



# SHIPDHAM PARISH COUNCIL



Chair: Sam Shelley Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD

8<sup>th</sup> December 2025 at WI HALL

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

### Items in bold added after agenda published.

J Smith Parish Clerk  
08/12/2025

- 3780. Apologies for absence – Cllrs Chaplin, Cramp, Holman, Smith, District Cllr Hewett & County Cllr Connolly.
- 3781. Declarations of Interest and to consider any requests for dispensations. –. Cllr Belo regarding Letton Road - requested dispensation to discuss matter – agreed. Cllr Cross regarding payments.
- 3782. To agree the Minutes of the meeting held on 10<sup>th</sup> November 2025 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those present.
- 3783. 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.*

Included: Scaffolding near village green. Breach of Council Code of conduct, informal complaint. M Lodge payment. New Key Safe for WI Hall AP Clerk to purchase. Ransom strip trees. Westotec and Network Power to replace post and SAM2 near Eastgate Junction.

- 3784. Matters Arising for information only – Action Points as per Clerks report.
- 3785. Chairman's Actions – Reflect on Christmas light up on 30<sup>th</sup> November, great turnout, Destiny Dough's doing hot dogs and burgers, Church Choir, Father Christmas from Dereham Round Table, family from The Green, switched on lights. Positive and negative comments on lights and will look to improve the lights for next year and improve the event even further. Hard work from Councillors in getting tree up and ready. Thomas Bullock Academy School was in the Times and Sunday Times Best School in the Country Guide 2026 regional ranking 11<sup>th</sup> for primary school. Christmas Tree festival went well, good turnout, nice selection of trees, with a carol concert and Salvation Army concert..  
Bowls Club and lease – Parish Council to invite Committee to meet in near future to discuss reasons. AP Clerk to invite Committee.

- 3786. District Councillor Report.  
There are now 13 Mindful Towns and Villages in Breckland – including Shipdham and through this initiative we able to offer Warm Packs to help those in need stay warm and well through the winter. Packs are available from a number of sources including the Pop Up Pantry that visits Shipdham, or [www.breckland.gov.uk/community/warm-and-well](http://www.breckland.gov.uk/community/warm-and-well).  
Following a public meeting in Dereham re NR19 Hotel – a multi-agency Dereham Task Force will be set up. A full public briefing about the responsibilities of Councils for homeless and vulnerable people is available on the BDC website or via social media. But in summary, emergency accommodation is provided when we (BDC) have a duty to do so. BDC houses currently houses 10 individuals/couples at the NR19 (no families) all with a local connection. The premises is monitored and visited every week by officers.  
Norfolk/Suffolk Mayoral Election delay – we have been advised this has been postponed until May 2028. The joint West cross-party proposal has written to express its dismay at the delay. As far as we know at the time of writing, Local Government Reorganisation will continue as planned. Residents are encouraged to continue contributing to the surveys re LGR.  
Inspiring Communities newsletter and other useful links for residents, communities and businesses on Breckland Council website and in the Winter edition of Your Breckland. Winter safety – please keep an eye on your neighbours and vulnerable people – lots of advice such as gritting routes on both NCC and BDC websites.

Paul and Lynda thanked everyone for support and wishes everyone a Happy Christmas and New Year.

- 3787. County Councillor Report – report to go on website once received.
- 3788. Routine Finance

To agree the following payments by cheque/bacs. D Cross DOI. Payments approved unanimous.

15/12/2025	Clerk	Wages	£1,302.53
15/12/2025	Clerk	Expenses	£164.30
01/12/2025	C Andrews	WI Hall Admin	£40.00
01/12/2025	T Wale	WI Hall Cleaning	£40.00
01/12/2025	D Nock	Cemetery Caretaker	£80.00
18/11/2025	GiffGaff	Dereham Road Allotment Sim	£10.00



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10/11/2025	R Clements & Son Ltd	Electrical installation works on The Green	£951.60
10/11/2025	Cartridge Save	Inks	£47.24
24/10/2025	Spire	Interim Bill re Bowls Green lease	£768.60
17/11/2025	Headway Suffolk	Donation	£250.00
17/11/2025	George Tufts & Son Ltd	Materials re Bullock Park fence repairs	£98.05
25/11/2025	Direct365	WI Hall Toilet Rolls	£34.79
26/11/2025	George Tufts & Son Ltd	Materials re Bullock Park fence repairs	£8.10
01/12/2025	M Lodge	Bullock Park fence repairs	£53.00
01/12/2025	Z Nock	Watton Road allotment hedge trimming	£130.00
01/12/2025	Riverdale Ecology	Ecological Appraisal Bullock Park	£1,718.75
01/12/2025	Riverdale Ecology	Ecological Appraisal Fieldfare Loke	£1,013.75
01/12/2025	D Cross	Lights, fixings etc for The Green	£264.41

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

04/12/2025	100Green	November Street Lighting	TBC
12/11/2025	BT	Bill	£47.41
06/12/2025	Octopus	November WI Electric	TBC
03/12/202	EDF	November WI Gas	£103.69
23/11/2025	British Gas	November Heritage Centre electric	£29.37
15/12/2025	BDC	Cemetery Rates	£195.00
15/12/2025	BDC	HC Rates	£90.00
<b>03/12/2025</b>	<b>Wave</b>	<b>Dereham Road allotments water</b>	<b>£30.89</b>
<b>03/12/2025</b>	<b>Wave</b>	<b>WI Hall water</b>	<b>£88.68</b>
<b>03/12/2025</b>	<b>Wave</b>	<b>Cemetery water</b>	<b>£20.81</b>
<b>04/12/2025</b>	<b>Wave</b>	<b>Watton Road allotments water</b>	<b>-£77.58</b>
<b>05/12/2025</b>	<b>Wave</b>	<b>Standpipe, The Green water</b>	<b>£18.29</b>

To receive, note and sign bank account balances 30/11/2025. Noted and signed by Chair.

Community account	6072	£26,000.07
Church wall account	4380	£7,975.13
Saver Account	4570	£19,017.99
Street Light Account	7769	£22,412.74
WI Hall Account	5971	£3,842.44
<b>Total Balances held</b>		<b>£79,248.37</b>

3789. To discuss draft budget – no changes to provisional budget and precept request.

3790. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda.

Planning Applications

PL/2025/1725/VAR	Variation of conditions 2 and 3 on pp PL/2025/1274/HOU – rear extension roof changed from pitched roof with hips to flat roof. 5 Market Street, Shipdham No objection.
PL/2025/1807/CLOPUD	Application for a Lawful Development Certificate for a Proposed Use or Development – Town and Country Planning Act 1990 (as amended) Proposed Garage Conversion Euphemia Pound Green Lane, Shipdham FOR INFORMATION ONLY

Planning Decisions – none.

Planning Appeals – none.

3791. To receive and note Clerk's Report – noted.

3792. BPMC - To receive and note:



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- a) Report from Bullock Park Management Committee – meeting on 3<sup>rd</sup> December, planning Party in the Park on 30<sup>th</sup> August 2026 and planning for 100<sup>th</sup> Anniversary.
- b) Health & Safety update. Weekly checks up to date.
3793. To receive and note report from Speedwatch Team – P Belo presented report. Bradenham Road & High Street – no speeding. Letton Road week before 3 x speeding, 1 @ 41 mph. Currently 7 volunteers, any further volunteers would need to be trained.
3794. To receive update regarding Letton Road – P Belo DOI but dispensation to discuss – following meeting with Matt Lines, Highways, the main challenges re footpath are NCC don't own the land either side of road. Section of land owned by BDC but does provide walk way off road. Matt to put together quote for a trod on the Breckland owned part. Road too narrow at the junction to Dereham Road, parishioners at junction would need to give up 1.3m of frontage, also streetlighting would need to be repositioned AP Cllr Belo to reach out to residents. SLOW white lineage is to be reinstated, when weather better. Quote for "Pedestrian in Road" warning sign coming into Letton Road and already have village gateway. No accidents resulting in injury reported. Cost estimate for trod was £35,000. Road not wide enough for traffic calming methods, 20mph not an option as specific regulations and class of road. Solar farm application may put road into industrial area straight off A1075 which will lessen traffic. Report on January.
3795. To consider quote for tree works as per survey – approved unanimous AP Clerk to approve and apply for TPO approval.
3796. To discuss ransom strip – the ransom strip approximately 2m x 160' in length was placed to satisfy parishioner who objected to the original houses being built. Land is not registered and Breckland Council has confirmed that they own the land in front of the neighbouring house but does own the ransom strip. Proposal quotes to registering the land in line with selling or registering straight to neighbour. Parishioner spoke he had maintained it for 10 years. AP Clerk to approach Cllr Hewett for advice, Clerk to approach Breckland Council to see who obtained the planning permissions in the first place and cost incurred in registering the land. Clerk to get quotes to cut back and remove trees.
3797. To discuss bypass around village – discussion took place, 40 years ago the quote was about £15 million – funding not available. AP Clerk to contact Highways and County Cllr Connolly.
3798. To consider gazebo quote and proof – approved – unanimous. AP clerk to order gazebo.
- 3799. To discuss request for funds re Church Clock** – approved £600.00 budget. AP Clerk to initiate..
3800. To note Defibrillator Checks completed – noted.
3801. To receive Cllrs Reports – for information only.

Cllr Feerick – pavement outside Golden Dog all broken up. AP Clerk to report. Market Street, opposite entrance Pound Green lane bus stop flooding. AP Clerk to report. Pound Green Lane/Close has been reported.

Cllr Chubbock – A1075 outside River Blackwater, telegraph pole gone down. AP Clerk to report to Highways.

3802. 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 Government consultation on Norfolk's local government future is open to 11<sup>th</sup> January 2026 link a
- To note streetlight maintenance contract extended for a further 2 years by majority email vote – noted.
- To note approved Hall memorial application by majority email vote – noted.
- To note TRO road closure on Woodrising Road at junction with Hook Lane, Cranworth from 9.30 to 15.30 10<sup>th</sup> December 2025 – noted.
- To note and receive Bullock Park and Bowls Green land valuations – on website – noted.
- To note email from parishioner regarding the lighting on The Green – noted.
- To note upcoming abnormal load movements regarding RWE offshore wind projects commencing 8<sup>th</sup> December – noted.
3803. Any matters for inclusion on the next agenda – Letton Road.
3804. To confirm the next Parish Council Meeting will take place on 12<sup>th</sup> January 2026.

Meeting closed at 21.06. Chair wished everyone a Happy Christmas and New Year.