

DEREHAM TOWN COUNCIL

28th July 2026

At a meeting of the **Heritage & Open Spaces Committee** held at the Memorial Hall on **Tuesday 28th July 2026**.

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

Also in attendance: Councillors H King and L King, Town Clerk T Needham, Deputy Town Clerk J Barron and K Hawkins (Community Access Warden).

1. **To receive apologies for absence.**

Apologies for absence were received from Councillor R Jamieson.

2. **Declaration of Interest**

There were no declarations of interest.

3. **To elect a Chairman.**

Councillor A Greenwood proposed Councillor P Duigan, seconded by Councillor P Morton; there were no other nominations. It was agreed that Councillor P Duigan be appointed Chairman of the Heritage & Open Spaces Committee 2026/27.

4. **To elect a Vice Chairman.**

Councillor P Duigan proposed Councillor R Jamieson, seconded by Councillor Z Flint; there were no other nominations. It was agreed that Councillor R Jamieson be appointed Vice Chairman of the Heritage & Open Spaces Committee 2026/27.

5. **To receive a report from the Community Access Warden.**

Ken Hawkins (Community Access Warden) presented his report and the proposed document to be posted Dereham Town Councils website. It was agreed that the council's licence for maps could be used for the document.

The committee recommended that the document prepared by the Community Access Warden be posted on the Town Council website along with a link for reporting problems with footpaths. There would also be a report/simple explanation of how to use the link. This information would also be included in the Councillors information packs.

6. **To consider having a Speed Activated Sign (SAM) policy.**

After much discussion the following recommendation was made:

The committee recommended that there should be a policy stating that the Speed Activated Sign should be in any one location for a maximum of 4 weeks.

Councillors and members of Speed Watch would be able to download data from the SAM signs should it be required.

7. **To consider approach to risks arising from tree inspection reports.**

The committee recommended that future tree work is now focused on trees requiring work which has been categorised as a high or medium priority in a high-risk zone.

Chairman