

# DEREHAM TOWN COUNCIL

10<sup>th</sup> February 2026

At a meeting of the **Full Council** held on **Tuesday 10<sup>th</sup> February 2026** in the Memorial Hall at **7.30pm**.

**Present:** Councillors Z Flint (Vice Chairman), P Duigan, A Greenwood, R Jamieson, A Keats, H King, L King and P Morton.

Also in attendance: T Needham (Town Clerk), and J Barron (Deputy Town Clerk).

171. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, C Coleman, S Green and R O'Callaghan.

172. **Declaration of Interest.**

There were no declarations of interest.

*The meeting was adjourned*

Mr Jayden Lister from Shipdham spoke of his concerns over the possibility of there being parking charges at the car parks in Dereham when they are handed over to the Town Council.

*The meeting resumed*

173. **To receive announcements.**

The Deputy Mayor, Councillor Z Flint, announced that the Mayor, Councillor R O'Callaghan had attended the following event:

1<sup>st</sup> February 2026 - Wymondham Civic Event

Councillor H King presented a certificate from the Royal British Legion to Dereham Town Council for all their service and support to the Dereham Poppy Appeal, and Remembrance Day. He continued by saying that the Poppy Appeal in Dereham had raised the sum of £33,000.

174. **To receive from the Chairman, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 13<sup>th</sup> January 2026.**

Proposed by Councillor Z Flint, the minutes of the Full Council meeting held on Tuesday 13 <sup>th</sup> January 2026 were agreed and signed subject to minor amendments.
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175. **Markets& Buildings**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Markets & Buildings Committee meeting held on Tuesday 27<sup>th</sup> January 2026.**

Proposed by Councillor Z Flint, the minutes of the Markets & Buildings Committee meeting held on Tuesday 27<sup>th</sup> January 2026 were agreed and signed.

- b) To discuss any matters arising and vote on any recommendations listed below.

The following recommendations were put to the vote, agreed and approved by the council:

**To consider response to Public Space Protection Order (PSPO) consultation.**

It was agreed that the Council supports the PSPO in principle but recommended that examples of what is classed as anti-social behavior would be helpful and that signage of what the restrictions are should be installed around the proposed area. Also, the designated area should be extended to include Becclesgate play area, Fleece Meadow, and Morrisons. The Clerk is to be asked to look at rewording the section as it relates to bicycles.

**Update regarding Memorial Hall roof tiles and to consider and make recommendations for any action.**

It was agreed the Council seek legal advice regarding the failing roof tiles and holding the manufacturers who provided the tiles to account.

It was agreed to get a detailed drone survey of the tiles arranged to establish the extent of the issues. This would be arranged after legal advice has been received.

**To consider engaging an architect to progress the Breckland Land Transfer.**

It was agreed the Town Council progress the transfer of the land near the Leisure Centre by commissioning Rhona Flemming to produce a master plan for the site. and that a soil analysis is carried out on the land.

It was agreed that given the history of the Leisure Centre site, investigations into possible historic contamination be carried out so that the Council understands the possible risks before any transfer.

**Update on Barwell Court Toilets, to consider and make recommendation regarding handrails.**

It was agreed that a heavy-duty retractable handrail be fabricated and installed into the disabled toilet at Barwell Court.

176. **Social Welfare**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Social & Welfare Committee meeting held on Tuesday 27<sup>th</sup> January 2026.**

Proposed by Councillor H King, the minutes of the Social & Welfare Committee meeting held on Tuesday 27<sup>th</sup> January 2026 were agreed and signed.

- b) To discuss any matters arising and vote on any recommendations listed below.

The following recommendations were put to the vote, agreed and approved by the council:

**To consider and make recommendations relating to burial responsibilities.**

It was agreed that a letter be sent to all undertakers giving a guide of the Town Councils expectations of how a grave should be left after a burial making it clear that the Council expects high standards.

It was agreed the Town Council adopt a policy of making undertakers responsible for topping-the-graves-up for the first 12 months following a burial. If the Council receives reports of dropped graves within this period, then the appropriate undertaker can be notified.

**To consider and make recommendations relating to grave depths.**

It was agreed the Town Council policy is amended to stipulate that the depth of a double grave must be an absolute minimum of 6 ft. It must be made very clear to undertakers that 6ft is the absolute minimum and that if the grave diggers are digging less than 6ft then some sort of penalty will need to be introduced.

**To consider and make recommendations relating to setting out ashes plots at the New Cemetery.**

It was agreed the Town Council commission the fabrication of a series of rails made of stainless-steel angle sections, which would be fixed in the ground. The rails would be fabricated so that standard 600 x 900 slabs locate exactly within the rails.

**To consider and make recommendations regarding the time between a burial and the erection of a headstone.**

It was agreed the Town Council advise the next of kin, undertakers, and stonemasons, that it is recommended that headstones are not erected until 12 months following a burial to allow time for the ground to settle. Communications should explain the reason 12 months is being recommended.

177. **Plans**

To receive from the Chairman, confirm as correct and sign the minutes of the **Planning Committee meeting held on Tuesday 13<sup>th</sup> January 2026.**

Proposed by Councillor A Greenwood, the minutes of the Planning Committee meeting held on Tuesday 13<sup>th</sup> January 2026 were agreed and signed.

Councillor R Jamieson raised his concerns about the location of the solar storage batteries in the following planning application [PL/2025/1800/FMAJ](#) **Former Jewson Builders Merchants Westfield Road.**

The Town Clerk said that he would write to Breckland Council for more information as to what procedures were in place.

178. **To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.**

Proposed by Councillor Z Flint, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed.

179. **To consider and agree how graves should be left following a funeral.**

It was agreed that new graves are covered with artificial grass for the first year following a funeral but the next of kin should be given the option to opt out if they wish. The Town Council would continue to seed the graves once the graves had settled, this would now take place in September.

It was agreed that the sum of £7 be added to the burial fees to cover the cost of the artificial grass.

It was agreed that the cemetery rules be modified to state that artificial grass is permitted for the first 12 months only following a burial.

180. **To consider requesting that Breckland Council register all open spaces in its ownership within Dereham with Fields in Trust.**

Councillors agreed to request that Breckland Council register open spaces in its ownership within Dereham, and potentially at risk of being lost, with Fields in Trust. The Clerk would circulate a list suggested open spaces to Councillors before submitting.

181. **To agree recommendation for appointment of consultant to prepare future recruitment.**

It was agreed to appoint Local Government Resource Centre to prepare future recruitment.

182. **To discuss and agree amended wording for the PSPO consultation.**

It was agreed that the following amended wording for the PSPO consultation be submitted to Breckland Council for their consideration:  
Anti-social use of bicycles etc – 'Within the designated area; no person shall ride a bicycle, skateboard or e-bike, within Wrights Walk, Nelson Place or

along any footpath or footway adjacent to the carriageway.

Congregation around Public Toilets – No person shall loiter, remain or gather in or around Barwells Court or inside/outside the public toilets, whether alone or in a group of two or more persons.

**183. To receive any updates/reports from members of the Council who are County or District Councillors.**

Councillor H King asked County Councillor P Duigan if he had an update on the overgrown hedges on Greenfields Road.

Councillor Duigan had no update.

Councillor H King also asked Councillor Duigan if he knew when repairs would be carried out on the A47 between Dereham and Kings Lynn as this part of the road is breaking up.

Councillor Duigan said that this would be an issue for the Highways Agency.

Councillor H King asked about the zebra crossing on Norwich Road near Etling Grange and Councillor R Jamieson asked when the feasibility study would be carried out.

Councillor Duigan said that he was hopeful that the feasibility study would take place within the next few months

Councillor A Greenwood said that he had noticed that work has started on the care home Scarning and asked if any work was to be carried out on the Drayton Hall Lane/A47 junction.

There was no response.

Councillor H King asked if there were any update on further repairs to Cherry Lane.

The Town Clerk replied that repairs would be attempted this week.

**Chairman**