



SHIPDHAM PARISH COUNCIL



Chair: Sam Shelley Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

8th June 2026 at WI HALL

Present: Cllrs: Shelley (Chair), Belo, Chubbock, Cross, Feerick, Kemp, Lister, Smith, District Cllr Turner,
County Cllr Kher & Clerk: June Smith

7 x Parishioners in attendance. The meeting opened at 7.30pm. Meeting was recorded.

Items in bold added after agenda published.

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.

J Smith Parish Clerk
08/06/2026

3950. Apologies for absence – Cllr Holman and District Cllr Hewett.
3951. Declarations of Interest and to consider any requests for dispensations – none.
3952. To agree the Minutes of the meeting held on 11th May 2026 - the minutes were agreed as a true and accurate record and signed by the Chair – unanimous from those present
3953. 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.*

Tables missing from WI Hall AP Clerk to mention in Shipdham News.

3954. Matters Arising for information only – As per Clerk's Report.
3955. Chairman's Actions – Talking with Parishioners re parking issues on Pound Green Lane, Complaint received regarding the cones on grass at Pound Green Lane. Walking around village and reporting overgrown hedges to the Clerk, for her to write to residents.
3956. District Councillor Report – Cllr Lynda Turner Firstly I would like to welcome Kabeer as our new County Councillor and look forward to working with him on your behalf.
Breckland's Inspiring Communities fund is open again for groups to apply for match funded grants to help them survive and thrive in their communities. Full details on the Council website.
Work is well ahead in transferring appropriate Breckland owned pieces of land to parish and town councils, in order to ensure their longevity as we go through LGR and Devolution. The first of the Breckland owned car parks have been transferred to Thetford, with other towns in progress.
Collection of domestic food waste. This mandatory service will start in September, with each household being given a small indoor caddy, and a larger one for outside weekly collection. There is a briefing for members this week at Elizabeth House.
The collection of batteries and small electrical items is still on hold, following the fire at one of the depots. Please never put a battery however small in general or recycling waste bins, as these are a fire hazard. Batteries can be disposed of at any supermarket, or outlet that sells batteries.
Breckland has committed £1.2m to provide housing for young people from age 18-25, to combat youth homelessness.
Finally, there will be a by-election in Toftwood, on the resignation of one of their councillors, for family reasons. Sarah has also resigned as Police and Crime Commissioner with immediate effect.
3957. County Councillor Report – Cllr Kher introduced himself to the Parish Council and went through report – report on website.
3958. Routine Finance
To agree the following payments by cheque/bacs. Payments agreed unanimous.

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.
05/06/2026	£165.00	M Lodge – repairs around village
05/06/2026	£60.00	Hayes & Storr Solicitors – compliance fee.

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



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04/06/2026	£426.69	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
03/06/2026	£19.11	Wave – Watton Road allotment water supply (still in credit £40.38)
03/06/2026	£19.11	Wave – The Green water supply
03/06/2026	£179.85	Wave – WI Hall water supply
03/06/2026	£428.34	Wave – Dereham Road allotment water supply.
03/06/2026	£19.11	Wave – Cemetery water supply.

To receive, note and sign bank account balances 31/05/2026. Noted and signed by Chair.

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
Total Balanced	£82,706.90

3959. 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.

3960. To receive and note Clerk's Report – noted.

3961. BPMC - To receive and note:

- Report from Bullock Park Management Committee – Chair, Paul Chubbock spoke about a donation given to Bullock Park of a driving experience worth approx. £3,000, will be raffled online and posters will go up and around the village to promote this, also on social media and website.
100th Anniversary of Bullock Park next year, ideas for marquee on the park which will run for a week.

- Health & Safety update – weekly checks up to date – wooden fencing being checked.

3962. To receive and note report from Speedwatch Team – Cllr Belo gave report. Have sadly lost one member and Cllr Shelley has joined the group. New observation point on A1075 once approved. Sam2 data – AP Cllr Smith to investigate reports.

3963. To discuss CCTV upgrade Bullock Park 50% contribution – approved unanimous. AP Clerk to initiate.

3964. To approve Cemetery Policy changes – approved unanimous. AP Clerk to update.

3965. Village appraisal – update on progress – looking into full appraisal. Survey to be approved by next month. Cllrs asked to give Clerk questions by next week. Shipdham News deliverers will help to deliver to each household, apart from Yare Green which is currently not covered. End July next Shipdham News drop. AP All to collate questions.

3966. Christmas Festival – set steering group – Last year we coincided with the Rotary Club, had hot food vender and community choir. This year to make more like a festival/fair, encouraging stall holders to attend earlier in the afternoon. Comments regarding the lights have been taken onboard and will be more lights this year. The lights have continued to stay on in the evenings, currently 8-10pm which has received lovely comments. Steering Group Cllrs Cross, Kemp & Belo.

3967. To discuss quotations for land behind Pound Green Lane – quotation to clear and remove approved. AP Clerk to initiate.

3968. To discuss changing bin on Park Highatt Drive – AP Clerk to speak to Sarah Simpson from Breckland

3969. To approve public statement re Bullock Park project pause – approved. AP Clerk to put on website.



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3970. To discuss WI Hall hire costs – deferred.
3971. To discuss WI Hall refurbishment – AP Clerk to get more quotations. Consider moving fire alarm once re-decoration has taken place.
3972. To discuss telegraph pole for Swan Lane CCTV - £3 per foot plus delivery. 12 foot pole agreed AP Clerk to initiate.
3973. **To discuss verges requiring protection to maintain visibility at junctions and prevent inappropriate parking** – Pound Green verges on A1075 and opposite school on Pound Green Lane, Cllr Kher could provide 3 benches in member's budget. AP Clerk to approach Highways. Also, to consider double yellow lines at Pound Green Lane Junction to stop inappropriate parking. cc Cllr Kher in email with Matt lines.
3974. **To discuss plantation land at Mill Road** – AP Cllr Turner to speak to Richard Firsher regarding the boundary.
3975. **To consider grant to Bullock Park Management Committee** – approved unanimous. AP Clerk to initiate.
3976. To note Defibrillator Checks completed – noted.
3977. To receive Cllrs Reports – for information only.

Cllr Smith – notices for Shipdham News. Vehicle on A1075 not taxed, has been reported many times to DVLA, AP bring up at SNAP meeting.

Cllr Cross – church clock due to be completed 20th June, also agreed to paint the hands and may well get bell working too. Chair thanked Cllr Cross for his persistence in getting this done.

Cllr Belo – litter picking to sort dates and publicise on facebook page.

3978. 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.
Approved quotation to trim WI Hall overhanging branches by majority email vote – noted.
To note WI Hall electricity renewal fixed 12 month contract by majority email vote – noted.
3979. Any matters for inclusion on the next agenda.
3980. To confirm the next Parish Council Meeting will take place on 13th July 2026.

Meeting closed 9.10pm