

# DEREHAM TOWN COUNCIL

10<sup>th</sup> March 2026

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

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

Also in attendance: T Needham (Town Clerk) and G Snow (Town Council Officer).

184. **To receive apologies for absence.**

Apologies for absence were received from Councillors C Coleman and R O'Callaghan.

185. **Declaration of Interest.**

There were no declarations of interest.

*The meeting was adjourned*

There was no public speaking.

*The meeting resumed*

186. **To receive announcements.**

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

21<sup>st</sup> February 2026 – Mid Norfolk Railway Model Railway Exhibition  
6<sup>th</sup> March 2026 – South Green Visit

187. **To receive from the Chairman, confirm as correct and sign the minutes of the Full Council meeting held on Tuesday 10<sup>th</sup> February 2026.**

Proposed by Councillor Z Flint, the minutes of the Full Council meeting held on Tuesday 10 <sup>th</sup> February 2026 were agreed and signed.
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188. **Heritage & Open Spaces**

a) To receive from the Chairman, confirm as correct and sign the minutes of the **Heritage & Open Spaces Committee meeting held on Tuesday 24<sup>th</sup> February 2026.**

Proposed by Councillor P Duigan, the minutes of the Heritage & Open Spaces Committee meeting held on Tuesday 24 <sup>th</sup> February 2026 were agreed and signed.
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- 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 discuss maintenance of Rolling Pin Lane.**

Councillor P Duigan advised that he had made contact with the relevant officer at Norfolk County Council, who is optimistic that something can be done.

It was agreed that the issues of maintaining Rolling Pin Lane be left to Norfolk County Council, if Norfolk County Council requested funding from Dereham Town Council it would have to demonstrate that Rolling Pin Lane is a maintained Highway.

**To consider request to place dog waste bin on Cherry Lane.**

It was agreed that the Town Clerk write to Breckland District Council asking them for a formal agreement that they will empty bins for the next ten years or the lifetime of the bin. If no agreement can be agreed, then the Town Council would not provide bins.

**To consider removal of block-built bus shelter on Norwich Road.**

It was agreed that the Town Clerk contact Norfolk County Council to ask for evidence of who is responsible for the bus shelter.

**To consider Norfolk County Council gritting routes.**

It was agreed that the following areas be put forward to be added to Norfolk County Councils gritting routes:

1. Number 8 bus route in Toftwood. This is a vital bus route for many people getting to work, part of which is also National Cycle Route 13.
2. Theatre Street – this is a well-used route to school and a bus route.
3. South Green / South End / Baxter row – Again, a very heavily used route, and part of National Cycle Route 13.
4. Moorgate – bus route into town and heavily used by residents, the junction on the corner of Moorgate is a blackspot for ice.

189. **Recreation**

- a) To receive from the Chairman, confirm as correct and sign the minutes of the **Recreation Committee meeting held on Tuesday 24<sup>th</sup> February 2026.**

Proposed by Councillor Z Flint, the minutes of the Recreation Committee meeting held on Tuesday 24<sup>th</sup> February 2026 were agreed and signed.

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

The following recommendation was put to the vote, agreed and approved by the council:

## To consider and make recommendations with regards to Skate Park Design.

T Needham, Town Clerk, updated Councillors that the revised plans had come through and were ready to go out to consultation. The tarmac path to the shelter would need to be removed, and the fencing moved out a little, to allow for the larger footprint.

It was agreed to go ahead with the revised plans for the skatepark with the larger footprint and an additional budget of up to £20,000.

### 190. Finance

a) To receive from the Chairman, confirm as correct and sign the minutes of the **Finance & Governance Committee meeting held on Tuesday 3<sup>rd</sup> March 2026.**

Proposed by Councillor S Green, the minutes of the Finance & Governance Committee meeting held on Tuesday 3<sup>rd</sup> March 2026 were agreed and signed.

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

### To consider grant applications.

The following grants were agreed:

Organisation	Amount of Grant Agreed	Reason for Grant	Comment
The about Dereham Partnership	£500	To fund publicity materials for Heritage Open Days.	
Dereham Band	£750	To fund three free concerts in the Ellenor Fenn Gardens in Dereham on the 21 <sup>st</sup> June, 19 <sup>th</sup> July, 30 <sup>th</sup> August 2026.	The committee would like the band to explore opportunities for sponsorship in future years.
Dereham Meeting Point	£1000	A sign written pop up Gazebo.	The committee would like to see photos of how the gazebo is being used.
Norfolk Accident Rescue Service	£1000	To fund CPR and Defibrillator training courses for the general public at the NARS base in Dereham.	

### To review ear-marked reserves.

The ear marked reserves were reviewed.

It was agreed that Burial Account be utilised to create a memorial for still birth burials at the old cemetery. This would be deferred to the Social and Welfare committee to consider.

**To consider adding interest to certain ear-marked reserves at year end.**

It was agreed that interest be added to the following ear marked reserves at the end of each financial year:

- Allotment capital account
- FEPOW memorial maintenance
- FODMH – towards children’s theatre

The interest applied will be the same as is received in the Council’s Premier Account

**To consider installing PVs on the flat roof of Dereham Memorial Hall.**

Councillor R Jamieson requested that the spec for the PVs be circulated once it was available.

It was agreed that the Council proceeds with installing solar panels and batteries on the flat roof of the Memorial. The cost could be between £50k and £60k, with a pay-back period of 5-11years. Once the spec has been confirmed prior to tender, an estimate for the additional insurance premium is obtained. If the additional insurance premium was for more than £500 then the matter would be brought back to committee to reconsider.

**To consider Assembly Rooms external and internal decoration.**

It was agreed that as part of the external painting of the Assembly Rooms, that the foyer and stair area be painted and the flooring on the stairs and landings be replaced.

**191. 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.

**192. To confirm representation on the Dereham Task Force Political Oversight Group.**

Councillors who attended the initial meeting of the Dereham Task Force Political Oversight Group gave an overview to the Council of what was discussed. The scope and what direction the group would take would be decided at the next meeting. Youth had been added as an area to focus on, and there was an emphasis on holding all members to account. Once the scope had been decided, a base line and how success could be measured would be discussed.

T Needham, Town Clerk, informed Councillors that initially Breckland District Council were looking for 2 members of Dereham Town Council to join the group, 4 names were put forward, and Breckland Council agreed that all 4

members could attend.

T Needham advised that the position of Vice Chairman for the group was to be decided by Dereham Town Council.

Councillor H King proposed Councillor A Keats. There were no other nominations, it was agreed that Councillor A Keats be Vice Chairman for the Dereham Task Force Political Oversight Group.

T Needham added that 3 members of public were appointed and that the group are still seeking a member from the business community. There are 2 areas that the group would need to look at; how vulnerable people are coming into the community and how they are supported, and the quality of the temporary accommodation where these vulnerable people are being housed.

Councillor A Keats noted that there may be a conflict of interest for Breckland District Council, being the licencing authority for temporary housing, the placement authority, as well as the enforcement authority for any issues caused by people placed by themselves. It would be interesting to see how Breckland Council respond to any conflict, being the regulator and the licensor.

Councillor R Jamieson informed the Council that a report has been commissioned around implementing Article 4.

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

Councillor Z Flint read out some updates sent from District Councillor A Webb, who was unable to attend the meeting in person.

Councillor P Morton requested that the appeal for a reduction in affordable housing on the outstanding planning application for 48 Greenfields Road be raised as an issue, and requested that a Breckland District Council Ward Member speak against the proposal at the upcoming Breckland Council Planning Meeting on 24 March 2026.

Councillor S Green informed Councillors that the bus improvement works and road closures in Dereham town centre are on schedule to finish by this coming Friday.

**Chairman**