DEREHAM TOWN COUNCIL

27th October 2026

At a meeting of the **Heritage & Open Spaces Committee** held at the Memorial Hall on **Tuesday 27th October 2026.**

Present: Councillors P Duigan (Chairman), R Jamieson, Z Flint, A Greenwood, and P Morton.

Also in attendance: Councillors S Green and J Tuley, Town Clerk T Needham, Deputy Town Clerk J Barron, Town Council Officer T Thompson, K Hawkins (Community Access Warden), J Heyburn (Dereham Heritage Trust) and D Spencer (Dereham Saints Football Club).

1. **To receive apologies for absence.**
   There were no apologies for absence.

2. **Declaration of Interest.**
   There were no declarations of interest.

3. **To receive a report from Dereham Heritage Trust.**
   Jane Heyburn gave a summary of her previously circulated report, providing highlights of a successful year to date and plans for 2027.

Councillor Duigan joined the meeting and took over the Chair from Councillor Jamieson. Councillor Green joined the meeting.

4. **To receive a report from the Community Access Warden.**
   Ken Hawkins (Community Access Warden) explained that his report looked at the current state of pathways against how they were 10 years ago. Overall the position was positive but the issue of seasonal flooding on some routes remained. Mr Hawkins answered questions and explained pathway cutting responsibilities (Norfolk County Council, landowners) and provided future ideas for paths across Glebe Land (if purchased by the Town Council) and new trods (via the Parish Partnership Scheme).

5. **To consider Parish Partnership Scheme options.**
   Two possibilities had been identified.

   <u>Speed-activated sign (SAM) or automatic speed watch camera</u>.
   Norfolk Police were yet to approve the use of automatic speed watch cameras. Cllr Jamieson explained the benefits of SAM 3 over SAM 2 speed-activated signs.

The committee recommended that a SAM 3 speed watch camera was purchased via the Parish Partnership Scheme.

Bus Shelters

Councillors deferred this item until passenger data has been received from Konnectbus. However other funding options may be more cost-effective than through the Parish Partnership Scheme.

6. **To consider regular cleaning of bus shelters.**

Councillors discussed the benefit to passengers of having clean bus shelters and the quotes for cleaning once or twice each year. Councillor Jamieson suggested business sponsorship to off-set cleaning costs in exchange for business signage on the structure.

The committee recommended that bus shelters should be cleaned twice each year.

7. **To consider inspecting and decorating the Town Sign.**

The Town Clerk explained that the current Assembly Rooms contract could be extended to allow a full inspection of the Town Sign which had not taken place for about 25 years. Until a full inspection had taken place the extent and cost of repairs could not be estimated.

The committee recommended that the Assembly Rooms contract is extended to include scaffolding and inspection of the Town Sign on the basis that the works are necessary for safety and that the opportunity to act with the current contractors should not be lost.

Chairman