

**MINUTES OF THE MEETING OF UPPER SHERINGHAM PARISH  
COUNCIL HELD IN THE VILLAGE HALL ON 5<sup>th</sup> MARCH 2026 at 6.00pm**

**Present:**

**Mr Dorey (Chairman), Mr Knowles (Vice Chairman),  
Mr Battha-Pajor, Mrs Hunt & Mrs Scott-Stone  
Cty Cllr Eric Vardy, Dst Cllr Colin Heinink  
Sally Gill, Parish Clerk**

**4455. Apologies for Absence**

Dst Cllr Bailey sent apologies.

**4456. Declarations of Interest on Agenda Items**

There were none on this occasion.

**4457. Minutes of the Meeting of 8<sup>th</sup> January 2026**

Mrs Scott-Stone proposed acceptance of the minutes of the meeting of Upper Sheringham Parish Council held on 8<sup>th</sup> January 2026, seconded by Mr Knowles. The Chairman signed the minutes

**4458. Casual Vacancies**

No election was called for the two casual vacancies, therefore the Parish Council can now co-opt new members. The vacancies will be notified on the Parish Council website and the village noticeboard.

**4459. Public Participation**

No members of the public were present.

**4460. Police**

a) Newsletters from the Police are circulated to members on receipt.

**4461. County Council**

**a) Cty Councillor Report**

Cty Cllr Vardy has sent a report giving information on:

Postponement of County Council Elections in 2026

Norfolk's Bus Service Improvements

Norfolk Adult Social Care Costs

Norfolk Foster Carer's Proposed Pay Increase

Consideration of Additional Investment in Independent Living Programme

A148/Holway Road Junction, Proposed Improvement Scheme

Cty Cllr Vardy informed he would not be standing at the upcoming elections and that this would be his last attendance, the Chair thanked him for all his work for the Parish. It was noted the new Cty Cllr would receive a community fund of £5k and a highways fund of £12k for expenditure within their parishes. Cty Cllr Vardy also apologised for the recent press article on the A148/Holway Road junction which indicated the project had started when in fact it has only just been added to the list of NCC projects.

**b) Highways Matters**

Notification has been received that the application to the Parish Partnership Scheme has been successful. The Parish Council are now in a position to order a replacement SAM3 for the village.

**4462. District Council**

**a) Dst Councillor Report**

Dst Cllrs Heinink and Bailey sent a report giving information on:  
NNDC 26/27 Budget  
Business Rates Consultation  
Dst Councillors Actions for Residents

**4463. Planning Matters**

**a) Planning Application TW/26/0400 To Fell Trees on land at Lodge Hill**

This application was discussed and it was agreed the Chairman would speak to the case officer regarding the proposed works to the trees for more information.

**b) Planning Application TW/26/0423**

This application was noted and supported.

**4464. Finance**

**a) Payments**

Clerk’s pay, 1<sup>st</sup> Jan 2026 to 31<sup>st</sup> March 2026, £608.30  
HMRC Clerk’s tax, 1<sup>st</sup> Jan to 31<sup>st</sup> March 2026, £152.20  
Admin expenses, 1<sup>st</sup> Jan to 31<sup>st</sup> March, £100.35  
Npower, street light electricity, December, £37.57  
Npower, street light electricity, January, £35.68  
Mr Battha-Pajor proposed making the above payments, seconded by Mrs Hunt.  
It was agreed.

**b) Income, Expenditure and Bank Balances**

Receipt was noted of income, expenditure and bank balances to 28<sup>th</sup> February 2026.

**4465. Parish Matters**

**a) Review of Policies**

Complaints Policy  
Co-option Policy  
Subject Access Request (Data Protection)  
Mr Knowles proposed approval of amendments and review of above policies,  
seconded by Mr Mrs Scott-Stonea. It was agreed.

**4466. Correspondence Previously Received and Circulated**

Save Benjamin Court Campaign

**4467. Any Other Business for Information Only/Items for the Next Agenda**

The Clerk informed members that the Internal Auditor appointed for the 25/26 accounts will be retiring with immediate effect. The Clerk has secured an auditor for this year’s accounts, this will be included on the next agenda for approval.

**4468. Date of Next Meetings – Annual Parish Meeting, Thursday 14<sup>th</sup> May 2026 at 6.00pm. Annual Parish Council Meeting, Thursday 14<sup>th</sup> May 2026 at 6.15pm**

**There being no further business the meeting closed at 6.35pm**

Chairman .....Dated.....