

# **DEREHAM TOWN COUNCIL**

19<sup>th</sup> May 2026

At the Annual Town Council Meeting held on Tuesday 19<sup>th</sup> May 2026 at the Memorial Hall, Dereham at 7.30pm.

Present: - Councillors Z Flint (in the chair), P Duigan, S Green, R Jamieson, L King, P Morton and R O'Callaghan.

Also in attendance were Town Clerk T Needham, Deputy Town Clerk J Barron and District and County Councillor A Webb.

1. **To appoint the Town Mayor for the year 2026-2027.**

Councillor R O'Callaghan proposed Councillor Z Flint, seconded by Councillor L King, there were no further nominations. It was put to the vote and agreed that Councillor Z Flint serve as Town Mayor for the year 2026 – 2027.

Councillor Z Flint took the chair.

2. **To receive the Town Mayor's Declaration of Acceptance of Office.**

Councillor Z Flint read and signed the Declaration of Acceptance of Office.

3. **To appoint the Deputy Mayor for the year 2026-2027.**

Councillor Z Flint proposed Councillor S Green, seconded by Councillor P Duigan, there were no further nominations. It was put to the vote and agreed that Councillor S Green serve as Deputy Town Mayor for the year 2026 – 2027.

4. **To receive the Deputy Mayor's Declaration of Acceptance of Office.**

Councillor S Green read and signed the Declaration of Acceptance of Office.

5. **Declaration of Interest**

There were no declarations of interest.

6. **To receive apologies for absence.**

Apologies for absence were received from Councillors A Brooks, C Coleman, A Greenwood, H King and A Keats.

7. **Outgoing Town Mayor's address.**

Fellow councillors, officers of Dereham town council and most importantly residents of Dereham and Toftwood.

It is with a massive sense of gratitude, a sprinkle of sadness (and a bit of relief) that I am before you tonight to conclude my year of service, as your Mayor. This past year has flown by much faster than I could have imagined.

It has been a whirl wind of engagements, ceremonies, and most importantly, meaningful connections, it has been a huge privilege to serve as the first citizen of our fantastic town.

Whether it has been opening the new Nova training facility on Yaxham road, opening fates at Independence matters on Rashes Green, laying the wreath for Dereham Town Council-and the people of Dereham and Toftwood, at the Cenotaph on Remembrance Sunday or opening Bishop Bonners cottage for the coming season, the warmth and resilience of our people has been a constant revelation and inspiration to me.

During my local engagements, I have witnessed firsthand the incredible spirit of our local volunteers, business owners, and community groups, you are the heartbeat of Dereham.

I also would like to make a special mention to our town council officers and staff. To the officers and the entire team, thank you, without you, Dereham would not function, your tireless work behind the scenes goes unnoticed by most, you are the linchpin that holds everything together, I certainly would not have managed my diary without Kayleigh's help.

I must also take this opportunity to express my heartfelt thanks to my much better half, best friend and life companion, wife of 36 years nearly 37 years, (and Dereham's first Mayoress) all rolled up into one, Paula, thank you for your unwavering support, your patience during those late night engagements, and for keeping me grounded throughout this epic journey.

Whilst my time as your Mayor has come to an end, my commitment to our town does not stop here, we are a town of immense possibilities, I know we have bright future ahead of us.

It has been the honour of my life to represent you, I wish my successor every success if the year to come, my advice? Accept every invitation and enjoy it.

**8. To receive tributes to outgoing Mayor.**

Councillor Z Flint thanked Councillor R O'Callaghan for all his support, commitment and humour over the year and said that he will be a hard act to follow.

Councillor P Morton said that Councillor R O'Callaghan had been a splendid Mayor who impressed people with his friendly nature and congratulated him on his year.

Councillor L King congratulated Councillor R O'Callaghan on maintaining friendly relations with staff, councillors and the public. She continued by saying that had been a Mayor worthy of our town and had seen all sorts of things, she finished by congratulating and thanking him.

P Duigan thanked Councillor R O'Callaghan for all his hard work and being friendly with everyone.

Councillor R Jamieson said that he appreciated Councillor R O'Callaghan being so welcoming and taking him on board when he first joined the council.

Councillor S Green thanked Councillor R O'Callaghan for been a great ambassador for the town, always being cheerful and keeping the meetings on track.

9. **To receive announcements.**  
There were no announcements.

10. **To agree membership of Committees.**

Proposed by Councillor Z Flint seconded by Councillor L King it was agreed that the committee members stated below remain the same with the exception of the Personnel Committee where Councillor R Jamieson stood down from Personnel and was replaced by Councillor R O'Callaghan.

## **Committees**

### **Plans**

*Responsible for considering and commenting on all building plans submitted for comment by Breckland Council*

**All Councillors**

### **Committee Cycle A:**

#### **Heritage & Open Spaces**

*Responsible for; open spaces, Bishop Bonner's Cottage, Windmill, Street Furniture, Town Sign, Explosive Store, Closed Churchyard*

**Councillors A Brooks, A Greenwood, P Duigan, Z Flint, R Jamieson and P Morton.**

### **Recreation**

*Responsible for; allotments, transfer of Play Areas, grass cutting & ground maintenance*

**Councillors A Brooks, A Greenwood, P Duigan, Z Flint, R Jamieson and P Morton.**

### **Committee Cycle B:**

#### **Markets & Buildings**

*Responsible for; Assembly Rooms (inc office furniture) Memorial Hall, Fleece Meadow, Markets.*

**Councillors S Green, H King, L King, C Coleman, A Keats and R O'Callaghan.**

Social & Welfare

*Responsible for; War Memorial, Dereham Community Car Scheme, Twinning, Cemetery (inc Lodge, Chapel, trees, paths & roads), Barwell Court toilets, Christmas Tree and Christmas lights, Communications and Events.*

***Councillors S Green, H King, L King, C Coleman, A Keats and R O'Callaghan.***

**Other Committees/Working Parties**

Finance & Governance

*Responsible for; Grants, Audits, Accounts, Budgets*

***Councillors P Duigan, S Green, A Greenwood, L King, R Jamieson and P Morton.***

Personnel Committee

*Responsible for; Wage Reviews, Appraisals, Interviewing for staff.*

***Councillors Z Flint, S Green, R O'Callaghan, H King and L King.***

The Mayor and Deputy Mayor are ex-officio members of all Committees (subject to Standing Order 42).

11. To confirm representatives for outside bodies (normally appointed for 4 years) and to receive a brief report.

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| Proposed by Councillor Z Flint, seconded by Councillor P Duigan it was agreed that the committee members stated below remain the same. |
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- (a) **Trustees of Charities:**  
Aaron Williamson's Charity  
***Councillors Z Flint and P Morton.***

Dereham Relief In Need Charities  
***Councillors Z Flint and P Morton.***

East Dereham Educational Charity Trust.  
***Councillors Z Flint and P Morton.***

- (b) **Representation on other bodies:**

Citizens Advice Bureau.  
***Councillor A Brooks***

Civil Emergency Member (to liaise with Breckland Council Emergency Officer)  
***Councillor P Duigan***

12. **To fix the dates and times of Council, Plans and Committee meetings.**  
The dates and times of Council, Plans and Committee meetings were agreed up to the Heritage & Open Spaces and Recreation Committee meetings on the 27<sup>th</sup> July 2027.
  
13. **To confirm Civic Sunday date 30<sup>th</sup> August 2026 and Bowls Match Friday 14<sup>th</sup> August 2026.**  
The Mayor, Councillor Z Flint announced that her Civic Sunday will be held on the 30<sup>th</sup> August 2026 and the annual bowls match would be held on Friday 14<sup>th</sup> August 2026.

Chairman