

**MINUTES OF THE MEETING OF UPPER SHERINGHAM PARISH
COUNCIL HELD IN THE VILLAGE HALL ON 3rd SEPTEMBER 2026 at 6.00pm**

Present:

**Mr Dorey (Chairman), Mr Knowles (Vice Chairman),
Ms Baker, Mrs Hunt & Mrs Scott-Stone
Cty Cllr Withington
Sally Gill, Parish Clerk**

4499. Apologies for Absence

Mr Battha-Pajor sent apologies, they were accepted. Dst Cllr Bailey sent apologies.

4500. Declarations of Interest on Agenda Items

There were none on this occasion.

4501. Minutes of the Meeting of 2nd July 2026

Mr Knowles proposed acceptance of the minutes of the meeting of Upper Sheringham Parish Council held on 2nd July 2026, seconded by Mrs Scott-Stone subject to amendment of Mrs Baker to Ms Baker. The Chairman signed the minutes

4502. Casual Vacancy

To date no application has been received for the casual vacancy.

4503. Public Participation

No members of the public were present.

4504. Police

a) North Norfolk On-Line Drop In Sessions.

The SNAP meetings have been replaced by on line drop in sessions, these sessions are now open to members of the public. Mrs Hunt has attended the former SNAP meetings for ten years representing the Parish Council and will now stand down with Mr Knowles attending future on line sessions and reporting back to the Council. The Clerk will forward any information and joining instructions to all as other members may attend if they wish.

b) There were no other Police matters on this occasion.

4505. County Council

a) Cty Councillor Report

Cty Cllr Withington provided report in August and September and gave the following information:

Staying Socially Connected – Public Health Campaign

New Road Safety Campaign

Millenium Library in Norwich Re-opens

Local Members Highways Allowance not Re-Instated

Advised Upper Sheringham Village Hall of NNDC Community Fund via Dst Cllr Heinink – application made

A148 Safety Improvements - A proposal has been put together with liaison between Cllr Ringer, Cllr Brown, local MP Steffan Aquarone, highways and the previous PCC Sarah Hall. Currently waiting on an update as to how far this has progressed. The most important point is that there will be consistent speed limits from between High Kelling to Aylmerton of either 30mph and 50mph. This change reflects that number of fatalities and serious life changing injuries which have occurred in the areas which are currently 60mph. No further updates have been

received but this will be discussed on the 4th September.

Heritage Open Days in Norfolk

Flu Vaccinations - NHS Norfolk & Suffolk ICB

Homelessness in County and Rural Areas

Social and Affordable Homes Programme

Parish Partnership Scheme

Meeting with Highways Manager on 4th September

Local Town/Village Updates

Actions Supporting Community

b) A148 Safety Improvements

Information is noted in the Cty Cllr report.

c) Parish Partnership Scheme 27/28

The scheme for 27/28, whereby NCC and the Parish both contribute 50% towards one of the approved schemes, was discussed. It was agreed to ask the Highways Manager, if a white line could be made on the Sheringham Road as you exit the Village from the corner of Cranfield Road to where the pavement starts and if this could be considered under this scheme.

d) Any Other Highway Matters

It was noted the white lines in the middle of the road through the village need refreshing, it was agreed to ask the Highways Manager for this to be included in the schedule of works.

It was noted there are various potholes that need repair works: the top of Blowlands Lane, along Lodge Hill and the top of Holway Road, Mrs Hunt will try to obtain photos of the Holway road potholes, the Clerk will report the potholes to NCC.

Cty Cllr Withington joined the meeting at 6.30pm.

Cty Cllr Withington is meeting the Highways Manager on 4th September and will raise the two items as above at this meeting.

In addition to the two recent reports it was noted that the NCC Leader and Deputy Leader have cancelled the contract for consultants engaged to oversee the Local Government Reorganisation. District Council's may have money tied up in the contract and may possibly face a loss. The Judicial Review outcome is awaited.

4506. District Council

a) Dst Councillor Report

Dst Cllrs Heinink and Bailey sent a report giving information on:

Mobile Connectivity

Driving Investment through Prosperity Fund Grants

Councillor Actions in the Community

b) New Local Plan, Scoping Consultation and Call for Sites

Information from NNDC planning services had previously been circulated to members regarding the new North Norfolk local plan, the Scoping Consultation and a Call for Sites. Cty Cllr Withington noted that there will be changes to delegated powers. The Parish Council have asked to be informed of all consultations and actions on the new plan.

4507. Planning Matters

a) Planning Decision TPO/26/1098 – Order has been confirmed for trees on land at 33 Chapel Yard, Lodge Hill, Upper Sheringham.

b) Any Other Planning Matters

There were none on this occasion.

4508. Finance

a) Payments

Clerk's pay, 1st July to 30th Sept 2026, £608.40

HMRC Clerk's tax, 1st July to 30th Sept 2026, £152.10

Admin expenses, 1st July to 30th Sept, £101.49

Npower, street light electricity, June, £18.33

Npower, street light electricity, July, £19.24

Reimburse S Gill for WIX website annual host fee, £129.60

Mrs Scott-Stone proposed making the above payments, seconded by Mr Knowles. It was agreed.

A Leylandii tree along Butts Lane is very overgrown and Dst Cllr Heinink is dealing with trying to ascertain ownership and potential remedies. Mr Knowles proposed a land registry search, in the sum of £7, to ascertain ownership, seconded by Mrs Scott-Stone. It was agreed.

Mr Dorey will also speak to Henry Cockerton, agent for Upcher Holdings, about the tree. Cty Cllr Withington had previously been dealing with this tree and informed ownership was Upcher Trust but they had not been forthcoming with appropriate works.

b) Income, Expenditure and Bank Balances

Receipt was noted of income, expenditure and bank balances to 31st August 2026.

4509. Parish Matters

a) Local Government Reorganisation

Update as noted in Cty Cllr report.

b) Review of Parish Council Policies

a. Financial Regulations

b. Financial Internal Control Policy

c. Risk Management Policy.

It was agreed to review these policies at the November meeting.

4510. Correspondence Previously Received and Circulated

Fire Safety – Norfolk Fire & Rescue Service

Introduction Letter from NCC Deputy Leader

NNDC's Mobile Connectivity Survey

4511. Any Other Business for Information Only/Items for the Next Agenda

Ms Baker will send members information on her recent project supported by Healthy Sheringham.

4512. Date of Next Meeting – Thursday 5th November 2026 at 6.00pm

There being no further business the meeting closed at 6.55pm

ChairmanDated.....