*NOTE: In the case of non-members, this agenda is for information only

DEREHAM TOWN COUNCIL

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22nd October 2026

To All Members of the Heritage and Open Spaces Committee
Councillors A Brooks, P Duigan, Z Flint, A Greenwood, R Jamieson, and P Morton.

Dear Councillor

You are hereby summoned to attend a meeting of the **Heritage and Open Spaces** Committee at the Memorial Hall, Dereham on **Tuesday 27th October 2026 at 7pm** to consider the items on the Agenda below. All Councillors are welcome to attend the above meeting even if they are not a member of the particular committee.

Yours faithfully

A N Needham

Mr A N Needham
Town Clerk

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Council.

AGENDA

1. To receive apologies for absence.

2. **Declaration of Interest**
   In accordance with the Localism Act 2011, Members are asked at this stage to declare any Disclosable Pecuniary Interests or Other Registerable Interests; as defined by the Code of Conduct adopted by the Council. Councillors shall declare such interest as soon as it becomes apparent, disclosing the nature and extent of those interests. Failure to disclose any Disclosable Pecuniary interests or to knowingly give false or misleading information is a criminal offence under section 34 of the Localism Act 2011.

3. To receive a report from Dereham Heritage Trust.

4. To receive a report from the Community Access Warden.

5. To consider Parish Partnership Scheme options.

6. To consider regular cleaning of bus shelters.

7. To consider inspecting and decorating the Town Sign

Dereham Heritage Trust
Heritage and Open Spaces Committee - 27th October 2026

Bishop Bonners Cottage Museum
We opened our doors on Friday 2nd May and closed on 26th September. The Museum was formally opened by the Mayor and we had 60 visitors during the morning, discovering our new displays for this year. Our main display related to Sport in Dereham and included a portrait of Charles Wood, a world record holder runner (1886/7), loaned to us by Derham Town Council. The secondary display related to the Temperance Movement in Dereham. We continue to unify our information boards and update our display cabinets.

In addition to our usual opening days we had two special events days:

Digging Dereham - we held this event over three days rather than one, due to its success last year and took as its theme 'Super Saxons.' Activities included mini excavations, object handling and Saxon crafting. It also gave us the opportunity to display the Spong Pottery we hold in our Archive and direct our visitors to St. Withburgas Well.
This is part of the Council for British Archaeology's Festival of Archaeology.

Bonnie Take Over Day - Bonnie the Mouse took over the Museum for a day of crafts and activities inspired by the Sport in Dereham exhibition.

We also offer pre-booked visits and this year Wymondham W.I. were welcomed - and enjoyed - a guided tour of the cottages. A delightful group of 12 pre-schoolers from East Dereham Day Nursery also visited and took part in a Bonnie the Mouse hunt! We also welcomed a small group of visitors who had travelled on the Mid-Norfolk Railway and who asked if they could visit the museum on a day we are normally closed.

Merchandise
In addition to our booklets and postcards, we have added tote bags and pens to our offering. Local artist Clare Welfare has produced a limited edition of local art prints and these have proved popular with visitors.

Community Engagement
Now we have a rather eye-catching gazebo, we are able to take part in more community activities, whatever the weather, and this year we have taken part in:

Dereham Day
Dencora Family Funday

Small Charities Showcase at the Forum in Norwich
Valentines Day craft activities at Dereham Library

We were also able to take advantage of Dereham Town Councils Pop-Up for local charities and we pitched our gazebo in the market place on 23rd June welcoming and chatting to visitors, while enjoying some delicious cake.

Currently, we have a display at Dereham Windmill showcasing the history of Dereham and at the end of November we have our 'Big Book Sale'.

We are also invited to Community groups to give talks on a variety of local history topics and this year we have been welcomed by Dereham Cancer Care, Swanton Morley Gardening Club and Yaxham Friendship Group.

DHT is working with Gressenhall Museum helping with their research into Beech House and its occupants, one of whom was John Allison - One Arm Jack - who lived in BBC.
We are also working with DTC with their proposed memorial to stillborn babies

Finally, we contribute to the Local History Corner in the Heart of Norfolk Advertiser.

Membership and Meetings
Membership of DHT holds steady at 86 members. Our monthly evening meetings average an attendance of 40 who have listened to talks on a variety of subjects, including Chanter's Jigge who treated us to an evening of musical performance and historical entertainment.
A quarterly Newsletter is distributed to our membership.

We are also noticing an increase in enquiries from individuals who are researching their family history and/or specific events which took place within the Dereham area which involves a family member or building.

Heritage Open Days
With the permission of DTC we again opened the Assembly Rooms to the public for Heritage Open Days alongside BBCM.
Displays within the Assembly Rooms included costumes worn at an 'Assembly' during the Regency period, a display of fans and their language from our archives, explanations of the two portraits, King George III and General Haig, and how the 1926 strike affected Dereham. There were activities for children and the opportunity to take a 'selfie' within a gold picture frame wearing a crown!

BBCM also welcomed visitors, many of whom had 'chosen' Dereham from the HOD's Booklet and were exploring the town over the day. St. Nicholas Church, the Museum and the Assembly Rooms form an ideal 'triangle' of history.

Grants

DHT has been fortunate in receiving a grant from the Les Potter Trust of £500.
Norfolk Community Fund grant of £500 paid for Digging Dereham and Bonnie Takeover Day.
We are also in receipt of a grant via the 'Love your Market Town', which we are using for a project entitled 'A century of Footsteps.'

Summary

In total, over our whole season and including HOD's, we have welcomed over 1,000 visitors, adults and children. On event days and HOD's there is free admission but donations are welcomed.

The support of DTC is welcome both financially and in providing an archive room, and we value the support given.

We are working towards the re-accreditation of BBCM with the support of Sue Booth, Museum Development Officer Norfolk and hope this will be completed next year.

2027's display will be a history of 'Photography in Dereham'. This will give us the opportunity to highlight the Skinner camera we have, as well as detailing the photographers of Dereham from Victorian times onwards and the history/location of the buildings they occupied.

We would be unable to carry out any of the above without the selfless support and time our invaluable volunteers provide. They are the friendly faces at the Museum welcoming visitors and answering any questions, helping at our children's events and supporting the work of DHT.

Jane Heyburn
Trustee
Dereham Heritage Trust

Community Access Warden report
for the Heritage and Open Spaces Committee meeting on 27 October 2026

The following abbreviations are used:
FP - Footpath; BR - Bridleway; RB - Restricted Byway; NCC - Norfolk County Council; NH - National Highways; BDC - Breckland District Council; DTC - Dereham Town Council; PRoW - Public Rights of Way; DWaW - Dereham Walkers are Welcome

As it is 10 years since Dereham Walkers are Welcome gained accreditation (and longer since I became a Footpath Warden for the Council), this seemed a good time to review what changes had occurred to the town's rights of way during that period.

Path	Notes	*Status*
FP1	A stile unnecessarily separates the path from the bank of the A47. This short section of path can get a bit overgrown. The steps up to the A47 have been rebuilt twice, once by National Highways and once by DWaW and The Ramblers.	*No significant change, broadly acceptable*
FP1a	The path across the field has sometimes been made and sometimes not. Some 50m of scrub nearest to Mattishall Road were for a time blocking the path, but this has not been repeated in recent years.	*No significant change, broadly acceptable*
FP2	This path remains unpredictable but partly unsatisfactory. The section nearest to Mattishall Road is almost invariably covered with crop, so comfortable access depends on the crop. It is shown as being on NCC's contract cutting schedule, but I have never seen any evidence of cutting. Where the path switches to the field on the other side of the hedge, access is generally ok - the path is not marked, but the surface is rough grass which can be fairly easily walked. The final section across the field has in the last couple of years generally been cleared of crop.	*Some improvement but far from fully as it should be, though generally walkable*
RB3	Ten years ago, this path was routinely unusable and NCC was refusing to take any action as the northern end was not a recognised right of way (though the southern end has always been fully recognised as a footpath so this 'reason' was entirely spurious). With DTC and other interventions, several improvements have been made: it is now signed at the northern end (but not the southern) and a gap has been created in the hedge where it leaves RB38, while at the southern end, a culvert has been installed to cross a ditch that previously was seen as a barrier. Some problems remain, however. The junction with RB28 is a short but steep bank and while the path is walkable, other legitimate users (cyclists, horse riders and carriage drivers) would face major, and for some, insuperable, challenges. The course of the path is sometimes sort of marked out, but rarely along the legal line - more often on a zig zag route that ladders between tractor tracks made by the landholder.	*Some real improvements but far from fully as it should be, especially for users other than walkers*
FP4	No change	*Well signed and well kept*

Path	Notes	*Status*
FP5	No change. The path does not follow the legal line, but the walked route is signed and easy to follow.	*Acceptable*
FP6	Another path of three parts. The western section runs from Etling Green through the garden of a house, then into a field. Part way across the field, there is a junction with FP7. There has never been any issue (so far as I am aware) with the householder, but for a long time, NCC failed to respond to requests to erect signs confirming the route of the path. Shrubs have grown which block the legal route of the path, but it has always been possible to walk round them to reach the correct point where the path enters the field. In previous years, the path across the field had not been made through the crop, but some years ago, contact was made with the landholder and since that time, the path has been well made. After the junction with FP7, the path legally continues through further two fields to reach the drive to Rookery Farm, which is not a right of way. On the ground, the path can be travelled (though is not marked out on the ground) to the edge of the field, but there is no bridge across the ditch at this point, nor a gap in the hedge to allow entry to the next field. As far as can be ascertained without trespassing, there is no way through either of the next two fields nor an exit to the farm drive. It is doubtful if NCC would pursue action given these difficulties.	*Mixed. Some walkers will be doubtful of their rights to cross a garden, making it more than usually important to have adequate signage. Given the absence of any right to use the Rookery Farm drive, I would not pursue restoration of that part of the path as a priority*
FP7	The improvements that have been made to FP6 apply here too - in fact the combination of the walkable element of FP6 across the field plus FP7 would look to most like a single path. At the eastern end, the path does not follow its legal course, skirting a small piece of woodland rather than going through it. The walked route is perfectly usable.	*Acceptable*
FP8	Little change. Most of the path runs along a field edge; over the last 10 years, the path has moved more into the field, with the hedge not cut back. The path is shown as on NCC's cutting schedule.	*Acceptable*
FP9	Probably no change. Although legally present, this path is wholly overgrown by mature trees and bushes. It runs only to the parish boundary and can be accessed only from Swanton Road, at that point derestricted, bendy and without footway. I see no point in trying to bring it into use.	*Unavailable*
FP10	No change	*Fully acceptable*
FP11	No change	*Fully acceptable*
FP12	No change	*Fully acceptable*
FP12a	No change	*Fully acceptable*
FP13	No change	*Fully acceptable*

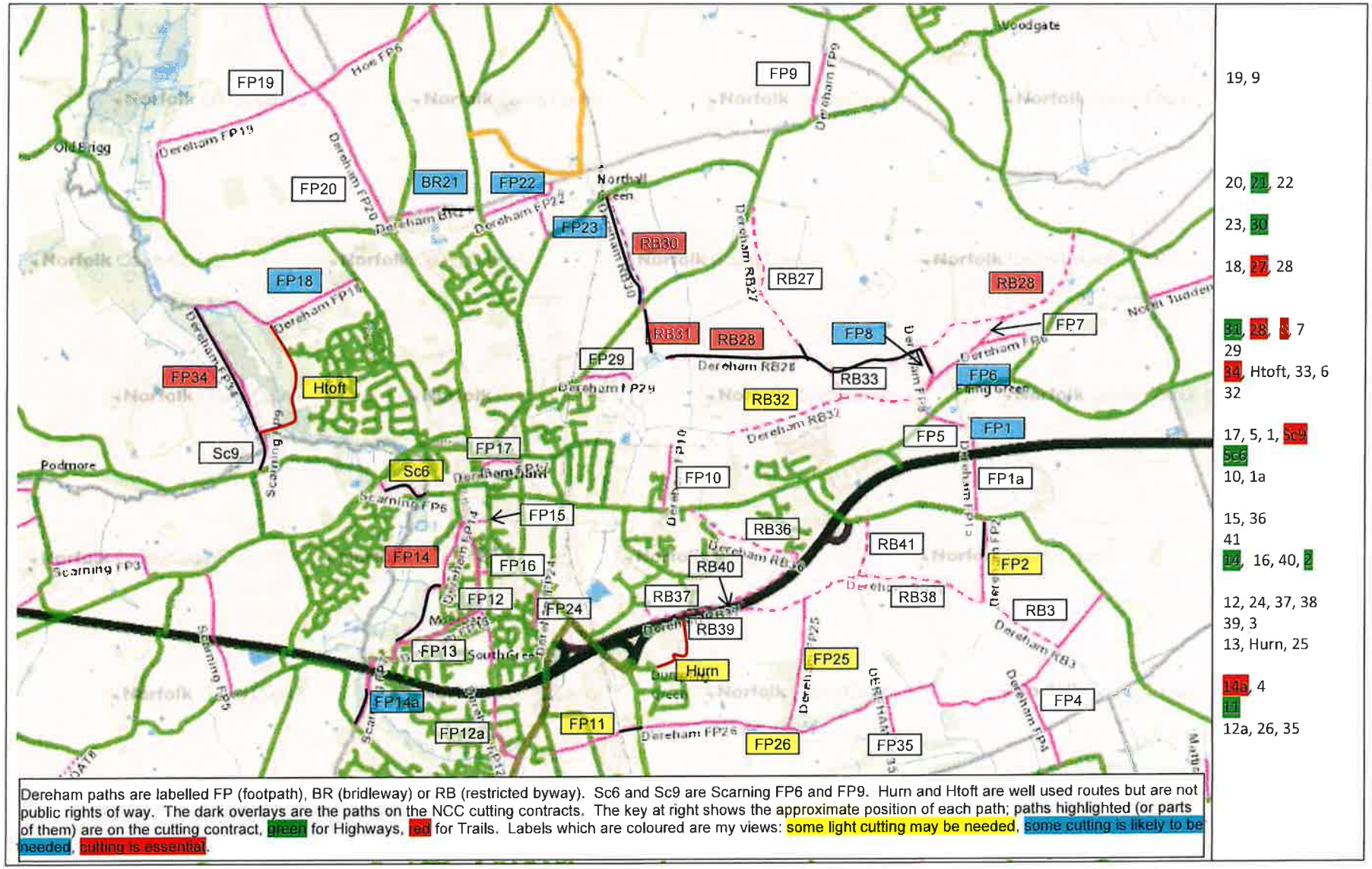
Path	Notes	*Status*
FP14	A path of three parts. The northern part is Rolling Pin Lane, which has always been acceptable for walkers, but recently potholes along the path were filled, presumably for the private benefit of houses with garages accessed from the Lane. The central part follows the school fence and has seen a range of actions over the last decade. At the beginning it was impassable, but some clearance by DWaW was followed by some work by NCC, which in turn enabled The Ramblers and DWaW to clear it further. It remained narrow and easily overgrown, as well as receiving a share of litter that seemed to originate in the school field. Following further representations, NCC accepted that this was the legal line of FP14 (and not the informal path through the water meadows) and conducted a major widening and clearance, which DWaW followed with a litter pick. NCC has promised to revisit the path this winter to grind out the stumps on the path. Where the path joins FP13, a small piece of land adjacent to the path has regularly been the recipient of garden and other waste. The land is owned by the Diocese, which has cleared the rubbish on two or three occasions, but not followed a suggestion of creating a fence or hedge, so the problem periodically recurs. BDC has also cleared rubbish from here, though I understand it is technically outside its remit. The path then runs on pavements to the end of Waples Way. For most of the last 10 years, the walked route has followed the bank of the stream to join the legal route just before reaching the A47. NCC has stated that it intends to re-establish the legal route, which also involves removing a broken stile. The path is not signed at the A47, though the value of signage is doubtful.	*Largely acceptable, if not on the legal route*
FP14a	This is the continuation of FP14 across the A47 - not signed, but again signage would be of little value. Much of the path is on boardwalk adjacent to the Potter's Fen SSSI. The boardwalk was partly repaired with new netting put down by The Ramblers and DWaW, but deteriorated again quite quickly. For some years, the path remained with broken boards which represented hazards for walkers (and the unlawful cyclists using it). A couple of years ago, NCC replaced the old boardwalk as well as installing a new section near to Stone Road. This work however, left a gap between which had always become very muddy after rain; this gap has only very recently been filled, making a continuous boardwalk.	*Fully acceptable*
FP15	Wakes Lane - no change	*Acceptable*
FP16	No change	*Acceptable*
FP17	No change	*Acceptable*
FP18	No change. The path is susceptible to minor growth but this is easily managed.	*Acceptable*
FP19	Some improvement. The route of this also forms a set of well used farm tracks; it has always been fully acceptable for walkers. The section running north from FP20 towards Gressenhall has been improved as part of the Wendling Way.	*Fully acceptable*

Path	Notes	*Status*
FP20	Part of the Wendling Way, being resurfaced throughout. It has also been designated as a permissive cycling route, though cyclists seem rare (possible deterred by the installation of a number of gates, as well as the failure to carry the improvements to FP19 through to Fakenham Road).	*Fully acceptable*
BR21	One half of this path is a track, fully acceptable to walkers. The other half runs through trees to reach Back Lane and is much narrower and to a degree susceptible to overgrowth. A fingerpost at the road has been usefully moved to a point where it can be seen from the road - before it was not visible until you joined the path. I would be surprised if horse riders used this path and have seen little evidence of cycling.	*Acceptable*
FP22	Unchanged. A path through the trees, running to the parish boundary with Hoe and Worthing; although not legally recognised, the walked path continues to meet a publicly available route.	*Acceptable*
FP23	Unchanged. A short path through trees, with a couple of patches that can get very muddy after wet weather.	*Largely acceptable*
FP24	Unchanged. A surfaced route given a sinuous course rather than the legal straight line, though the divergence is slight.	*Fully acceptable*
FP25	The northern section of this path follows the field edge and used to be overgrown on occasions, but in recent years, the landholder has used the field edge more for their own purposes, happily making the path more usable for walkers. The southern section is full track width, but gets flooded after wet weather; there is just about a basic path through the adjoining trees, but needs care to avoid tripping.	*Barely acceptable after wet weather*
FP26	Little change. This path follows a track from Yaxham Road to Mattishall Road. At each end, it provides private vehicular access to adjoining properties, while the central section gives the landholder access to the fields. The path is notorious for the persistence of water in the ruts that form - even after all the dry weather this year, a few puddles remained.	*Barely acceptable after wet weather*
RB27	No change. Most of this path is a well used farm track, with just a short section through trees at the southern end.	*Acceptable*
RB28	The western end of this path forms the northern border of the country park area; it's on the NCC cutting contract and is well used, so is generally accessible. The next section, through the trees to FP8, can get a little overgrown, but usually presents no problems. After FP8 and to the Park Farm drive, it is less well used and the overgrowth can be more intrusive. Finally, beyond Rookery Farm, there can be a lot of growth which needs regular attention. A substantial clearance of the first part of this was completed by DWaW and DTC some years ago, before which it was effectively impassable.	*Largely acceptable, though some parts need cutting back two or three times in a normal year*

Path	Notes	*Status*
FP29	The context of this path has changed with the building of the houses on Swanton Road, but the path itself is little changed.	*Fully acceptable*
RB30	A decade ago, this path represented a considerable challenge. Various pieces of small scale work were undertaken which made some short term improvements, but the real change came when the landholder cleared the full length of the path and cut back a hedge which tended to push people into a ditch. It still needs attention from time to time, but now from a much better base.	*Acceptable, with cutting needed from time to time*
RB31	This path too has presented problems of growth. It was never as bad as RB30, but has never had the decisive attention of that path either. It remains generally acceptable, but does need cutting back from time to time. It is not yet clear what impact, if any, the Swanton Road development will have on it.	*Acceptable, with cutting needed from time to time*
RB32	The path experienced some muddy sections towards The Neatherd end, which were much improved by the resurfacing undertaken a few years ago. The growth is again encroaching somewhat at the Etling Green end, so will need monitoring.	*Acceptable*
RB33	No change	*Acceptable*
FP34	The section of the path alongside the stream includes some very boggy sections after rain, when water drains off the meadow into the stream. NCC cured one of these with a short piece of bridge/boardwalk, but said it could not do any more without permissions and resources. All has been well in the dry weather, but I expect the problem to reappear with the rain. The boardwalk through the woods was fully renewed by NCC a few years ago and remains in good condition. The final part through the woodland experienced a couple of muddy patches - enough for people to establish diversions around them: these have disappeared with the dry weather, but may well come back with the rain.	*Acceptable for as long as it's dry*
FP35	Dedicated by the landowner as a public footpath some years ago. This path can have a flooded/muddy section after wet weather.	*Acceptable for as long as it's dry*
RB36	Recognised as a Restricted Byway following action by DTC and others. This path was resurfaced not long ago, making a significant improvement. Unfortunately, potholes began to appear again quite soon. They have mainly been filled and provide a good surface now; the acid test will be how they react after wet weather.	*Acceptable for as long as it's dry*
RB37	Recognised as a Restricted Byway following action by DTC and others. Fully cleared and resurfaced by NCC.	*Fully acceptable*
RB38	Recognised as a Restricted Byway following action by DTC and others. No change	*Acceptable*

Path	Notes	*Status*
RB39	Recognised as a Restricted Byway following action by DTC and others. Can be open to mild flooding/muddiness.	*Acceptable for as long as it's dry*
RB40	Recognised as a Restricted Byway following action by DTC and others. No change.	*Acceptable*
RB41	Recognised as a Restricted Byway following action by DTC and others. No change. Lacking in signage.	*Fully acceptable*

Ken Hawkins, Community Access Warden, Dereham Town Council **16 October 2026**



Dereham paths are labelled FP (footpath), BR (bridleway) or RB (restricted byway). Sc6 and Sc9 are Scarning FP6 and FP9. Hurn and Htoft are well used routes but are not public rights of way. The dark overlays are the paths on the NCC cutting contracts. The key at right shows the approximate position of each path; paths highlighted (or parts of them) are on the cutting contract, green for Highways, red for Trails. Labels which are coloured are my views: some light cutting may be needed, some cutting is likely to be needed, cutting is essential.

HERITAGE AND OPEN SPACES COMMITTEE · AGENDA NOTES

Dereham Town Council

Heritage and Open Spaces Committee — 27 October 2026

5. To consider Parish partnership scheme: options

Purpose: To consider which projects to take forward under the parish partnership scheme.

The Parish Partnership scheme is a grant scheme operated by Norfolk County Council which allows parish councils to apply for up to 50% of the costs towards specific highways improvement. Two suggestions have come forward so far.

Speed-activated sign or automatic speed watch camera

An additional SAM 2 speed activated sign or an automatic speed watch camera.

The automatic speed watch camera has significant advantages, as it captures a photograph of any speeding vehicle that can then be passed to the Police. While some Police Authorities such as Thames Valley and Hampshire have approved their use, Norfolk Police not yet approved the use of the auto speed watch cameras. Clarification is still being sought on whether Norfolk Police would be happy to approve.

The cost of the SAM 2 sign is £3,735 with blue tooth data download (there will be on costs to Dereham Town Council to maintain and continually deploy).

The Automatic speed watch camera would be around £4,000. And would be deployed by speed watch volunteers.

Bus shelters

The cost of each bus shelter is around £4,500. Four locations have been suggested:

- Shipdham Road — Westfield Road junction (northbound)
- George Elliot Way — Watersfield Road
- Yaxham Road — near Westfield Lane (one in each direction)

Konnect bus have been asked for data on usage of bus stops, in order to establish which stops in Dereham are used most. Despite repeated chasing, Konnect have not responded to our emails.

There is an opportunity to apply for other funding to for 100% of some of the bus shelters. The Town Council was successful in applying for this funding last year.

6. To consider regular cleaning of bus shelters

Purpose: To decide whether bus shelters should be cleaned on a regular basis, and if so how frequently.

Two quotes were obtained for cleaning the bus shelters. The cheapest offered:

Service	Unit cost	Total
Single clean of all shelter units	£35 per unit	£700
Subsequent cleans	£25 per unit	£500

The subsequent-clean rate applies provided the shelters are cleaned at least twice a year.

Recommendation: That Councillors decide whether bus shelters should be cleaned on a regular basis, and if so, how frequently.

7. To consider inspecting and decorating the Town Sign

Purpose: To decide whether to extend the Assembly Rooms contract to include scaffolding and inspection of the Town Sign.

The Town Sign has not had a formal inspection for at least 25 years. The decoration of the Assembly Rooms has recently gone out to formal tender, with the lowest tender awarded the contract.

Councillors are asked to consider extending the Assembly Rooms contract to include erecting scaffolding, to allow inspection, cleaning and painting of the structural work supporting the figures.

Once scaffolding is erected and inspections take place, other work may be identified, and a structural engineer may need to be engaged to provide professional advice. Until access is established, it is difficult to know the extent of any works required. The sign needs inspecting, and any work needed to ensure its safety will have to be carried out. There is now an opportunity, with the current contractors in place, to progress this work.

Under Financial Regulation 11.1(iv), the Council can extend an existing contract.

Recommendation: That the Committee approves extending the Assembly Rooms contract 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.