



NORTH WALSHAM TOWN COUNCIL

Minutes of the Full Town Council Meeting

held on Tuesday 30th June 2026 at Cedar House, 3 New Road, North
Walsham NR28 9DE

Present:

Town Councillors:	H Richardson – Mayor (HS)	L Eastwick (LE)
	E Seward (ES)	P Welsh (PW)
	R Reid (RR)	S Nichols (SN)
	S Leavey-Kuhn (SL)	P Brand (PB)

District Councillors: Cllr Gray, Cllr Shires, Cllr Heinrick

County Councillor: Cllr Shires, Cllr Gray

Town Clerk: Wendy Murphy

Head Groundsman James Dennis

Members of Public: 2

The meeting opened at 18.30.

- 1. APOLOGIES FOR ABSENCE** - (To be recorded, the Lead Officer should be notified no later than 17:00 on the day of the meeting)
J Reid (JR), B Wright (BW), R Smith (RS)
- 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)
LE – Poppies
ES – NWIB
- 3. TO APPROVE MINUTES OF PREVIOUS MEETING** - (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 of the Annual Town Council Meeting held on 26th May 2026 be agreed and signed as a true record.
- 4. TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**
The Clerks Report was noted.
- 5. CO-OPTION**
It was **agreed** to co-opt Joeseeph Ballard onto the Town Council. The Declaration of Acceptance of Office was completed. Cllr Ballard gave a declaration of interest for planning application PU/26/1275

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6. TO RECEIVE MAYOR'S ANNOUNCEMENTS

HR confirmed that she had spent a day at Aylsham High School as a mentor and judge for a dragon's den day. She is meeting with the clerk, leaders at Paston College to discuss more involvement within the community. She attended Dan's first Mass at the church and was the first person to be blessed by him. With James she attended the Carnival in the Gator.

7. OPEN FORUM FOR PUBLIC PARTICIPATION

7.1. District Councillors and County Councillors

Cllr Heinrich confirmed that the government has confirmed that there will be some significant changes to planning applications and very few will go to committee. The majority of small applications will be decided by officers. The Clerk will send the details of this to councillors in due course. There are 3 big applications for North Walsham in process at the moment. Premier Inn will be an officer decision. NW West is in negotiations regarding phasing the link road. NW16 needs updated documentation.

Cllr Shires confirmed that the ICB have confirmed that the GP Practices in North Walsham are able to cope with the influx of new patients. In North Norfolk there are a lot of people with complex health conditions that take up more GP time and the ICB have not taken this into account. The Practices in North Walsham have therefore put an objection into the planning application for NW West along with Cllr Gray and Cllr Birch. She has been speaking to petrol station provider that may have found a plot of land that could be suitable for a Petrol Station. Cllr Shires confirmed that she had been appointed to the East Norfolk Voluntary Joint Committee getting ready for devolution. The new Unitary Council will be called East Norfolk.

Cllr Gray confirmed that he is looking getting the unused bins behind Specsavers and beside Coffee Smiths removed.

7.2. 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)

No Comments

8. TO DISCUSS AND AGREE RESPONSES TO PLANNING APPLICATIONS UP TO 30th June 202

- PF/26/11137 Cradle Wood Road, North Walsham, Norfolk, NR28 9JG
Single storey front extension to dwelling and pitched roof to garage to replace flat roof - **No Objection**
- PF/26/1012 Toll Barn , Heath Road, North Walsham, Norfolk, NR28 0JB
Change of use of land from agricultural to residential associated with dwelling known as Toll Barn and erection of covered domestic swimming pool and machinery store - **No Objection**
- PA/26/1240 Eastern Elec Depot, Folgate Road, North Walsham, Norfolk
Electronic communication works being; (1) 5m tower extension to the existing tower, (2) Relocation of the existing colinear antenna to the top of the new 5m extension, (3) Relocation of 3 no. existing antennas and 1 no. dish to the new

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tower extension, (4) Installation of 3 no. new antennas, (5) Installation of mast head amplifiers (MHAs), remote radio units (RRUs) and break out boxes (BOBs) and a GPS node, (6) Removal of 1 no. existing cabinet and installation of 1 no. new cabinet and PSU within the existing cabin, and (7) Associated apparatus and ancillary works – **No Objection but a comment to make sure the extension is within correct criteria**

- PU/26/1275 6 Market Place, North Walsham, Norfolk, NR28 9BP
Change of use of rear part of ground floor and upper floors from Bank (Class E) to 3 Into 3 flats (Class C3). Front area of the ground floor to remain as commercial. – **Objection on the following :-**

1. Potential adverse impact on the viability of the valued economical community-oriented business (The Black Swan pub), This is due to the close proximity of the proposed residential accommodation being incompatible with a business that regularly holds live music, theatres and other entertainment events which attracts people during the late afternoon and evening. Any development that jeopardises these activities puts the business at risk.

2. The Council considers that the proposal would adversely impact residents of the proposed development. This is because the site is close to Black Swan pub that hosts live music, and the introduction of residential accommodation in this mixed-use location risk future complaints about noise, disturbance and pressure on established lawful uses. This would create an unacceptable conflict between residential and existing commercial activity.

3. The Council notes that the site is within a conservation area, and in accordance with Policy EN8 the character and appearance of conservation areas should be preserved and where possible enhanced. The Council also notes that the District Council has provided funding to create this. Therefore, the absence of information on how refuse bins and waste is to be stored is a matter of concern.

19.33 Cllr Ballard left the meeting

9. **FINANCE**

- 9.1 The expenditure since May meeting was approved.
- 9.2 The income since May meeting was noted.
- 9.3 The Bank Reconciliation up to 31/05/2026 was noted
- 9.4 The summary of Receipts and Payments was noted

10. **CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY**

10.1. Correspondence:

Station Road Development – The Council asked for the names to be Hoste Crescent, Bittern close, Railway Court and Marshall Way.

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

None

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

These will be brought to a future meeting

12. TO RECEIVE THE MINUTES FROM THE D & A MEETING AND RATIFY ANY DECISIONS MADE

Received and decisions were ratified

13. TO RECEIVE QUOTES AND AGREE WORKS FOR CHURCHYARD WALL REPAIRS

Quotes were received and it was agreed for the work to go ahead but a report needs to be sent to the next Finance Meeting with recommendations from the Town Clerk for a preferred builder to commence the work and which reserves the monies will come from.

14. TO RECEIVE QUOTES AND AGREE WORKS FOR CHURCHYARD BOLLARDS

The work has been agreed and the cost of this will be taken from the Street Furniture reserve.

15. TO RECEIVE QUOTES AND AGREE WORKS FOR GEO-MAT IN WAR MEMORIAL PARK

This will be deferred until a future date.

16. TO DISCUSS AND AGREE REGARDING HORNBEAM PARK AND RIDE

It was agreed that The Town Council would look after the new Bus Shelter with the existing one to be re-used at another location. However, the council wanted to point out that there is no financial incentive for residents to use this as there is still a charge at Hornbeam Road Car Park. It would be beneficial if this charge could be removed or reduced

17. TO RECEIVE QUOTES AND AGREE TREE WORKS

It was agreed that our tree surgeon be appointed to thin crown 10 beech/sycamores by 30% at the cemetery at a cost of £2100. The trees will not be reduced in height.

It was proposed and seconded to suspend standing order 3x so that the meeting could continue

18. TO DISCUSS AND AGREE EVENTS AND DATES FOR 2027

A discussion took place, including activities in the park during school holidays but no dates were voted on so this will be taken to July's meeting

19. TO DISCUSS A BOARDS IN THE MARKET PLACE AND MAKE ANY DECISIONS

It was agreed to find out how much a licence is and let the businesses know. The council could then look at a signpost.

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20. 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)

Neighbourhood plan

Finance Minutes

21. DATES OF FORTHCOMING MEETINGS

Full Council meeting Tuesday 28th July 6.30pm

Meeting closed at 20.42pm

22. TO CONSIDER PASSING A RESOLUTION, IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 THAT THE PUBLIC AND PRESS TO BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

The Bylaws and droning were discussed – Permission is required from the Town Council for drones to be used in the War Memorial Park. The council confirmed the right to take professional advise cancelling any event at any time under the council's jurisdiction. The Clerk as the professional advisor to the council and the Health and Safety Officer is able to make this decision.

The clerk confirmed that she had recruited 5 casual staff to help with events

The Clerk discussed a proposal for land to be used for allotments

Email communication was discussed.

Signed:

Date: