

4010. Any matters for inclusion on the next agenda.

4011. To confirm the next Parish Council Meeting will take place on 10th August 2026.

Meeting closed 8.14 pm