



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 27th January 2026 at Cedar House, 3 New Road, North Walsham NR28 9DE

Present:

Town Councillors:	B Wright (Chair) (BW)	T Scannell (TS)	L Eastwick (LE)
	E Seward (ES)	H Richardson (HR)	R Reid (RR)
	P Brand (PB)	S Nicholls (SN)	S Leavey-Kuhn (SLK)
	P Welsh (PWe)		

District Councillors: M Gray (MG) (left at 7.13pm), L Shires (LS) (left at 7.13pm), K Leith (KL)

County Councillor: L Shires (LS) (left at 7.13pm), S Penfold (LS) (left at 6.56pm)

Town Clerk: Jasmine Dewbery (JD) (Assistant Clerk)

Members of Public: 0

The meeting opened at 18.30.

1. **APOLOGIES FOR ABSENCE** - (To be recorded, the Town Clerk should be notified no later than 17:00 on the day of the meeting)
Apologies were approved from R Smith (RS), J Reid (JR), and P Wood (PWo).
2. **DECLARATIONS OF INTERESTS & REQUESTS FOR DISPENSATIONS** - (Standing Orders: 13b-pecuniary interest; 13c-personal interest if the code of conduct requires; Councillors will leave the meeting for the item, unless a dispensation is granted)
ES – NWIB
3. **MINUTES** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)
It was **RESOLVED** that the minutes from the Full Council Meeting 16th December 2025 are corrected and presented at the next Full Council meeting for signing.
4. **TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**
The Assistant Clerk gave the highlights of the Town Clerk’s report which had already been distributed.
5. **TO RECEIVE MAYOR’S ANNOUNCEMENTS**
No announcements were made.
6. **OPEN FORUM FOR PUBLIC PARTICIPATION**
 - 6.1. District Councillors
 - LS – Has visited the local schools and confirms that the leaves/debris has been cleared away. The NNDC budget is through scrutiny. Awaiting more information on the new Sanders bus depo.
 - KL – Fragrant planting of the Church Slope by NWIB has been completed. Winter flowering cherries and pots have been ordered for the Market Place and Millfield School will be helping to plant them on 17th March.
 - MG – Updates regarding Community Speedwatch. Will be having a meeting with Mobile Network providers to discuss about emergency signal in rural areas.



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6.2. County Councillors

SP – Due to LGR the government intends to cancel the May NCC elections. Highways have agreed to extend the double yellow lines on Millfield Road subject to finding external funds of £9k. SP happy to contribute from members fund between £3-6k but NWTC will need to contribute some too. The £3-6k also needs to include a contribution to Kings Arms Street. Has requested repairs on the Millfield Road and Station Road round about.

LS – Also happy to contribute from members fund (if there is anything left) towards Kings Arms Street. Update on Sainsburys streetlights, which are now lit but may need additional repair work. The Acorn Estate potholes and drain cover issues need to be reported individually to Highways for the time being. Discussion around the Recycling Centre figures, and it was suggested that they have a device there to assist people with making a booking rather than be turned away. Update on the grit bins: Norse had told NCC that all the North Walsham grit bins were filled, but this was not the case. Monitor grit bins from October each year to make sure that they are full before the wintertime.

6.3. Police

No report

6.4. Public - (Standing Orders: 3e-Items on this agenda; 3f-Total duration max 15mins; 3g-Max 3mins per person; 3h-Questions do not require a response at this meeting)

None

7. FINANCE

7.1 It was **RESOLVED** to approve the Expenditure since December meeting

7.2 Income since December meeting was noted

7.3 Bank Reconciliation up to 30/12/2025 was received

7.4 A summary of Receipts and Payments was received.

8. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

8.1. Correspondence: - None

8.2. Clerk's decisions – (Urgent, essential, health & safety or any large transactions up to £3k the Clerk deems necessary as Financial Regulations 5.9)

None

9. TO DISCUSS AND AGREE RESPONSES TO PLANNING APPLICATIONS UP TO 16th DECEMBER 2025

- **PF/25/2748 12 Market Place, North Walsham, Norfolk, NR28 9BP**
Repairs, renovation of shopfront, installation of a new ATM and installation of ventilation units with new condensers/vents to the rear associated with full retail fitout of a vacant unit into a retail banking hub
- **ADV/25/274912 Market Place, North Walsham, Norfolk, NR28 9BP**
Display of non-illuminated fascia sign, window signs, directory of services, nameplate (opening hours) CCTV and ATM signage
- **PF/26/0120 17 Skeyton Road, North Walsham, Norfolk, NR28 0BT**
Detached carport to side of dwelling



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- **PF/26/0109 25 Skepton Road, North Walsham, Norfolk, NR28 0BT**
Single storey side extension to dwelling and detached garage to front

It was **RESOLVED** to respond to all as 'No Objection' (additional comment that ADV/25/274912 complies with the Market Place being a conservation area).

10. TO RECEIVE THE PUBLIC CONSULTATION QUESTIONS AND AGREE ANY DECISIONS OR CHANGES

It was **RESOLVED** to proceed with these questions.

11. TO RECEIVE THE MINUTES FROM THE FINANCE MEETING AND RATIFY THE DECISIONS MADE

Minutes received, and short summary of policy changes agreed at Finance & Grants Committee given by ES. It was **RESOLVED** to ratify all decisions.

12. TO RECEIVE THE MINUTES FROM THE DEVELOPMENT AND AMENITIES MEETING AND RATIFY THE DECISIONS MADE

Minutes received and a short summary of policy changes agreed at Development & Amenities Committee was given by BW. Discussion around costings for new 'Cold Weather Policy'. It was **RESOLVED** to ratify all decisions, with the Cold Weather Policy being agreed in principle subject to costings.

13. TO RECEIVE FURTHER QUOTES FOR LEASING A VAN AND MAKE ANY DECISIONS

Quotations still being sought. Discussions around vehicle specification and maintenance/servicing agreements. It was **RESOLVED** to give delegated authority to the Town Clerk to go ahead with a purchase lease, provided the deposit can be taken from the £10k vehicles ear-marked reserve, and the monthly cost is what was budgeted for 2026/27. If costs are significantly higher, then this needs to be brought back to full council for further discussion.

14. TO RECEIVE A REPORT ON THE NORTH WALSHAM & SURROUNDING AREAS CLERK'S NETWORK MEETING AND AGREE ANY DECISIONS

Report received and discussed. Questions raised around tax and insurance implications for contracting services out (particularly in relation to use of large vehicles). It was **RESOLVED** to agree this in principle, but further enquiries need to be made and then brought to the Finance & Grants Committee for discussion.

15. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY - (Standing Orders: 9b-Agenda items to be received at least 7 clear days before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final)

- Finance & Grants Committee member changes
- Developing the Business Plan
- Accessible wheelchair-friendly benches at the parks – to be taken to D & A Committee
- Costs for Millfield Road double yellow lines extension

16. DATES OF FORTHCOMING MEETINGS

Full Council – Tuesday 24th February 2026 6.30pm
Finance – Tuesday 3rd March 2026 6.30pm
Development & Amenities 17th March 2026 6.30pm
Annual Town Meeting 9th April 2026 7pm

Meeting closed at 20.10

Signed:

Date: