

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

DEREHAM TOWN COUNCIL

Assembly Rooms, Quebec Street, Dereham, Norfolk NR19 2DJ

Telephone: Dereham (01362) 693821 Fax: (01362) 693405

E-mail: generalenquiries@derehamtowncouncil.org

Web Site: www.derehamtowncouncil.info

26th February 2026

To All Members of the Finance and Governance Committee

Councillors P Duigan, S Green, A Greenwood, R Jamieson, L Monument & P Morton.

Dear Councillor

You are hereby summoned to attend the next meeting of the **Finance & Governance Committee** to be held **Dereham Memorial Hall** on **Tuesday 3rd March 2026 at 7pm** to consider the items on the Agenda below.

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 consider grants applications.
4. To Review expenditure against budget
5. To review 5 year Projects and Capital Budget.
6. To review Insurance Schedule.

- 
7. To Review Asset Register
 8. To review ear-marked reserves.
 9. To consider adding interest to certain ear-marked reserves at year end.
 10. To review Balance Score Card Priorities.
 11. To consider installing PVs on the flat roof of Dereham Memorial Hall.
 12. To consider Assembly Rooms external and internal decoration.

Dereham Town Council

Finance and Governance Committee

3rd March 2026.

Agenda Notes

3. To consider grant applications.

Applications are enclosed.

4. To review expenditure against budget

The 9 month net-position report is enclosed, comments and explanations below.

Cost Centre	Code & Title	Comment
Administration	6 – Publications and Subscriptions	Budget insufficient. There are two high value optional subscriptions – National Association of Local Councils £2,386 and Employmentor £1,750 - providing legal advice on employment issues. A vital service when needed but feels expensive when there is harmony and not used.
Assembly Rooms	65 – Rental Income	CAB no longer renting rooms. £5,000 – reduction.
Assembly Rooms	61 – General Repairs	Includes New notice Board £1,165 and new flooring following CAB's lease end £981.
Cemetery	37 – General Repairs	Includes new notice board £1,111 and repairs to a headstone £645.
Churchyard	276 - Repairs	Lamp column replacement. £1,129.
Civic	95- Civic Expenses	£9,287 – by-election costs
Country Park	283 – Woodland Grant	Bridge - Claims need to be submitted when invoice for tree planting received.
Memorial Hall	74 General Repairs	This includes the upgraded fire doors (£5,165). Air handling unit repairs (£3,129). Fire compartmentalization and repairs to shop front (£4,070). Some work on new barrier (£2,185 and £17,500 on new BMS.
Memorial Hall	76 – Fire Protection/Maintenance	This includes call out and repairs following two suspected power surges causing damage to system (£9,762). Connecting kitchen fire suppressant system to alarm system.
Memorial Hall	193 Bar expenditure	Additional expenditure off-sett by additional income.
Project and Capital	240 – New projects	Camera for footfall £5,040, Resurfacing Market Place £6,985, Barrier Memorial Hall £4,718, Recreation Ground Path £55,000.
Recreation Ground	88- General Repairs	Includes £4,258 – cost of removing Travellers.
Play and Open Spaces	228- General Maintenance	This includes £3,490 play bark top up – first time some areas have been topped up. New benches and litter bins (£9,730)
Street Furniture	103 War Memorial Maintenance	Includes lighting for FEPoW memorial, for which there is an ear-marked reserve.

Toilets	170 Repairs	Includes 3 year service contract £1,729, adding solenoid lock on Disabled and adding timers to solenoid locks. But generally a lot of damage.
Windmill	124 General Maintenance	Council agreed to support essential repair works. This will also include the £10,000 from NCC for Car park.

5. To review 5 year Projects and Capital Budget.

Budgets enclosed with changes since the last review highlighted. The key issue for the Council in the coming months is to resolve how the Car Parks will be funded in the long term. It is not possible to move this issue forward until HMRC have responded to clarification regarding the VAT recovery position.

The other matter worth starting to consider and as noted under review of ear marked reserves; the Assembly Rooms will be in need of some refurbishment in the next 5 or so years. While probably structurally ok and the roof looks ok, the method of distribution probably needs renewing along with the wiring. A question needs to be answered about how the building will be utilized going forward, and how the Town Council is to be accommodated as it is likely to continue to grow following LGR.

While there is £75,000 held in the Headborough account the likely cost is going to be around the £1 -2m mark, particularly if a lift is going to be installed, it is therefore probably worthwhile considering this and how it might be funded in the near future.

6. To Review insurance schedule.

Schedule enclosed.

7. To review Asset Register

Asset register enclosed with changes highlighted along with the size and location of land holdings.

8. To review ear marked reserves.

Earmarked Reserve	Balance 2025	Comment
Windmill	£19,049.68	Part of the agreement with the Windmill trust was to accumulate underspend in Windmill maintenance to help off-sett future maintenance. The Windmill Trust contributes to maintenance along with the Town Council.
Burial Account	£1,029.49	A legacy account - not sure where it came from or what it was originally for!
Allotment Account (capital and restricted)	£33,876.10	From the sale of allotment land in 1972. Restricted for capital works on allotments.
Allotment Account Revenue	£4,212.61	In 2024 the Council agreed to accumulate and underspend in the allotment revenue budget into an reserve for future maintenance.
Additional Open space	£424,528.01	While this looks like a significant sum, the cost of the land could be around £800k and the cost of laying out a single adult pitch is around £100k.
Major Refurbishment of Town Council Assets	£15,000.00	The Council originally decided to put £15k a year away to build up a contribution towards any improvements to the market place. The accumulated funds were used to part fund the cost of Cemetery Lodge. The Assembly Rooms will need a refurbishment in the next 5-10 years. £150,000

		won't be enough for anything other than an absolute minimum.
Walking and Cycling	£50,000.00	£10k a year is put aside so that the Council is in a position to contribute and support any schemes brought forward by NCC; or to follow any walking or cycling improvements on its own initiative.
Climate Change Initiatives	£8,000.00	This was put aside when the Council was looking at climate change initiatives. Nothing designated at the moment. Could be put towards solar panels on Memorial Hall if Council gives go ahead with this.
Neatherd Track	£20,000.00	Funds committed to contribute to Breckland Council's refurbishment of the track.
FEPOW memorial maintenance	£2,536.59	Can only be used for FEPOW Memorial.
Play Area Refurbishment	£0.00	For future play area refurbishment
FODMH - Towards Children's theatre		£2,000 donated for specific purposes.
Countryside Park	£40,000.00	An amount set aside when land was purchased prior to funding being secured through HLS and Forestry Commission.

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

Some ear-marked reserves were previously held in National Savings Accounts. These accounts were closed last year with the funds being transferred to the general fund. While they were held in the separate savings accounts these funds accumulated interest but in the ear marked reserve, these do not automatically have interest added.

In addition to the National Savings legacy reserves, there are donations given to the Council for specific purposes, if interest is not added, the value of these sums will diminish over time.

Councillors are being asked to consider adding interest based on the interest it receives to the following ear marked reserves:

- Burial Account
- Allotment Capital Account
- FEPOW memorial Maintenance
- FODMH – towards children's theatre

9. To review Balanced Score Card Priorities.

Schedule enclosed, a verbal update will be presented. The key message to remember is that some activities become a priority without being on the Balanced Score Card. Example being, preparing for recruitment of Deputy Clerk, Car Parks, Action Partnership etc.

11. To consider installing PVs on the flat Roof of Dereham Memorial Hall

Quotes obtained for both PVs and a battery Storage system ranged from £50- £60k for installation with a predicted pay back period of 5 – 11 years. The key factor regarding the pay-back period is the price of electricity; high price, quicker pay back. In addition to the price of electricity, the difference between day and night tariffs is a key factor as cheap night-time electricity can be used to charge the battery unit and used during the day. During the winter months, this would be the main benefit rather than PVs.

If the Council wished to proceed there is £8,000 in the ear-marked reserve for climate change initiatives, the rest would be borrowed from general reserves and paid back over-time.

Given the estimates above the annual benefit of a PV battery system is around £5,500 a year. If the lost interest is taken into account this reduces this to around £4,500 a year (in rough terms), which then extends the pay back period to between 6 – 12 years.

There may also be some additional insurance costs but until the system is specified this is unknown. Because solar installation is currently unregulated the Council's insurance company would wish to approve the specification prior to agreeing to insure the system. This is reassuring, in that it is in the insurance company's interest to ensure any system is an acceptable risk.

The main risk for the council is whether the financial risk is acceptable or not. As with any system they can breakdown outside the warranty period, but if all goes well the council will be saving around £5,500 per year.

12. To consider Assembly Rooms external and internal decoration.

The external woodwork on the Assembly Rooms is due to be painted this year. While this contractors are on site there is the option to include some internal decorations. In the foyer and stairs to Council Chamber, there areas are looking a bit shabby. Along with the painting it may also be desirable to renew the floor on the stairs to the Council Chamber. While every effort has been made to try and clean this floor, it seems stained.

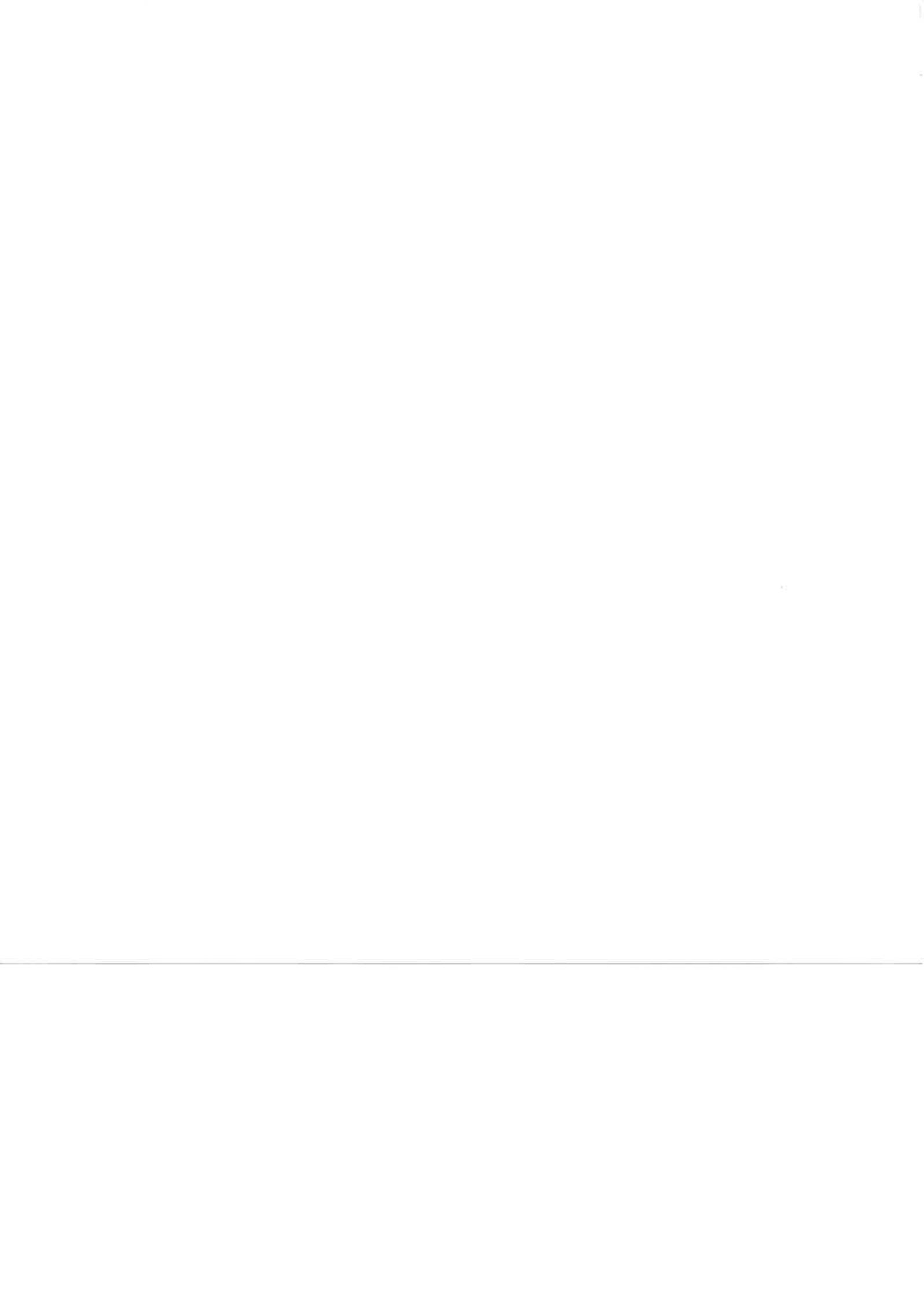
While scaffolding is erected the structure will be inspected and remedial works such as selective pointing or brick replacement carried out.

Councillors are being asked to consider extending the external decoration work on the Assembly Rooms to include decorating the foyer and staircase along with replacing the flooring on the stairs.

While it is likely that there will need to be major refurbishment at the Assembly Rooms in the next 5-10 years, which is why a full internal redecoration is not being suggested at this time, the areas suggested for redecoration are looking a little shabby.

Dereham Town Council
Finance & Governance Committee Meeting
Tuesday 3rd March 2026

Organisation	Amount of grant applying for	Total cost	Reason for Grant	Comment
The about Dereham Partnership	£500	£500	The town is taking part in the Heritage Open Days again this year and the funding will allow about Dereham Partnership to publicise exactly what is going on, with a printed booklet and it will allow people to place visits. They will also be able to advertise it better over social media and help to put the town under the spotlight in a great and positive way.	
Dereham Band	£750	£750	Three, free concerts in the Ellenor Fenn Gardens in Dereham on different Sundays (2 ¹ st June, 19 th July, 30 th August 2026) for the Dereham community to attend. The concerts will be approximately 1.5 to 2 hours long.	
Dereham Meeting Point	£1000	£2003.99	A sign written pop up Gazebo.	
Norfolk Accident Rescue Service	£1000	£1000	CPR and Defibrillator training courses for the general public at the NARS base in Dereham. This training will create a safer, more resilient Dereham. By equipping local residents with life-saving skills, it will ensure faster responses to cardiac emergencies, better use of public defibrillators, and stronger support for emergency services – ultimately saving lives in our community.	



DEREHAM TOWN COUNCIL

APPLICATION FOR SMALL GRANT

NOTES TO THE APPLICATION FORM:

- If you need assistance completing any aspect of the form or wish to discuss your eligibility please contact the Town Clerk
- Please complete the form clearly and fully in BLACK ink and BLOCK CAPITALS
- You are advised to keep a copy of the completed form.
- After completing the form please send it to the address on the next page
- If successful, grant funding is paid via bank transfer

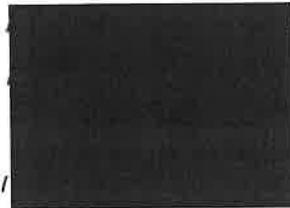
PLEASE COMPLETE ALL THE QUESTIONS ON THIS FORM

Name of organisation: The about Dereham Partnership.	
What are the main activities of your organisation: To work with voluntary organisations, the public and all other interested parties, to improve the town and make it a great place to live, work and visit.	
What are you requesting funding for: The town is taking part in the Heritage Open Days again this year and we want to build on the successes of the last few years where we have been steadily building up the number of places open and the number of visitors who come to the town. Not only are these people visiting the open historical buildings, they are also adding to the footfall in the town for our local businesses and we are showing people that Dereham is a great place to visit.	
How will the Dereham Community benefit from this funding: This funding will allow us to publicise exactly what is going on, with a printed booklet and it will allow people to plan their visits. We will also be able to advertise it better over social media and help to put the town under the spotlight in a great and positive way.	
How much total funding do you need: £500	How many Dereham residents will benefit from this grant: Potentially, all of them.
How much funding are you requesting from Dereham Town Council: £500	
How much funding are you requesting from other sources or providing yourself: We are providing all the planning, so our contribution is in time.	
If other funding has not been confirmed, what would happen if you did not receive all the funding requested from these other sources: We are not applying elsewhere for monetary funding. We are relying on the volunteer organisations to give their time to put on the event.	

Contact Name	
Address Including post code	
Position in the Organisation	Chair
Daytime Telephone No	
Email	
Organisation's Bank Details	Account Name: The about Dereham Partnership Sort Code: Account number:

Please confirm that your organisation has:

- A constitution YES
- A bank Account YES
- Adequate insurance for the activity you are proposing YES
- Where applicable, a risk assessment for the activities you are requesting a grant for, to include risks to children and vulnerable adults YES /



Dereham Town Council may request additional information, to view original documents or seek supporting evidence from third parties.

DECLARATION

I have authority to submit this application on behalf of the stated organisation and believe that all statements contained herein to be accurate to the best of my knowledge. I understand that if the information supplied is found to be false or seriously misleading, the Town Council may seek to recover any grant made.

Signed _____ Date 3rd February 2026

Please return this Application for Financial Assistance to:

Dereham Town Council
 Assembly Rooms
 Quebec Street
 Dereham
 NR19 2DJ
 Tel: 01362 693821
 Email: generalenquiries@derehamtowncouncil.org



5 FEB 2026

DEREHAM TOWN COUNCIL

APPLICATION FOR SMALL GRANT

NOTES TO THE APPLICATION FORM

- if you need assistance completing any aspect of the form or wish to discuss your eligibility please contact the Town Clerk
- Please complete the form clearly and fully in BLACK ink and BLOCK CAPITALS
- You are advised to keep a copy of the completed form.
- After completing the form please send it to the address on the next page
- If successful, grant funding is paid via bank transfer

PLEASE COMPLETE ALL THE QUESTIONS ON THIS FORM

Name Of Organisation: Dereham Band
What are the main activities of your organisation: <ul style="list-style-type: none">• <i>We are a traditional brass band who provide musical entertainment at both public and private events in and around Dereham.</i>• <i>We also provide sheet music, brass instruments and weekly practice sessions to people wishing to learn/play a brass instrument.</i>
What are you requesting funds for: <p><i>Three, free concerts in the Ellenor Fenn Gardens in Dereham on different Sundays (21st June, 19th July, 30th August 2026) for the Dereham community to attend. The concerts will be approximately 1.5 to 2 hours long.</i></p> How will the Dereham Community benefit from this funding: <p><i>The concerts will include a wide variety of music with something that should appeal to all members of the public. The community of Dcreham will be able to stop and listen for as long as they like whether for one piece or the whole programme.</i></p> <p><i>Listening to live music offers many significant mental and physical health benefits which can reduce stress and anxiety and helps to improve mood and combat depression. We believe it helps bring the town to life and helps residents to feel engaged with their surroundings and brings people of all ages and backgrounds together thus supporting community cohesion.</i></p>

For the band members themselves, who are also mostly Dereham residents, being part of a brass band brings a sense of “belonging” and provides a social outlet, a creative channel for energy, and helps preserve musical traditions. Playing regularly in a brass band enhances breathing, strengthens the core, and fosters resilience. We actively encourage people to join our band and provide them with everything they need.

How much total funding do you need:

We usually charge £250 per concert, therefore for the three concerts we are looking for funding of £750.

How many Dereham residents will benefit from this grant:

From our previous concerts at Ellenor Fenn, we have had approximately 50 people per event who sit and listen to the entire concert. Many of these bring their own chairs, drinks, picnics etc. In addition, there are numerous shoppers who come across our concert often by chance and will stop and listen for 10 minutes before continuing on their way. For others who don't have the time to stop, a passing smile is enough to know they appreciate our presence.

How much funding are you requesting from Dereham Town Council:

We are requesting £750.

How much funding are you requesting from other sources or providing yourself:

We will put out donation buckets that we hope will collect in the region of £50 per concert.

If other funding has not been confirmed, what would happen if you did not receive all the funding requested:

We may reduce the number of concerts that we put on depending on the funding we receive.

DEREHAM TOWN COUNCIL

APPLICATION FOR SMALL GRANT

NOTES TO THE APPLICATION FORM:

- If you need assistance completing any aspect of the form or wish to discuss your eligibility please contact the Town Clerk
- Please complete the form clearly and fully in BLACK ink and BLOCK CAPITALS
- You are advised to keep a copy of the completed form.
- After completing the form please send it to the address on the next page
- If successful, grant funding is paid via bank transfer

PLEASE COMPLETE ALL THE QUESTIONS ON THIS FORM

Name of organisation: Dereham Meeting Point	
What are the main activities of your organisation: Dereham Meeting Point is a long-established day Centre and community hub supporting as with learning disabilities, people aged 65 and over living with Dementia or Alzheimer's, and those with additional support needs. We provide a safe, welcoming environment with a wide range of activities, including two-course lunch five days a week and a monthly Sunday lunch, helping to reduce isolation and support wellbeing within our community.	
What are you requesting funding for: A sign written pop up Gazebo	
How will the Dereham Community benefit from this funding: 85% of our members are from Dereham and surrounding Villages	
How much total funding do you need: 2,03.99	How many Dereham residents will benefit from this grant:85%
How much funding are you requesting from Dereham Town Council: £1000	
How much funding are you requesting from other sources or providing yourself: £1,000	
If other funding has not been confirmed, what would happen if you did not receive all the funding requested from these other sources: we would actively seek additional funding from alternative sources, including local fundraising events, community donations, and smaller grant applications, to bridge any shortfall. Where possible as it is essential for Meeting Points continued fund raising Campaign to become self-sufficient. A sign written Gazebo will help with our marketing and advertising in the community	

Contact Name	
Address Including post code	
Position in the Organisation	Manager
Daytime Telephone No.	
Email	
Organisation's Bank Details	Account Name: Dereham Meeting Point Sort Code: Account number:

Please confirm that your organisation has:

- A constitution YES
- A bank Account YES
- Adequate insurance for the activity you are proposing YES
- Where applicable, a risk assessment for the activities you are requesting a grant for, to include risks to children and vulnerable adults. NOT APPLICABLE

Dereham Town Council may request additional information, to view original documents or seek supporting evidence from third parties.

DECLARATION

I have authority to submit this application on behalf of the stated organisation and believe that all statements contained herein to be accurate to the best of my knowledge. I understand that if the information supplied is found to be false or seriously misleading, the Town Council may seek to recover any grant made.

Signed

Date 09. January 2026

Please return this Application for Financial Assistance to:

Dereham Town Council
 Assembly Rooms
 Quebec Street
 Dereham
 NR19 2DJ
 Tel: 01362 693821
 Email: generalenquiries@derehamtowncouncil.org



Display Wizard Ltd

Units 15 & 16 Creamery Industrial Estate
Kenlis Road
Preston
PR3 1GD
01995 606633
<https://www.displaywizard.co.uk/>
info@displaywizard.co.uk



Customer Name & Address	Delivery Address
Meeting Point Jubilee Suite, The Guildhall St. Withburga Dereham Norfolk NR19 1ED United Kingdom	Meeting Point Jubilee Suite, The Guildhall St. Withburga Dereham Norfolk NR19 1ED United Kingdom FAO: shonette mooney Tel: 01362698866

QUOTATION	
FAO:	shonette mooney
Quote Date:	08/01/2026
Your Acc No:	39384
Your Quote Ref:	Telephone
Taken By:	Leonard Graham
Our Quote No:	111623

Despatch Date: TBC

Delivery Method: 2-3 Working Day Courier

Qty	Code	Description	Price Each	Line Total	Line VAT
1.00	BG-50-4X4-HW	Bellevedere 50 Gazebo Frame Inc. Wheeled Bag - 4m x 4m - Hardware Only	514.00	514.00	102.80
1.00	BG-4X4-C	Bellevedere Gazebo - Printed Canopy - 4m x 4m	526.00	526.00	105.20
3.00	BG-4-FW-SS	Bellevedere Gazebo - Printed Full Wall - Single Sided - 4m	200.00	600.00	120.00

Goods Net:	1,640.00
Delivery:	29.99
Order Net:	1,669.99
VAT:	334.00
Total:	2,003.99
Pound sterling	

Important Information

All prices are valid for 30 days from the issue date.

Quotations are subject to our standard terms and conditions found here: <https://www.displaywizard.co.uk/terms-and-conditions>

DEREHAM TOWN COUNCIL

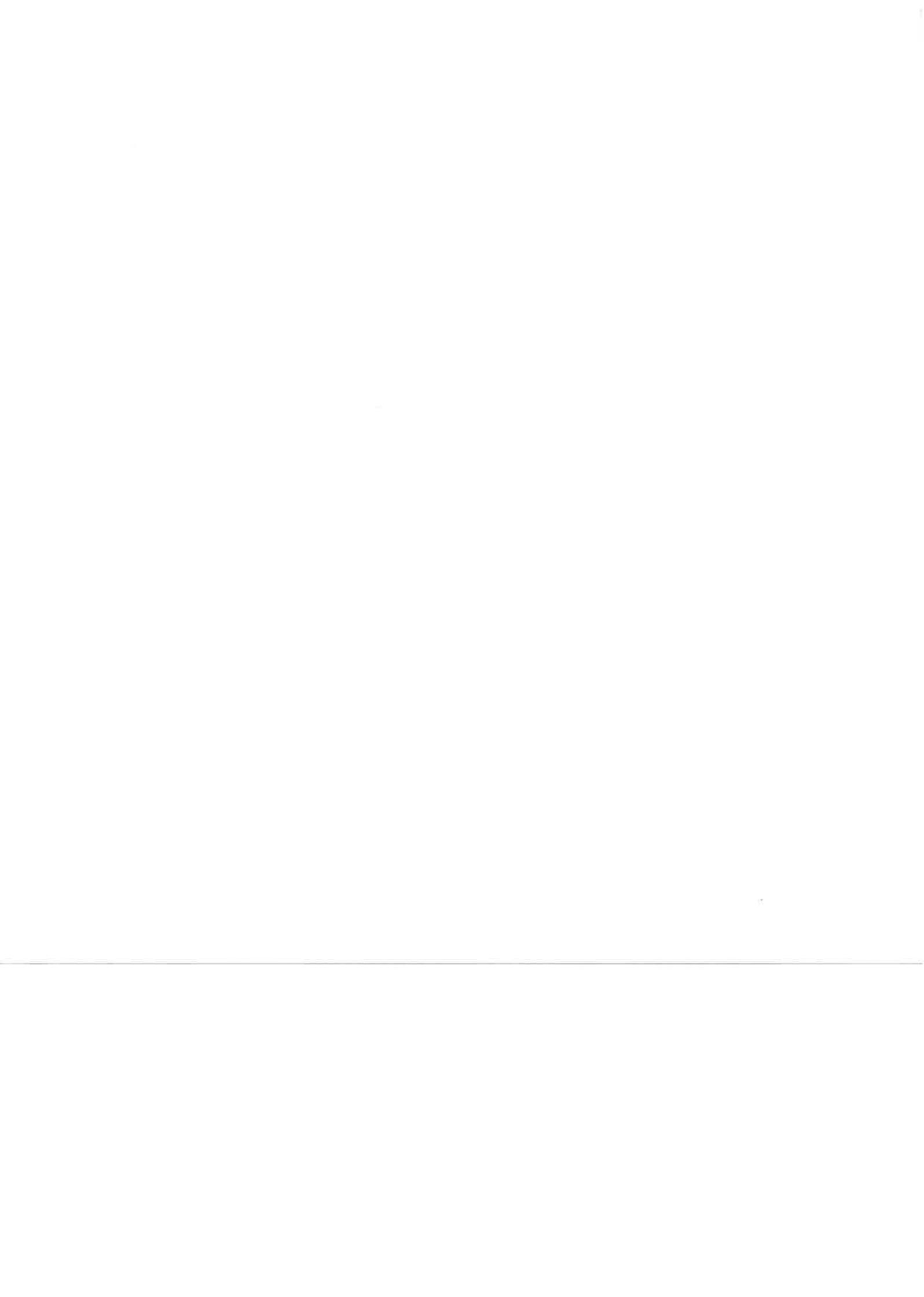
APPLICATION FOR SMALL GRANT

NOTES TO THE APPLICATION FORM:

- If you need assistance completing any aspect of the form or wish to discuss your eligibility please contact the Town Clerk
- Please complete the form clearly and fully in BLACK ink and BLOCK CAPITALS
- You are advised to keep a copy of the completed form.
- After completing the form please send it to the address on the next page
- If successful, grant funding is paid via bank transfer

PLEASE COMPLETE ALL THE QUESTIONS ON THIS FORM

Name of organisation: Norfolk Accident Rescue Service	
What are the main activities of your organisation: Norfolk's Emergency Medical Charity	
What are you requesting funding for: CPR and Defibrillator training courses for the general public at the NARS base in Dereham	
How will the Dereham Community benefit from this funding: CPR and defibrillator training at the Norfolk Accident Rescue Service base will create a safer, more resilient Dereham. By equipping local residents with life-saving skills, we can ensure faster responses to cardiac emergencies, better use of public defibrillators, and stronger support for our emergency services—ultimately saving lives in our community.	
How much total funding do you need: £1000.00	How many Dereham residents will benefit from this grant: 150
How much funding are you requesting from Dereham Town Council: £1000.00	
How much funding are you requesting from other sources or providing yourself: We expect to secure funding from a mixture of local council grants, community funds, and business sponsorship. We aim to raise approximately £1,000–£1,500 from other sources, with the remainder supported through our own in-kind contributions such as volunteer time, equipment, and use of the training base. This shared funding approach will ensure the project is sustainable and community-led.	
If other funding has not been confirmed, what would happen if you did not receive all the funding requested from these other sources: Would have to fundraise to get the rest of the funds, which would take valuable time and it is important to start training people.	



Dereham Town Council

Net Position by Cost Centre and Code (Between 01/04/2025 and 31/12/2025) - All Cost Centres and Codes

Cost Centre Name

ADMINISTRATION		<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>		Budget	Actual	Budget	Actual	Budget
1	Postage				1,500.00	751.35	748.65
2	Stationery				2,300.00	328.53	1,971.47
3	Telephone				2,500.00	970.82	1,529.18
4	IT & Support				3,700.00	2,071.20	1,628.80
5	Photocopier/printers				1,000.00	590.17	409.83
6	Publications/subscripti				3,500.00	6,138.98	-2,638.98
7	Furniture/equipment				1,000.00		1,000.00
8	Insurance			3,107.93	31,500.00	32,883.50	1,724.43
9	Audit Fees				2,500.00	2,255.00	245.00
10	Conferences				800.00		800.00
11	Staff Expenses				900.00	69.80	830.20
13	Legal Fees				19,000.00	1,690.00	17,310.00
14	Training				2,500.00	86.00	2,414.00
15	Precept		1,229,107.00	1,229,107.00			
213	Etling View Legal Fees			330.00		288.00	42.00
268	Mobile Phones				1,800.00	1,557.39	242.61
			1,229,107.00	£1,232,544.93	74,500.00	£49,680.74	28,257.19

ALLOTMENTS		<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>		Budget	Actual	Budget	Actual	Budget
16	Machinery & Equipmer				700.00		700.00
17	Water - Cem Road				500.00	495.59	4.41
18	Water - CL 1				600.00	1,039.51	-439.51
19	Water Dumpfield				500.00	290.77	209.23
20	Water - Scarning				500.00	356.72	143.28
21	Water - Southend				500.00	504.00	-4.00
22	Water - Toftwood				210.00	101.00	109.00
23	Refund Deposits				20.00	40.00	-20.00
25	Repairs & Main				4,700.00	4,656.25	43.75
26	Fuel Recharge				300.00	347.51	-47.51
27	Rent		7,500.00	8,582.82			1,082.82
28	Investment- Nat Saving		30.00	596.54			566.54
286	Scribe				900.00	828.00	72.00
			7,530.00	£9,179.36	9,430.00	£8,659.35	2,420.01

ASSEMBLY ROOMS		<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>		Budget	Actual	Budget	Actual	Budget
54	Heat				5,000.00	2,707.85	2,292.15
55	Light				4,000.00	1,436.99	2,563.01
56	Rates				10,000.00	9,368.73	631.27
57	Water				250.00	58.00	192.00
58	Cleaning				1,500.00	1,239.80	260.20
50	Refuse Collection			816.42	800.00	451.98	1,164.44
60	Fire Protection				650.00		650.00
61	General Repairs				2,000.00	4,056.44	-2,056.44
65	Rental Income		12,000.00	7,384.50			-4,615.50
			12,000.00	£8,200.92	24,200.00	£19,319.79	1,081.13

BANKING		<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
<u>Code</u>	<u>Title</u>		Budget	Actual	Budget	Actual	Budget
135	Premier		1,000.00	16,668.66			15,668.66
136	Current			79.50	1,000.00	404.49	675.01
137	Wages & Petty Cash				350.00	435.00	-85.00
138	National Savings		2.00				-2.00
139	VAT Refund						
180	Public Works Loan Bo				179,873.00	170,223.70	9,649.30
221	CCLA		3,500.00	3,328.16			-171.84
262	Card Payment Machin				3,000.00	1,637.87	1,362.13

4,502.00 £20,076.32 184,223.00 £172,701.06 27,096.26

BISHOP BONNERS COTTAGE

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
82	Repairs				500.00	17.45	482.55
83	Electricity-Tower				800.00	517.03	282.97
85	Rent		1.00	1.00			
			1.00	£1.00	1,300.00	£534.48	765.52

CEMETERY & CY

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
30	Water/Rates			485.30	11,000.00	10,409.79	1,075.51
31	Electricity				1,700.00	790.40	909.60
32	Hire of Machinery				250.00		250.00
35	Machinery & Equipmer				2,800.00	2,455.26	344.74
36	Fuel				1,000.00	227.77	772.23
37	General Repairs				3,000.00	3,891.75	-891.75
38	Lodge			3,925.64	4,000.00	2,990.30	4,935.34
40	Trees				3,000.00		3,000.00
41	Burial Fees		26,000.00	22,817.56		579.50	-3,761.94
44	Investments - Nat Savi		1.00	18.13			17.13
45	Closed Churchyard				750.00		750.00
194	Lodge Repairs				1,400.00		1,400.00
209	New Cemetery Fund		11,000.00	6,495.84			-4,504.16
254	Telephone Charges				730.00	577.15	152.85
256	New Cemetery Maint				3,000.00		3,000.00
269	Refuse Collection				2,600.00	3,779.45	-1,179.45
279	Grounds Maintenance				6,000.00	6,518.60	-518.60
			37,001.00	£33,742.47	41,230.00	£32,219.97	5,751.50

CHURCHYARD

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
276	Repairs				750.00	1,129.23	-379.23
					750.00	£1,129.23	-379.23

CIVIC

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
93	Mayors Allowance				840.00	329.71	510.29
94	Members Expenses				650.00	184.02	465.98
95	Civic Expenses			45.00	3,900.00	12,534.45	-8,589.45
97	Photos/Engraving				25.00	105.00	-80.00
100	Petty Cash						
212	Mayors Events				2,525.00		2,525.00
224	Councillor Training				1,800.00	140.00	1,660.00
				£45.00	9,740.00	£13,293.18	-3,508.18

Country Park

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
271	Countryside Park		16,000.00	21,158.42	16,000.00	5,578.00	15,580.42
283	Woodland Grant					11,507.50	-11,507.50
			16,000.00	£21,158.42	16,000.00	£17,085.50	4,072.92

DEREHAM COMMUNITY CAR

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
129	Mileage Costs			4,875.00	5,000.00	4,767.30	5,107.70
130	Other Costs				500.00	256.00	244.00
				£4,875.00	5,500.00	£5,023.30	5,351.70

ETLING GREEN

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget

116	Conservation				2,500.00	2,696.00		-196.00
					2,500.00	£2,696.00		-196.00
FLEECE MEADOW								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
287	General Maintenance					192.00		-192.00
						£192.00		-192.00
GRANTS								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
121	CAB				5,000.00			5,000.00
122	General			2,360.00	11,000.00	5,410.00		7,950.00
260	Heritage Trust				1,000.00	1,000.00		
				£2,360.00	17,000.00	£6,410.00		12,950.00
MARKETS								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
47	Electricity				2,000.00	45.79		1,954.21
49	Rent		12,000.00	10,733.21		99.50		-1,366.29
50	Promotion							
			12,000.00	£10,733.21	2,000.00	£145.29		587.92
MEMORIAL HALL								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
68	Gas				6,300.00	6,599.74		-299.74
69	Electricity				24,000.00	14,555.75		9,444.25
70	Water				520.00	749.71		-229.71
71	Rates			6,787.79	11,000.00	11,826.30		5,961.49
72	Refuse Collection				1,400.00	2,440.18		-1,040.18
73	Cleaning				2,000.00	2,653.59		-653.59
74	General Repairs				10,000.00	49,840.09		-39,840.09
75	PRS				2,500.00	3,649.99		-1,149.99
76	Fire Protection/Mainter				3,000.00	14,930.57		-11,930.57
77	Licence				500.00			500.00
78	Hire fees		47,000.00	48,177.52	2,500.00	3,308.20		369.32
181	Telephone Charges				1,500.00	837.25		662.75
183	Bar Income		15,000.00	21,721.74				6,721.74
193	Bar Expenditure			107.50	10,000.00	13,736.69		-3,629.19
			62,000.00	£76,794.55	75,220.00	£125,128.06		-35,113.51
NEATHERD MOOR/ABBOTS FIELD								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
112	Conservation			400.00	1,400.00	122.87		1,677.13
				£400.00	1,400.00	£122.87		1,677.13
NORWICH ST PROPERTIES								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
164	Repairs				1,500.00			1,500.00
165	62 Rental Income		5,000.00	5,000.00				
166	58 Rental Income		7,000.00	6,462.00		1,610.50		-2,148.50
			12,000.00	£11,462.00	1,500.00	£1,610.50		-648.50
PETTY CASH REIMBURSEMENTS								
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
173	Petty Cash Reimburse			450.00		850.00		-400.00
				£450.00		£850.00		-400.00

131	Fuel				2,000.00	682.84	1,317.16
132	Repairs				1,000.00	243.29	756.71
133	Road tax				600.00	347.50	252.50
232	New Vehicle						
					3,600.00	£1,273.63	2,326.37

VICARAGE MEADOW

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
119	Conservation				1,080.00	1.00	1,079.00
					1,080.00	£1.00	1,079.00

WINDMILL

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
124	General Maintenance				7,000.00	35,897.47	-28,897.47
					7,000.00	£35,897.47	-28,897.47

NET TOTAL			1,394,142.00	£1,459,780.46	1,997,404.00	£1,681,738.45	381,304.01
------------------	--	--	---------------------	----------------------	---------------------	----------------------	-------------------

4 year Projects and
Capital
March 2026

	2025-2026	2026-2027	2027-28	2028-29	2029-29
--	-----------	-----------	---------	---------	---------

Income					
Revenue budget surplus	£343,832	£356,171	£356,171	£356,171	£356,171
Less Funds for Play and Building Repairs					
Building capital repairs	£76,956	£80,034	£83,236	£86,565	£90,028
Play equipment	£31,110	£32,354	£33,649	£34,995	£36,394
Total	£235,766	£243,782	£239,287	£234,611	£229,749

Expenditure					
** move to revenue budget at budget setting					
Countryside Park	£14,326	£14,613	£14,905	£15,203	£15,507
Swanton Road Open Space		£3,000	£3,000	£3,000	£3,000
Orbit open space	£4,000	£0	£0	£0	£0
Westfield Road open space	£4,000	£0	£0	£0	£0
Etling view play space**.					
Etling view extension open space		£4,000	£4,000	£4,000	£4,000
Old Becclesgate play area**	£2,000	£0	£0	£0	£0
Sandy lane Girling Road**	£4,000	£0	£0	£0	£0
Revenue budget inflation risk	£6,217	£6,311	£6,168	£6,598	£6,729
Additional open space	£31,647	£32,279	£32,925	£33,584	£34,255
Advice to acquire additional open spa	£30,000				
Tractor / van	£4,000				
Youth Work Provision	£10,000				
Walking and Cycling	£10,000	£10,000	£10,000	£10,000	£10,000
Major refurbishment TC Assets.	£30,000	£30,000	£30,000	£30,000	£30,000
Carpark maintenance		£33,000	£33,000	£33,000	£33,000
Car park NDR		£50,000	£50,000	£50,000	£50,000
Tree survey	£3,000	£3,000	£4,000	£4,000	£4,000
Election charges	£9,000	£10,000	£15,000	£0	£0
Total	£162,190	£196,234	£203,298	£189,384	£190,492

Additional expenditure					
New Projects and Parish Partnership. (available budget)	£16,000	£20,000	£20,000	£20,000	£20,000
Bye election					
Norwich Road - Road safety	£4,000				
Other Projects					
Neighbourhood Plan	£19,653				
Commemoration Grants	£5,869				
delegated services**	£25,406	£25,914	£26,432	£26,961	£27,500
Total	£70,928	£45,914	£46,432	£46,961	£47,500

Opening balance	£1,288,349	£314,953	£316,588	£306,144	£304,410
Balance	£1,290,997	£316,588	£306,145	£304,410	£296,167
Balance from Buildings and Play	-£976,044	£0	-£0	-£0	£0
Closing balance -Total Reserves	£314,953	£316,588	£306,144	£304,410	£296,167

Annual budget surplus	£2,648	£1,635	-£10,444	-£1,734	-£8,243
-----------------------	--------	--------	----------	---------	---------

Target reserves	£472,365	£491,260	£510,911	£531,347	£552,601
Difference between reserves and target.	-£157,412	-£174,672	-£204,766	-£226,937	-£256,434

Monthly Net revenue (precept)	97364	106640	106640	106640	106640
Revenue Reserves in Months	2.21	2.03	1.93	1.92	1.84

Delegated services*
Possible additional staff
Maintaining the Neatherd

Building Capital Repairs

	2025-26	2026-27	2027-28	2028-29	2028-30
from P&C	£76,956	£80,034	£83,236	£86,565	£90,028
Memorial Hall - lights, sound etc.	£10,000	£10,000			
Bishop Bonner Thatch			£20,000		
Neatherd Track contribution			£20,000		
Memorial Hall Roof		£70,000	£43,000		
Memorial Hall heating control systems	£17,000				
Assembly Rooms external decoration	£10,000				
Assembly Rooms Internal decoration	£15,000				
reinstall speed humps Neatherd	£6,000				
Barrier memorial hall	£15,000				
Windmill provisional	£25,000				
Barwell Toilets additional works and excess	£8,000				
Market Place resurfacing	£7,000				
Cemetery Lodge	£310,000				
Recreation Ground Path	£50,000				
Other	£0	£34	£236	£86,565	£90,028
Closing Balance	-£396,044	£0	£0	£0	£0

Play equipment	2025-26	2026-27	2027-28	2028-29	2028-30
from P&C	£31,110	£32,354	£33,649	£34,995	£36,394
New Play (north Dereham)	£310,000				
Skate Park	£270,000				
Recreation Ground Play Dereham					
Refurbish play area	£31,110	£32,354	£33,649	£34,995	£34,996
Closing Balance	-£580,000	£0	-£0	-£0	£1,398

Mr Tony Needham
Dereham Town Council
Quebec Street
Dereham
Norfolk
NR19 2DJ

Select for Local Councils Policy Schedule

This insurance policy, which meets your demands and needs, has been based on the latest information obtained from you. The Policy, the Policy Schedule, any Certificates of Insurance and Endorsements form one document and should be read together. This Schedule replaces any previous Schedule.

Policy Number	YLL-272001-9893
Insured	Dereham Town Council
Business	Parish / Town Council
Period of Insurance	
From	01 st April 2026
To	31 st March 2027
and any other period for which cover has been agreed.	
Renewal Premium	£ 34,551.07

Premiums are inclusive of Insurance Premium Tax and/or VAT as appropriate.

Schedule Number	167094300
Long term agreement active until	01 st April 2028
Preparation Date	12 th February 2026
Prepared by	Mr Jonathan Meiseles
Policy Form Reference	MLAACH10

Policy Cover Declaration:

You, the Insured, are not aware of any known losses or events that could give rise to a claim, or circumstances that would be prejudicial to us, the Insurer, should the basis of cover on the below given Insurance product (s) be changed.

This is important information, please read it carefully and check that the facts given about you are correct and that we have included all the covers that you require. We are unable to give you advice so it is your responsibility to check the cover is correct for your organisation.

Statement of Fact

If you provide services or activities to children, or adults who are in need of care and support and therefore may be unable to protect themselves against abuse or neglect:

- Your organisation has not had any third-party inspections with a grading of Inadequate, Requires Urgent Improvement, Weak or Unsatisfactory
- You have in place a written safeguarding policy and accompanying procedures that clearly set out the actions to take in response to child and vulnerable adult abuse
- You carry out safer recruitment and selection processes that include the seeking of appropriate criminal records checks, alongside a renewal and update process
- All Employees and **volunteers** engaged in regulated activity and/or activity that brings them into contact with children or vulnerable adults receive safeguarding awareness training including refresher training
- You have one or more designated practitioners for safeguarding to support other practitioners in the organisation to recognise and respond to concerns about Abuse
- You retain employment records, safeguarding checks, safeguarding policies and procedures and safeguarding records for at least the prevailing regulatory best practice period.

If you provide services or activities to children, or adults who are in need of care and support and therefore may be unable to protect themselves against abuse or neglect, and you become non-compliant with any of the above statements, you must tell us, as it may affect your ability to claim under this policy.

Important information

Taking reasonable care

We require that you take reasonable care in managing your activities. Where appropriate this requires you to do the following:

- Keep written risk assessments for your key activities
- Keep written records of your staff and volunteer training. For example, manual handling training, or for use of tools and machinery
- Abide by any rules, guidelines or advice that is given to you by any relevant authority, such as a Local Authority, or the Health and Safety Executive

We want you to be confident about your insurance and understand what is required of you. Please contact us if you have any questions relating to the above.

Lines of Cover applying

Part A – Material damage

Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Sums Insured

Premises Address	Buildings Sum Insured	Loss of Rent	Contents (a)	Contents (b)	Contents (c)	Contents (d)	Contents (e)	Contents (f)	Contents (g)
1. Memorial Hall, Address, 62A Norwich Street, Dereham, Norfolk, NR19 1AD	£11,448,132.08	£58,240.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
2. Bishop Bonners, Address, Thatched Cottage, Dereham, Norfolk, NR19 1ED	£1,623,732.68	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3. Chapel & Chapel of Rest, Address, Cemetery Road, Dereham, Norfolk, NR19 2ET	£4,355,424.14	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4. Mortuary and Store, Address, Cemetery Road, Dereham, Norfolk, NR19 2ET	£414,584.79	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
5. Cemetery Lodge, Address, Cemetery Road, Dereham, Norfolk, NR19 2ET	£1,301,310.31	£28,800.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
6. Assembly Rooms, Address,	£4,837,283.75	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

Ruthen Place, Dereham, Norfolk, NR19 2TX										
7. Dereham Windmill, Address, Greenfields Road, Dereham, Norfolk, NR20 3TE	£1,002,650.11	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
8. 58 Norwich Street, Address, Dereham, Norfolk, NR19 1AD	£787,641.88	£19,800.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
9. Toilet Block Barwells, Address, Barwells Court, Dereham, Norfolk, NR19 2BN	£577,234.90	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
10. Explosive store - not in use, Address, Cherry Tree Car Park,, Dereham, Norfolk, NR19 2AX	£111,432.68	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
11. Shelter at Cemetery, Address, Norwich Road, Dereham, Norfolk, NR20 3RG	£234,143.67	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
12. Welfare Unit at the Cemetery, Address, Norwich Road, Dereham, Norfolk, NR20 3RG	£133,322.83	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

For Premises: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

Insured Perils applicable to Material Damage: 1-16

Excesses Applicable to Premises 1, 2, 3, 4, 5, 6, 7, 8, 9 & 10

The following Excesses apply to each and every loss arising in respect of each and every separate premises:

Accidental Damage	£1,000
Theft	£1,000
Riot civil commotion and Malicious Persons	£1,000
Storm or Flood	£1,000
Escape of Water	£1,000
Falling Trees or Branches	£1,000
Subsidence	£1,000

Excesses Applicable to Premises 11 & 12

The following Excesses apply to each and every loss arising in respect of each and every separate premises:

Accidental Damage	£100
Theft	£100
Riot civil commotion and Malicious Persons	£250
Storm or Flood	£250
Escape of Water	£250
Falling Trees or Branches	£250
Subsidence	£1,000

Operative Endorsements: 1, 2, 3, 5, 6, 7, 8 & 9 (please refer to the Endorsement section of the policy wording)

10 Contract works at Cemetery Lodge

In respect of the property at Cemetery Lodge Cemetery Road, Dereham, Norfolk, NR19 2ET insured under Part A Material Damage, the following clause is added to Section 3 - Additional Covers under Part A Material Damage:

- a) In respect of refurbishment work and extensions to existing structures Part A includes damage or consequential loss in respect of property or structures in the course of construction or erection and materials or supplies in connection with all such property in course of construction or erection.
- b) the interest of the contractor Ovamill Ltd in the buildings as a joint insured is hereby noted insofar and to the extent that it is required under contract

The insurer's liability in respect of a) is restricted to £456,274.00 and cover will only apply where more specific insurance is not in force.

This endorsement applies for the period 1st January 2025 to 31st July 2025 only.

Part B – Business Interruption

Premises Address	Additional Expenditure	Indemnity Period (Months)	Loss of Data	Indemnity Period (Months)	Loss of Gross Revenue	Indemnity Period (Months)
62A Norwich Street, Dereham, Norfolk, NR19 1AD	N/A		N/A		£83,732	24
Cemetery Road, Dereham, Norfolk, NR19 2ET	N/A		N/A		N/A	
Ruthen Place, Dereham, Norfolk, NR19 2TX	£100,000	24	N/A		£11,648	24
Dereham, Norfolk, NR19 1AD	N/A		N/A		N/A	

For Premises: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

Insured Perils applicable to Business Interruption: 1-16

Operative Endorsements:

None

Part C – All risks
Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other Contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer Equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Additional Items:

Where no premises address is shown, the item is not based at one location and cover is provided anywhere within the territorial limits.

Item Description	Sum Insured	Excess
Chain of office	£7,848.86	£1,000
Bowls Cup	£1,959.89	£1,000
Hand operated wheel Bier	£9,414.88	£1,000
War Memorial	£98,096.44	£1,000
Town Sign	£35,226.36	£1,000
Flagpoles	£2,401.78	£1,000
Office Equipment and Furniture @ Assembly Rooms	£29,409.53	£1,000
Photocopier @ Assembly Rooms	£7,617.70	£1,000
George III Painting @ Assembly Rooms	£148,617.34	£1,000
Telephone System @ Assembly Rooms	£1,961.74	£1,000
6 x Dell Computers, Monitors & software @ Assembly Rooms	£7,848.86	£1,000
Oil Painting of Lord Kitchener @ Assembly Rooms	£4,953.33	£1,000
Sound and Lighting Equipment @ Memorial Hall	£73,958.29	£1,000
Bar Stock @ Memorial Hall	£924.47	£1,000
iPhone 7	£1,045.71	£100
Grounds Maintenance Equipment	£5,250.00	£1,000
Racked Seating, Kitchen and Bar Fittings, tables chairs and other loose equipment @ Memorial Hall	£179,348.88	£1,000
Speed Awareness Sign	£5,273.30	£1,000
Henra KP3 Tipping Trailer with additional cage sides	£6,705.57	£1,000

The excess stated applies to each and every loss.

Operative Endorsements: 1, 2, 3 & 7 (please refer to the Endorsement section of the policy wording)

Part D – Money

	Limit any one loss
1. Loss of Non-Negotiable Money in the situations specified in items 2(a), 2(b), 2(c)(i) and 2(c)(ii):	£250,000
2. Loss of other Money:	
(a) in transit in the custody of any member or employee or in transit by registered post (limit £250), or in a Bank Night Safe	£10,000
(b) in the private residence of any member or employee	£250
(c) in the premises	
(i) in the custody of or under the actual supervision of any member or employee	£10,000
(ii) in locked safes or strongrooms	£10,000
(iii) in locked receptacles other than safes or strongrooms	£250

Excess: £50 each and every loss

Personal Accident Assault Limits: Stated in Section 3(c) of the policy wording

Operative Endorsements:

1. In respect of **Section 1 – Special Definitions**, the definition of Person Insured is extended to include any person between the ages of 16 and 90.

Part E – Public liability

Limit of indemnity: £15,000,000

Operative Endorsements: None

Part F – Hirers' liability

Limit of Indemnity:

£2,000,000

Excess: £100 each and every claim for damage to the premises or contents caused other than by fire or explosion

Operative Endorsements

None

Part G – Employers liability

Limit of Indemnity:

£10,000,000

Operative Endorsements:

None

Part H – Libel and slander

Sum Insured

£500,000

Excess: 10% each and every claim or £1,000 whichever is the lower

Operative Endorsements

None

Part I – Motor vehicles

Insured Vehicle: All as described in Persons Entitled to Drive: the Certificate of Limitation as to Use: Motor Insurance	Cover: Section 23 A. Comprehensive
---	--

Excess : Section 24	
Amount	Description
£ 150	Accidental Damage , Fire , Theft , Windscreen , Theft total loss
£ Nil	Third party
Additional to any other excess which applies	

Repair Limit: £Nil
Section 12

Damage to Property Limit:
£5,000,000 Applicable to any Commercial Vehicle, Minibus, Agricultural Vehicle and Special Type
£50,000,000 Applicable to any Private Motor Car

Personal Effects Limit: £150
Section 13

Medical Expenses Limit: £250
Section 14

Additional Cover : Section 25

T. Continuing Hire Charges	Not Operative
U. Occasional Business Use	Not Operative
V. Loss of No Claim Discount/Excess	Not Operative
W. Hiring Charges	Not Operative
X. Termination Charges	Not Operative

Operative Endorsements:

None

Part J – Motor legal expenses and uninsured loss recovery

Limit of Indemnity: £100,000 per insured incident

Operative Endorsements:

None

Part K – Inspection contract

Service: Inspections of each item of Plant described in the Plant Specification under Contract Number EI-272001-9897.

Operative Endorsements:

None

Part L – Plant protection

Cover: As described in the Plant Specification by means of cover codes as defined in Section 2 in respect of each item of plant

	Limits of Indemnity
Section 2 Insured Damage to Plant	£500,000
Section 2.7 Own Surrounding Property Damage	£500,000

Excess: £100 each and every loss

Operative Endorsements:

None

Part N – Fidelity guarantee

Persons Guaranteed:
 All members and employees

Sum Guaranteed
 £1,000,000

Excess: £100 each and every loss

Operative Endorsements:

None

Part O – Personal accident

The cover		
Category:	Insured Persons:	Operative Time:
A	Employees	Engaged in Usual Occupation including Journeys and whilst commuting directly between place of residence and usual place of business
B	member	Engaged in the business including undertaking Journeys and whilst commuting directly between place of residence and usual place of business
C	volunteer	Engaged in the business including undertaking Journeys and whilst commuting directly between place of residence and usual place of business
D	key personnel as follows:	24 hours per day engaged in any activity worldwide not excluded from this cover.

Excesses	
Excesses:	Not applicable

Table of benefits				
Benefit:	Category:			
	A	B	C	D
1. Death	3.00 times annual earnings	£50,000.00	£50,000.00	£Nil
2. Loss of Limb (one or more) and/or Loss of Sight (in one or both eyes)	3.00 times annual earnings	£50,000.00	£50,000.00	£Nil
3A. Total Loss of Hearing (in both ears) and/or Total Loss of Speech	3.00 times annual earnings	£50,000.00	£50,000.00	£Nil
3B. Total Loss of Hearing in one ear	25% of 3A	25% of 3A	25% of 3A	25% of 3A
4. Permanent Total Disablement	3.00 times annual earnings	£50,000.00	£50,000.00	£Nil

5. Permanent Partial Disablement	See section 2.16	See section 2.16	See section 2.16	See section 2.16
6. Paraplegia	£75,000 if 1 is £50,000 or more, otherwise £Nil	£75,000	£75,000	£Nil
7. Quadriplegia	£125,000 if 1 is £50,000 or more, otherwise £Nil	£125,000	£125,000	£Nil
8. Temporary Total Disablement	1.00 times weekly earnings	£200.00 per week	£200.00 per week	£Nil
9. Temporary Partial Disablement	50% of 8 or Nil	50% of 8 or Nil	50% of 8 or Nil	50% of 8 or Nil
Benefit Period – temporary disablement	104 weeks	104 weeks	104 weeks	104 weeks
Deferment Period – temporary disablement	0 days	0 days	0 days	0 days
Operative endorsements				
Endorsement title:	Endorsement wording:			
1	Special Exclusion 2 of Section 3 is inoperative provided always that the insurer will not make any payment of any benefit or in respect of any expense or loss arising from any Person Insured who has attained the age of 90 years unless such expense or loss arises during the period of insurance during which the Person Insured attains the age of 90			

Part P – Legal expenses

Insured Incidents:

1. Employment Disputes and Compensation Awards	Operative
2. Legal Defence	Operative
3. Statutory Licence Appeal	Operative
4. Contract Disputes	Operative
5. Debt Recovery	Operative
6. Property Protection and Bodily Injury	Operative
7. Tax Protection	Operative

Limit of Indemnity: £200,000

Operative Endorsements: None

General Notes

1. Fair presentation of the risk

You must make a fair presentation of the risk to us at inception, renewal and variation of your policy. This means that we must be told about all facts and circumstances which may be material to the risks covered by the policy and that you must not make a misrepresentation to us about any material facts. As part of your duty of fair presentation, you must ensure that the information detailed within the schedule is correct and complete. A material fact is one which would influence the acceptance or assessment of the risk. If you have any doubt about facts considered material, it is in your interests to disclose them to us.

Failure to make a fair presentation of the risk could result in the policy either being avoided, written on different terms or a higher premium being charged, depending on the circumstances surrounding the failure to present the risk fairly.

This policy is compliant with the principles of the Insurance Act 2015 law reforms. It also incorporates an 'opt out' which has the aim to promote good customer outcomes. We have opted-out of the 'proportionate reduction of claim remedy' available to insurers under the Insurance Act 2015. This means that in cases of non-disclosure or misrepresentation which are neither deliberate nor reckless, if we would have charged an additional premium had we known the relevant facts, we will charge that premium and pay any claims in full rather than reducing claims payments in proportion to the amount of premium that would have been charged.

We believe that our 'additional premium approach' should, in most situations, be more favourable to our customers when compared to the proportionate reduction of claim remedy. Our additional premium approach does not affect our right to apply the other remedies available under the Act for non-disclosure or misrepresentation.

2. Cancellation

All insurance policies run for a fixed period of time. The Insured can terminate an insurance contract verbally or in writing at any time by calling 0800 917 9531 or emailing Customers.team@uk.zurich.com. Zurich may cancel the policy by giving 30 days' notice in writing. In such an event the insured will be entitled to a return of premium in respect of the unexpired portion of the period of insurance.

If you cancel your policy before the start date, you will be entitled to a full refund of premium. If you cancel within 14 days of the start date, you will be entitled to a full refund of premium, providing no claim has been made. After 14 days, if no claim has been made, we may offer a full or partial refund, depending on the time the policy was on risk and the circumstances at the time of the cancellation request. Please note, a cancellation charge of £50 may be applied.

3. Bonus and fee structure

Employees and businesses who carry out work for ZIC UK are remunerated in various different ways for selling insurance contracts. Employees receive a basic salary and also receive a bonus based on a number of factors, including the achievement of sales and quality targets. Businesses which work for the insurer on an outsourced basis receive a fee and also additional payments based on a number of factors, including the achievement of sales and quality targets.

Zurich Municipal is a trading name of Zurich Insurance Company Ltd. A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No. CHE-105.833.114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes. © Copyright – Zurich Insurance Company Ltd. All rights reserved. Reproduction, adaptation, or translation without prior written permission is prohibited except as allowed under copyright laws.

Mr Tony Needham
Dereham Town Council
Quebec Street
Dereham
Norfolk
NR19 2DJ

Date:

Certificate of Insurance for Terrorism

Underlying Policy Number: YLL-272001-9893

Reference Number: TER1290013531

Insured: Dereham Town Council

Zurich Town and Parish Council Team
PO Box 276
Chichester
PO19 9PS

Direct Phone: 01243 832117

Direct Fax: 01243 210101

E-mail: jonathan.meiseles@uk.zurich.com

We have pleasure in enclosing the Certificate of Insurance for Terrorism

The premium stated in the Certificate is required for the provision of terrorism cover and will form part of your premium. This premium is in addition to the amount stated on your underlying policy documentation.

There is no requirement for specific acceptance of the quotation. Cover effected by your Certificate is assumed (in absence of indications to the contrary) to be in force and the premium has been debited to your account.

The terrorism cover for property and business interruption on this policy, is only available in circumstances where you insure all your property against such risk, either with Zurich Municipal or via another insurer who is a Pool Re member. If you have other property and have not placed terrorism cover in respect of this property either with Zurich Municipal or another Pool Re member, then please contact us.

Zurich Municipal is a trading name of Zurich Insurance Company Ltd. A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No CHE-105 833 114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes.

Certificate of Insurance

It is warranted that the under mentioned particulars are identical to the corresponding particulars detailed in the General Cover Policy of Insurance identified below:

Particulars

General Cover Policy Number: YLL-272001-9893
Reference Number: TER1290013531
Insurer(s): Zurich Municipal

Insured: Dereham Town Council
Period of Insurance: **From: 01/04/2026 To: 31/03/2027 Renewal: 01/04/2027**
Effective date: **Date: 01/04/2026**

Effective Date: 01/04/2026

Premium: £1576.40
Insurance Premium Tax (IPT) £189.17
Premium Inclusive of IPT: £1765.57

Notwithstanding anything contained in the Policy to the contrary in consideration of the payment of the Premium and its Insurance Premium Tax in respect of the Period of Insurance:

A. In the event that Her Majesty's Government or Her Majesty's Treasury or any successor relevant authority issue a certificate certifying an event or occurrence to have been an Act of Terrorism (defined for the purpose of this Certificate as "any act or acts of persons acting on behalf of, or in connection with, any organisation which carries out activities directed towards the overthrowing or influencing, by force or violence, of Her Majesty's Government in the United Kingdom or any other government de jure or de facto"), or in the event that Her Majesty's Government or Her Majesty's Treasury or any successor relevant authority refuse to issue a certificate certifying an event or occurrence to have been an Act of Terrorism and that refusal is reversed by the decision of a validly constituted Tribunal, **we** by this Certificate to the Policy shall provide cover for **damage** and/or **business interruption** (if requested by **you**) proximately caused by such Act of Terrorism provided that:

B.

- 1 Such **damage** and/or **business interruption** occurs in England, Wales or Scotland but not the territorial seas adjacent thereto as defined by the Territorial Seas Act 1987 and not Northern Ireland, the Channel Islands or the Isle of Man

- 2 In any action suit or other proceedings where **we** allege that any **damage** or **business interruption** resulting from damage is not covered by this Certificate the burden of proving that such **damage** or **business interruption** is covered shall fall upon **you**

- 3 The insurance effected by this Certificate excludes any losses whatsoever:-
 - (a) occasioned by riot, civil commotion, war, invasion, act of foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power;
 - (b) directly or indirectly caused by or contributed to by or arising from or occasioned by or resulting from:
 - i. the alteration, modification, distortion, corruption of or damage to any computer or other equipment or component or system or item which processes, stores, transmits, retrieves or receives data or any part thereof whether tangible or intangible (including but without limitation any information or programs or software), or and
 - ii. any alteration modification distortion erasure, corruption of data processed by any such computer or other equipment or component or system or item

whether the property of the insured or not, where such loss damage is directly or indirectly caused by or contributed to by or arising from or occasioned by or resulting from Virus or Similar Mechanism or Hacking or Phishing or Denial of Service Attack; including consequential loss directly or indirectly caused by or arising from Virus or Similar Mechanism, Hacking or Denial of Service Attack

Definitions

For the purposes of 3 (b) above the following special meanings shall apply:

“Virus or Similar Mechanism” means program code, programming instruction or any set of instructions intentionally constructed with the ability to damage, interfere with or otherwise adversely affect computer programs, data files or operations, whether involving self-replication or not. The definition of Virus or Similar Mechanism includes but is not limited to trojan horses worms and logic bombs.

“Hacking” means unauthorised access to any computer or other equipment or component or system or item which processes stores transmits retrieves or receives data whether **your** property or not.

“Denial of Service Attack” means any actions or instructions constructed or generated with the ability to damage, interfere with or otherwise affect the availability of networks, network services, network connectivity or information systems. Denial of Service Attacks include, but are not limited, to the generation of excess traffic into the network addresses, the exploitation of system or network weaknesses and the generation of excess or non-genuine traffic between and amongst networks.

4 The insurance effected by this Certificate excludes:

- (a) any type of **property** which has been specifically excluded in the Policy;
- (b) any Nuclear Installation or Nuclear Reactor and all fixtures and fittings situated thereon and attached thereto and all pipes wires cables drains or other conduits or service media of any description which are affixed or connected to or in any way serve such Nuclear Installation or Nuclear Reactor.

Definitions

For the purposes of 4 (b) above the following special meanings shall apply:

“Nuclear Installation” means any installation of such class or description as may be prescribed by regulations made by the relevant Secretary of State from time to time by statutory instrument, being an installation designed or adapted for:

- i) the production or use of atomic energy;
- ii) the carrying out of any process which is preparatory or ancillary to the production or use of atomic energy and which involves or is capable of causing the emission of ionising radiations; or
- iii) the storage processing or disposal of nuclear fuel or of bulk quantities of other radioactive matter, being matter which has been produced or irradiated in the course of the production or use of nuclear fuel.

“Nuclear Reactor” means any plant (including any machinery equipment or appliance whether affixed to land or not) designed or adapted for the production of atomic energy by a fission process in which a controlled chain reaction can be maintained without an additional source of neutrons.

5 Save for the exclusions listed in sections 3 and 4 above no other exclusions in the Policy shall apply to the insurance effected by part A of this Certificate. All the other terms definitions and conditions of the Policy (including but not limited to any Excess or Deductible to be borne by **you**) shall apply to the insurance effected by part A of this Certificate except for:

- (a) any provision for the automatic reinstatement of sums insured contained in the Policy;
- (b) any Long Term Undertaking applying to the Policy;
- (c) any terms in the Policy which provide for adjustments of premium based upon declarations on expiry or during the Period of Insurance;
- (d) any aggregate limit contained in the Policy regarding the amount borne by **you** as a result of the operation of a deductible;
- (e) any extension of Premises to locations outside England and Wales and Scotland.

B In the event that Her Majesty’s Government or Her Majesty’s Treasury or any successor relevant authority refuse to issue a certificate certifying an event or occurrence to have been an Act of Terrorism, and such refusal is upheld by the decision of a validly constituted Tribunal, this Certificate to the Policy amends the insurance by the Policy as follows:

- 1 The Exclusion in respect of Terrorism in the Policy shall not apply in respect of such event or occurrence, but
- 2 The Policy will not cover **damage** or **business interruption** directly or indirectly caused by, contributed to by, resulting from, or arising out of or in connection with biological, chemical or nuclear pollution or contamination

Save for 1 and 2 above the terms definitions exclusions provisions and conditions of the Policy shall apply.

Endorsements

Signed on behalf of Zurich Insurance Company Ltd (Authorised Insurer).

Signature



Tim Bailey
Chief Executive Officer of Zurich Insurance Company Ltd, UK Branch

Zurich Municipal is a trading name of Zurich Insurance Company Ltd. A public limited company incorporated in Switzerland. Registered in the Canton of Zurich, No. CHE-105.833.114, registered offices at Mythenquai 2, 8002 Zurich. UK Branch registered in England and Wales no BR000105. UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance Company Ltd is authorised and regulated in Switzerland by the Swiss Financial Market Supervisory Authority FINMA. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Our firm reference number is 959113.

Communications may be monitored or recorded to improve our service and for security and regulatory purposes.

Dereham Town Council Asset Register March 2026

Building Type Assets

Increase by 4% from April

	Location
Assembly Rooms (50% charity asset held by Council as trustee)	NR19 2TX
Bishop Bonners Cottage (charity asset held by Council as trustee)	NR19 1ED
Cemetery Lodge	NR19 2ET
Memorial Hall inc 62 Norwich Street.	NR19 1AD
Chapel and Chapel of Rest	NR191ET
Mortuary	NR19 1ET
58 Norwich Street	NR19 1AD
Dereham Windmill	NR20 2TE
Barwell Court Toilets	NR19 2AP
Napoleonic Explosive Store	NR19 2FB
Shelter at New Cemetery	NR20 3PX
Welfare Unit at New Cemetery	NR20 3PX

Total

£11,109,622.89 see insurance schedule

Other Equipment & Assets (Insurance Table Heading)
 George III Painting (Assembly Rooms contents)
 Lord Kitchener Painting (Assembly Rooms contents g)
 Chain of Office (Additional Items)
 Bowls Cup (Additional Items)
 Wheel Bier (Additional Items)
 Town Sign (Additional Items)
 War Memorial (Additional Items)

Total

£175,644.72 see insurance schedule

Major Assets

Van
 Tractor 3046R
 Trailer
 Tennis Courts & Lights
 Play Equipment

Purchased date/minute	Valuation for AR	Insurance Valuation
May-23	£4,000.00	Will be valued at time of ic
June 2015 minute 33	£30,500.00	Will be valued at time of ic
	£4,025.00	see insurance schedule
	£56,286.05	not insured for loss
	£38,245.45	not insured for loss

Skate Park & Lights
 Bus Shelters x 21
 Racked Seating, Kitchen & Bar Fittings, Tables & Other Loose Equip
 Sound & Lighting Equipment @Memorial Hall
 Moorgate Play Area
 Neatherd Play Area
 Toftwood Play area
 Sandy Lane Play area
 Girling Road Play area
 School Lane
 Recreation Ground (Recreation Road)
 Old Becclesgate
 Recreation Ground (London Road)

Minor Assets

Telephone System (Assembly Rooms Contents c)
 Photocopier (Assembly Rooms Contents c)
 6 PCs , Software (Assembly Rooms contents c)
 Office Equipment & Furniture (Assembly Rooms Contents c)
 Beacon (Additional Items)
 Electric Piano (Assembly Rooms Contents c)
 Street Furniture (Part Q Impact Damage)
 Grounds Maintenance Equipment (Additional Items)
 Flag Poles (Additional Items)
 Bar Stock @ Memorial Hall
 Chair Lift Assembly Rooms

		£70,250.68	not insured for loss
		£26,357.00	not insured for loss
		£102,907.30	see insurance schedule
		£42,436.00	see insurance schedule
	2016	£196,085.00	not insured for loss
	2017	£106,248.00	not insured for loss
	2019	£199,926.00	not insured for loss
	2025	£144,000.00	not insured for loss
	2025	£125,000.00	not insured for loss
	2025	£60,000.00	not insured for loss
	2025	£24,000.00	not insured for loss
	2025	£30,000.00	not insured for loss
	2025	£60,000.00	not insured for loss
Total		£1,320,266.48	

Purchased date/minute	Valuation for AR	Insurance Valuation
2016	£1,837.40	see insurance schedule
	£4,370.91	see insurance schedule
	£4,503.52	see insurance schedule
	£16,874.68	see insurance schedule
	£667.31	see insurance schedule
	£1,703.93	see insurance schedule
	£13,118.03	see insurance schedule
	£11,257.21	see insurance schedule
	£1,378.11	see insurance schedule
	£530.45	see insurance schedule
	£5,490.00	see insurance schedule
Total	£61,731.55	

December 2015

Land Assets

Allotments

	Location	Size. (ha)	Purchased date/minute	Valuation for AR
	Cemetery Road	NR19 2EU	2.10	£1.00
	Cherry Lane	NR20 3TH	3.95	£1.00
	Dumpfield	NR19 2HL	1.57	£1.00
	Scarning	NR19 2PS	0.97	£1.00
	Southend	NR19 1WP	1.61	£1.00
	Toftwood	NR19 1UE	1.32	£1.00
	Cemetery	NR19 2ET	3.73	£1.00
	New Cemetery	NR19 3PX	4.73	£1.00
	Eiling Green	NR20 2EX	5.70	£1.00
	Fleece Meadow (PT&R Act 1937)	NR19 1AD	0.72	£1.00
	Neatherd Moor	NR20 2AX	18.27	£1.00
	Recreation Ground (charity asset held by Council as trustee)	NR19 1AF	2.06	£1.00
	Abbots Field	NR20 3BL	2.30	£1.00
	Land Around Windmill	NR20 2TE	1.01	£1.00
	Eight Acres	NR20 3GH	3.27	£1.00
	26 Acres	NR20 4AZ	10.15	£1.00
	24 Acres at Eiling Green	NR20 2ET	9.43	£192,500.00
	55 Acres	NR20 3F3	21.46	£744,015.00
	Sandy Lane Strip [MERGED WITH SANDY LANE]		2022	£1.00
	Open Spaces			
	Cartledge Close	NR19 1PW	0.08	£1.00
	Girling Road [3 pieces of land]	NR19 2SQ	0.62	£1.00
	Hillcrest Avenue	NR19 1XR	1.63	£1.00
	Middlemarch Road	NR19 1EL	0.08	£1.00
	Moorgate	NR19 1PB	2.43	£1.00
	Recreation Road	NR19 1TB	1.65	£1.00
	Russet Way X3	NR19 1GX	0.71	£1.00
	Shipdham Road	NR19 1JL	0.11	£1.00
	South Green	NR19 1GL	0.01	£1.00
	Land at Eiling View (Taylor Wimpey phase 1)	NR20 3FT	2.54	£1.00
	Old Beclesgate	NR19 2DL	0.18	£1.00
	Sandy Lane	NR19 2EA	0.88	£1.00
	Girling Road [merged with other contiguous plots]		Dec-24	£1.00

Balanced Score Card Update March 2026

Current priorities	Ref	Committee	Work Heading	Progress
yes	PFL 3	Council	Complete Walking and cycling Strategy and Promote the Walking and Cycling Strategy	NCC have adopted this as their initiative, consultation has taken place. Need to chase for next steps.
yes	IFP 4	Full Council	Review and update actions following on from Climate Change Working Group.	This has almost become a policy rather than an activity.
yes	IFM 9	Full Council/ S&W	To consider options for refurbishment of Cemetery Lodge.	Completed
yes	IFP2	Finance and Governance	Review of operational Risk Assessment.	Progressing - training identified - being rolled out to outside staff
yes	IFP 6	Finance and Governance	To consider formalising a scheme of delegation, preparing written terms of references for Committee and formalising prioritisation of projects and actions.	Not Started -
yes	PF6	Heritage and Open Spaces	take over management of Neatherd from Breckland Council	Council agreed not to take over management responsibilities.
yes	PF16	Heritage and Open Spaces	Consider the design and layout of 'county Park'	Completed
yes	IFM 10	Markets and Buildings	Review Asbestos survey on all buildings	Completed

Balanced Score Card Update March 2026

yes	PF5	Recreation	Improve Play areas following on from Play and Open Spaces Assessment	Completed
yes	PF15	Recreation	Refurbish Skate Park	Contractor confirmed consultation and design to take place early in 2026
yes	PF18	Recreation	Take over Old Becclesgate play area and plant as a Covid memorial garden.	Completed
yes	PFL 1	Recreation	Work to address shortage of Outdoor Playing Space in Dereham and improve play provision.	Evidence being prepared - call for sites due to take place early 2026. A meeting has been arranged with leader of Breckland Council.
yes		Finance and Governance	Review banking to maximise interest	NSI accounts closed down - still need to look and identify best short /medium term deposit options.