



SHIPDHAM PARISH COUNCIL



Chair: Sam Shelley Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

9th March 2026 at WI HALL

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

3 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
09/03/2026

- 3864. Apologies for absence – Cllr Lister & District Cllr Hewett.
- 3865. Declarations of Interest and to consider any requests for dispensations - Derek Cross re The Green – dispensation agreed. Cllr Feerick re planning at Fieldfare Loke dispensation agreed.
- 3866. To agree the Minutes of the meeting held on 9th February 2026 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those present.
- 3867. 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.*

Stab packs – agenda for next.

- 3868. Matters Arising for information only – Action Points – points in hand.
- 3869. Chairman's Actions – Reporting pot holes and noted road surveyor had been into the village.
- 3870. District Councillor Report – report on website.
- 3871. County Councillor Report – no report
- 3872. Routine Finance
To agree the following payments by cheque/bacs. Payments agreed unanimous.

15/03/2026	£1,302.53	Clerk – Wages.
15/03/2026	£164.00	Clerk – Expenses.
02/03/2026	£40.00	C Andrews - WI Hall Admin.
02/03/2026	£40.00	T Wale - WI Hall Cleaning.
02/03/2026	£80.00	D Nock - Cemetery Caretaker.
18/02/2026	£10.00	GiffGaff – Dereham Road Allotment Sim.
28/02/2026	£49.99	Acorn Pest & Country Services – pest control in Cemetery.
18/02/2026	£1,480.80	Roger Norton Tree Surgeons – tree works as per tree survey.
13/02/2026	£105.60	Norfolk Parish Training and Support – training for new Councillor.
20/02/2026	£15.00	Bullock Park – Hall Hire
20/02/2026	£400.00	Shipdham Church – donation to flower festival.
02/03/2026	£342.00	Roger Norton Tree Surgeons – emergency tree works, Bullock Park.
26/02/2026	£2,430.40	Spire Solicitors – First Registration and Interim bill re land swap.
05/03/2026	£420.00	All Saints Church – Shipdham News advertising.

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

04/03/2026	£705.50	100Green – Street Lighting - February
12/02/2026	£47.41	BT – WI Hall Internet
06/03/2026	£42.97	Octopus – WI Hall Electric - February
03/03/2026	£90.80	EDF WI Hall Gas – February
25/02/2026	£83.22	British Gas – Heritage Centre Electric Credit Note October - January
25/02/2026	£91.94	British Gas – Heritage Centre Electric – October - January
05/03/2026	£17.91	Eon – The Green Electric – February
25/02/2026	£47.00	Information Commissioner's Office renewal.
03/03/2026	£18.09	Wave – Watton Road allotment water (currently £59.49 in credit)
03/03/2026	£20.61	Wave – Cemetery water
03/03/2026	£18.09	Wave – The Green water
03/03/2026	£20.61	Wave – Dereham Road allotment water
03/03/2026	£130.57	Wave – WI Hall water



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To receive, note and sign bank account balances 28/02/2026. Noted and signed by Chair.

Community Account (6072)	£10,709.12
WI Hall Account (5971)	£3,639.81
Church Wall Account (4380)	£7,975.13
Saver Account (4570)	£19,073.48
Street Light Account (7769)	£22,476.30
Total Balanced	£63,873.84

3873. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda.
Planning Applications

PL/2026/0215/DCA – Discharge of Condition 8 on PP 3PL/2022/1046/F (Water Management Plan)
PL/2022/1046/F – Discharge of Conditions 12 & 19 on PP 3PL/2022/1046/F (Nutrient Mitigation & boundary screening)
The Old Waggon and Horses, Chapel Street.
FOR INFORMATION ONLY

PL/2026/0179/VAR – Variation on condition 2 of pp 3PL/2019/0250/D – Change to house type and position of plot 7.
Land adjacent to Field View, Swan Lane, Shipdham.
No objections.

PL/2026/0246/FMAJ – Proposed change of use of 6.47 hectares from Grade 3 agricultural land to B2 & B8 General storage and industrial use, and the erection of a new 4,740m² building.
Falcon Tower Crane Services, Mile Road, Cranworth.
No objections.

Planning Decisions – none.
Planning Appeals – none.

3874. To receive and note Clerk's Report – noted.
3875. To approve Standing Orders 2026 – approved unanimous – AP Clerk to adopt.
3876. To approve Freedom of Information Act – Publication Scheme – approved unanimous AP Clerk to adopt.
3877. BPMC - To receive and note:
a) Report from Bullock Park Management Committee – no meeting.
b) Health & Safety update – all weekly checks completed.
3878. To receive and note report from Speedwatch Team – Team was on Letton Road – no speeding. Chair thanked Cllr Belo and the team of volunteers for helping to improve the road safety in the village.
3879. To discuss grant application for William Morfoot Ltd – 1 abstention 6 against.
3880. To discuss ransom strip hedge – quote to cut side and top approved unanimous.
3881. To discuss bin outside Post Office – approved unanimous.
3882. To discuss litter picking – Cllr Belo/Cross to pick up items from BDC. Risk assessment and disclaimer completed. Budget of £100 approved to purchase pickers, hoops, and gloves. AP Clerk to purchase equipment.
3883. To discuss WI Hall renovations – Cllr Holman – Budget and costings, hardware £1000/£1200 not including ceiling tiles. Plumber needed to quote for toilets. AP Cllr Holman to get quote to do ceiling first including two types of ceiling tiles, skip, LED lighting, and electrician to sign off works. AP Clerk to get calendar of free weekends/dance school – aim for June school break.
3884. To discuss The Green entrance DOI Cllr Cross. Bike rack to be reinstalled. Letters re making The Green one way received 4 replies, 3 against and 1 in favour. AP Price to paint the speed bumps and have them smoothed. AP Clerk to do another mail shot.
3885. To appoint internal auditor – SCS Accounting approved unanimous.
3886. **To consider Norfolk Parish Training and Support subscription** – 1 abstention 6 against subscription.
3887. **To approve planning revisions for the schemes in Shipdham in Fieldfare Loke** – DOI Cllr Feerick. Discussion took place with regard to changing plot 5 to affordable housing with no garage. AP Clerk to get costs and implications for not changing plot 5.
3888. To note Defibrillator Checks completed – noted.
3889. To receive Cllrs Reports – for information only.

Cllr Smith – barrier on pathway at school bends. AP Clerk to contact NCC Highways.



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3890. 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 application to British Heart Foundation for defibrillator at the WI Hall was unsuccessful – noted.
Notification of proposed works from Environmental Agency on the River Wensum, River Tud, River Whitewater, Lower Wendling Beck, River Yare (upper) and River Tiffey – noted.
To note approved insurance reinstatement cost assessment quotation by majority email vote – noted.
To receive and note the asbestos report for WI Hall – all low risk – noted.
To note email from George Freeman MP regarding complaint about parking at the school – noted.
To note first set of consultee comments available regarding the Local Plan www.breckland.gov.uk/local-plan-2025 -noted.
To note RWE transformer delivery dates to Necton, 15th March, 12th April, 19th April and 31st May – noted.
To note thank you letter from Parochial Church Council regarding Flower Festival donation – noted.
To note complaint from Parishioner regarding audio data – noted.
3891. Any matters for inclusion on the next agenda. Update on village clock.
3892. To confirm the next Parish Council Meeting will take place on 13th April 2026, following the Annual Meeting of the Parish
3893. **To consider excluding the press and public under the Public Bodies (Admissions to Meetings) Act 1960 S1 because their presence would be prejudicial to the public interest due to the confidential nature. To review current restrictions applied to vexatious complainant.**

Cllr Chubbock left the meeting.

Email to be blocked and complainant informed as have already requested communication with the Council to be by post only.

Meeting closed 9.10pm