

DEREHAM TOWN COUNCIL

13th January 2026

At a meeting of the **Full Council** held on **Tuesday 13th January 2026** in the Memorial Hall at **7.30pm**.

Present: Councillors R O'Callaghan (Chairman), P Duigan, Z Flint, A Greenwood, A Keats, H King, L King, and P Morton.

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

162. **To receive apologies for absence.**

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

163. **Declaration of Interest.**

Councillor A Greenwood declared an interest in minute 168 as he is Treasurer of St Nicholas Bowls Club.

The meeting was adjourned

There was no public speaking.

The meeting resumed

164. **To receive announcements.**

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

13th December 2025 - Opening of the Masonic Lodge Museum

13th December 2025 - Community of Our Lady of Walsingham carols by the Manger (and a tour around the convent on the Neatherd)

15th December 2025 - Dereham ATC Award Ceremony, which was also attended by Councillor H King

165. To receive from the Chairman, confirm as correct and sign the minutes of the **Full Council meeting** held on **Tuesday 9th December 2025**.

Proposed by Councillor R O'Callaghan, the minutes of the Full Council meeting held on Tuesday 9 th December 2025 were agreed and signed subject to minor amendments.

166. **Personnel**

a) To receive from the Chairman, confirm as correct and sign the minutes of the **Personnel Committee meeting** held on **Tuesday 6th January 2026**.

Proposed by Councillor H King, the minutes of the Personnel meeting held on Tuesday 6 th 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 recruitment process for Deputy Clerk and consider appointing external consultants to assist in recruitment process.

The Committee recommended the following:

- 1) That an external consultancy be engaged to initially carry out the work detailed within the briefing document in preparation for the recruitment of the Deputy Clerk.
- 2) That the selection of a suitable consultant is conducted as a tender process, with the opportunity to tender posted on the Government's website.
- 3) The Clerk, in consultation with Councillor Z Flint, would prepare a draft tender scoring matrix, this would be circulated within the committee for comment before being finalised.
- 4) That the Clerk, along with Councillors Z Flint and H King would review submitted tenders and bring a recommendation to a Full Council meeting.

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

Proposed by Councillor R O'Callaghan, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed.

168. **To consider submitting an expression of interest to Breckland Council to request the Freehold of the St Nicholas Bowls Club be transferred to Dereham Town Council.**

Councillor R O'Callaghan proposed that the Town Council submit an expression of interest in having the Freehold of St Nicholas Bowls Club transferred to Dereham Town Council, this was put to the vote and agreed. Councillor A Greenwood abstained.

169. **To appoint Councillor A Keats to the following committees, Social & Welfare and Markets & Buildings.**

It was agreed that Councillor A Keats be appointed to the following committees

- Social & Welfare
- Markets & Buildings

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

County Councillor P Duigan announced that the work to improve the Market Place had started.

Councillor A Greenwood asked when the potholes by the new Lidl's would be repaired. Councillor Duigan replied that the contractors must make good within a certain period of time or they can be fined.

Councillor H King asked Councillor Duigan if he would look into getting the overgrown hedging on Greenfields Road cut back as he had to walk in the road to get around the overgrown hedge.

The Town Clerk asked Councillor Duigan about the new powers being given to local government to prevent parking on pavement. Councillor Duigan replied that he could not comment on this.

The Town also asked Councillor Duigan if he had been able to secure any of the funding from the 12 million pounds that Norfolk County Council had been awarded for active travel.

Councillor Duigan asked for any ideas for use of the funding to be put forward.

Chairman