

Minutes of the Dersingham Parish Council meeting held on 22nd September 2025 at 7.00pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Brian Anderson, Nigel Barker, Tony Bubb, Robert Frost, Mike Shepherd, Jordan Stokes, Brett Thomas, Mark Ward, Ann Watkins, Sarah Whitehead, and Dennis Wright.

Also present: Karen Orgill (Business Manager - BM)
Geraldine Scanlon (Assistant Business Manager - ABM – Minute taker)
Borough Councillor Judy Collingham (Left 7.23pm)
Norfolk County Councillor Stuart Dark (Left 7.23pm)

- 1 Apologies for absence –** Councillors Valerie Brundle, Su Foxley, John Houston, and Martin Noble.
- 2 Declarations of interest and request dispensations by Councillors in any of the agenda items listed –**
There were no declarations of interest.
- 3 Public Participation –** None present
- 4 To receive a verbal report from Norfolk County Councillor**
Cllr Dark reported the following:
Regarding strategic related issues Local Government Reform is still ongoing. Central Government have asked Local Authorities to submit their preferred options later this month. The final decision regarding the reform will be made by Government Ministers in March next year.
The BM had applied for a grant from the County Council to purchase three benches two will be placed in the bus shelters along Chapel Road and Manor Road and the third will be installed at the bus stop located on Hunstanton Road, just past Woodside Avenue. The bid has been formally agreed however should there be any shortfall in funding then Cllr Dark will meet the costs from his Local Members Fund.
Cllr Wright asked why the County Council were installing a bus lane at Knight's Hill which in his opinion was unnecessary and not reviewing the constant congestion from the hospital roundabout along Queen Elizabeth Way to the Hardwick Roundabout. He also raised the issue of road closures asking why the diversions applied are excessive, diverting drivers' miles out of their way, when local roads could be used. Cllr Dark explained that the County Council will carry out a review of the hospital roundabout which will also consider the slip road at the roundabout as the visibility splay is very poor. The diversions for road closure may seems excessive, however safety of the contractors must be considered therefore the smaller roads aren't always viable.
Cllr Watkins asked when Hunstanton Road, outside Thaxters, would be resurfaced. Cllr Dark said the works have been approved and he would update Councillors once they have been scheduled.
Cllr Barker said the roadworks at Lamsey Lane are being managed very well. Cllr Dark said it is a dangerous junction and the cost of installing traffics lights to reduce accidents was 1.5 million pounds.

Cllr C Shepherd said the village is meant to receive two weed killing treatments to the kerbside gutters and asked when the second was due. Cllr Dark said he would check and update Cllr C Shepherd.

Cllr C Shepherd asked if there was an update on the old infant school. Cllr Dark said he would enquire as to what the current situation is.

5 To receive a verbal report from the Borough Councillors

Cllr J Collingham reported she had attended a Community Infrastructure Levy (CIL) meeting and advised that anyone intending to extend their property should check the CIL liabilities.

A working party has been formed to oversee the renovation of both the St James and the Oasis swimming pools, however the progress with the Oasis pool is slow due to the poor state of the esplanade.

The indoor bowls rink at Lynn Sport is to be renovated as part of a wider project and it is proposed to reduce to two rinks.

Cllr Bubb said the bus lane being built at Knight's Hill is to assist with the traffic flow for the housing development on the A148 Grimston Road. Cllr Dark advised that the recently completed roadworks at the junction of the A148 Grimston Road, Low Road and Castle Rising Road. The redesign of the junction will facilitate more traffic entering and leaving King's Lynn.

Cllr Bubb had attended the Mayors Design Award ceremony and Mecklenburgh House, Dersingham had won an award and he is awaiting details to write an article for Village Voice.

Cllr Collingham asked Cllr C Shepherd if she will attend the meeting with Chief Executive of the Borough Council on 25th September 2025. Cllr C Shepherd confirmed she would attend.

6 Finance

(a) Current Financial Position (FBC and Reserves reports) July and August 2025.

Cllr C Shepherd advised the accounts, aged debtors and reserves reports for July and August 2025 had been placed on SharePoint and had been seen by the F&A Committee at their meeting on the 8th September 2025.

Cllr M Shepherd reported that his IAC report for July and August had been placed on SharePoint prior to the meeting. He confirmed the bank reconciliations for the period 1st April 2025 to 31st August 2025 were in order and the financial reports presented to councillors were numerically consistent. The payments made through August were authorised in advance at the Full Council meeting held 28th July 2025. All payments had been processed and authorised in accordance with the financial regulations.

(b) Payments for August 2025 (Information Only) and approval of payments for September 2025.

Cllr C Shepherd advised the payment lists for August 2025 are for information as they had been approved at the Full council meeting held 28th July 2025.

There are four payment lists for September 2025. The DD/SO list, confidential list and debit card purchase list were for information only and one BACs list for authorisation which had been circulated via SharePoint.

It was resolved to approve the payments.

7 Minutes

(a) Minutes of the Full Council meeting 28th July 2025.

It was resolved to approve the Minutes as a true and accurate record and the Chairman to sign the minutes.

(b) Minutes of the Communications Committee meeting 28th August 2025

Cllr C Shepherd said Cllr Stokes had been voted as Vice Chairman of the committee. The Parish Councils Facebook page has now been formally closed. Any parish information will be posted onto the Village Facebook page therefore the social media policy will need to be reviewed.

(i) Recommendation to approve Terms of Reference

Cllr C Shepherd proposed the reviewed and amended terms of reference be formerly adopted by Full Council. **It was resolved to approve the proposal.**

c) Minutes of the Environment Committee meeting 2nd July 2025.

Cllr M Ward said there were proposals from the committee that needed to be put to Full Council for agreement.

(i) Recommendation to seek approval from Full Council for £4375 to be transferred from Reserves to Dog Bin Emptying – Code 4015

Cllr C Shepherd made the above proposal. This was a result of the unexpected high increase of the dog bin emptying charges by the Borough Council. **It was resolved to approve the proposal.**

(ii) Recommendation to seek approval from Full Council to spend £350 from Project Reserves for the installation of two new benches at The Warren – Code 8000

Cllr C Shepherd made the above proposal. **It was resolved to approve the proposal.**

(iii) Recommendation to seek approval from Full Council to spend £14,642.52 from the Project reserves for 5 replacement streetlights in Woodside Avenue and Woodside Close.

Cllr C Shepherd made the above proposal, this was for the costs of the columns and work by UK Power Networks. **It was resolved to approve the proposal.**

(iv) Recommendation to seek retrospective approval from Council for spending £4095.00 from Project Reserves for the installation of a bus shelter outside St. Cecilia's Church. To note that 80% grant has been agreed by Norfolk County Council, which will be credited to the Project Reserves.

Cllr C Shepherd made the above proposal. **It was resolved to approve the proposal.**

Cllr Barker asked why under minute number 8 (i) it had been approved by the committee to ban E-Bikes and E-Scooters and why it had not been brought to

Full Council for all councillors to discuss. He said it does not state in the Environment Terms of Reference that the committee have the authority to make such a decision. After discussion it was agreed that the Terms of Reference would be checked, the decision returned to Environment Committee, and E-Bike and E-Scooters be placed on the next Full Council agenda.

(d) Minutes of the Planning Committee meeting 8th September 2025.

(i) Recommendation to Full Council to agree that the Neighbourhood Plan Steering Group can meet as a Parish Council Working Group.

Cllr B Thomas made the above proposal. **It was resolved to approve the proposal.**

(e) Minutes of the Finance & Admin Committee meeting 8th September 2025.

Cllr M Shepherd said there were no items that the F&A Committee wished to bring to the attention of full council.

He updated councillors regarding minute number 9-CPR and Defib Training. The BM had obtained the terms and costs for a training session to take place, these were placed on SharePoint. This had been discussed by F&A and the decision was made that the BM will contact the Spar shop, Thaxters, Co-op and the Social Club to ask if any members of staff would wish to attend a course. Cllr Watkins said the staff at the Spar shop and Thaxters had recently attended a course. After discussion Cllrs N Barker, J Stokes, B Thomas, and D Wright volunteered to attend a course, should one be booked.

(f) Notes of the Staffing Committee meeting 15th September 2025.

Cllr C Shepherd advised the committee had approved staff salaries.

8 Planning applications:

Applications: There were no applications.

Determinations: Noted at the meeting.

25/01181/F Extension to rear of dwelling, renovation of existing garage including extension to garage and extension of existing dormer – 7 Silver Drive, Dersingham – application Permitted 9th September 2025 – Delegated Decision.

9 Chairmans Report

Cllr C Shepherd reported the following:

A short service was held at the War Memorial to commemorate the 80th Anniversary of VJ Day, this was followed by the beacon being lit. There were around 40 people in attendance. Cllr Thomas asked why the village does not have a fixed beacon as they are more effective. Cllr C Shepherd said the beacon was purchased before she joined the Parish Council. Discussions have since taken place regarding a permanent beacon, but there was not a suitable location on Parish Council land. There were advantages to a mobile beacon.

Cllr C Shepherd had attended meetings of the Dersingham Sports Ground Association and Dersingham Village Centre Association in August. The DVCA have revised their pricing structure.

10 Business Managers Report

The BM reported the following:

The new bus shelter outside St Celiia's has now been installed and a grant for 80% of the cost has been secured.

A Grant application is being completed for 2 benches in bus shelters on Manor Road and Chapel Road and one at the bus stop on Hunstanton Road. The latter was awaiting approval from the Highway's Area Manager.

The replacement cover for the litter bin beside the Skatepark at the Recreation Ground had arrived damaged. That has been returned and a replacement should be delivered tomorrow.

Two recycled benches to be located on the Warren have been delivered and will be installed in due course.

Quotes are being obtained to carry out a tree survey on the Parish Council owned trees.

Quotes are being obtained for pruning of the hedge around the Pill Box.

A specification has been prepared to obtain quotes for drainage and clearance of the ditch, including hedge trimming, at the Sports Ground.

11 Correspondence

11.1 Email regarding speeding through the Village

Councillors discussed the issue of speeding through the Village. It was agreed that the item be placed on the next Full Council agenda.

11.2 BCKLWN – Warm Homes Local Grant

Cllr C Shepherd said she had read the correspondence received and unfortunately Dersingham postcodes are not listed. Cllr Barker commented that he had read the document and there were other factors that meant residents may qualify.

Cllr C Shepherd advised a letter had been received from St Nicholas Church inviting the Parish Council to purchase a Christmas tree for this year's tree festival at the church. A 1 metre tree costs £35.00 and a 2 metre £55.00. **It was resolved to approve a 2 metre tree be purchased.**

12 Open the meeting to allow Public Participation

None Present

13 Items for inclusion on the next agenda

Speeding in village

E Bike usage at the recreation ground

Cllr C Shepherd asked Councillors to notify the BM of any items to be added.

14 Date of next meetings: (No meetings throughout August 2025)

Full Council Meeting Monday 7.00pm 27th October 2025 in the Garden Room

The meeting was paced in closed session at 8.11pm

15 Exclusion of Press and Public

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

16 Leases Update - Sports Ground and Queen Elizabeth II Jubilee Hall

Cllr C Shepherd said the Sports Ground underlease has been signed and sent to the Land Registry for registration.

Cllr C Shepherd said the work on the QE II Jubilee Hall lease is now progressing.

17 Debtor – Decision on money owed to Dersingham Parish Council

After discussion, and taking the RFO's advice, it was agreed that no further action will be taken on the collection of invoice 2350.

The ABM will contact again the company regarding the outstanding invoice 2400.

18 Land beside The Warren/A149 – Decision on possible purchase

Councillors discussed the purchase of the land, and an offer was established with an upper limit being agreed. Cllr C Shepherd will contact the landowners.

With no further business the meeting was closed at 8.30pm

Action Points

Business Manager

RFO

Assistant Business Manager

- To contact the company regarding payment of invoice 2400.

Cllr C Shepherd

- To arrange for the new signatories on the NS&I to complete the mandate.
- To contact the landowners regarding the purchase of the land beside The Warren /A149.
- To notify St Nicholas' Church that the Parish Council wish to purchase a 2 metre Christmas tree.

Cllr M Shepherd

- To arrange for the agreed Barclay Bank signatories to be removed.

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

ADDITIONAL BACS APPROVAL LIST 26.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
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Signature _____
Date _____

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

ADDITIONAL BACS APPROVAL LIST 26.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
747	BACS.ACE. 29.08.25	£5,214.00	£869.00	£4,345.00	£5,214.00	25/08/25	2106	Ace Shelters Ltd - All as per your quotation ref: 8746 Rev 1 Specifications • 3 Bay 2.7Mtr x 1.3Mtr Bus Shelter with a heritage roof glazed in 4mm THK bronze tinted UV stable polycarbonate. The roof will be constructed from high grade 100.0mm x 50.0mm extruded aluminium D-section, glazing affixed with rubber gasket sealed aluminium capping • The main frame of the structure will be constructed from high grade 80.0mm x 80.0mm extruded aluminium section with glazing rebate beaded internally • All glazing panels of the Bus Shelter will be of UV stable polycarbonate • All metal work will be powder coated to your chosen Ral colour Note: Colour to be Dark Green • The shelter will come 600mm Half End Panels and a timber bench seat • The uprights of the shelter will be submerged into already prepared sleeves and filled with concrete ready to be top finished to match by others or base plate fitted to existing	£5,214.00

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

ADDITIONAL BACS APPROVAL LIST 26.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
								hardstanding	
								Costings - 3 Bay Half End Bus Shelter £4,095.00 + VAT Plus: 83cm Bench to fitted at the same time as bus shelter £250.00 + VAT Price includes manufacture, delivery and installation Total Cost - £4,345 plus vat	
748	BACS.ACE. 29.8.25	-£300.00	-£50.00	-£250.00	-£300.00	25/08/25	8746	Ace Shelters Ltd - Credit Note for Bench cancelled from original order	-£300.00

Signature

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Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

ADDITIONAL BACS APPROVAL LIST 26.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
746	BACS.MNS .29.08.25	£2,688.00	£448.00	£2,240.00	£2,688.00	04/09/25	INVSI-500	Minns Bros Builders - To carry out the work on the War Memorial Gardens Take up area of brick weave around the lime tree approximately 5m x 5m, edge area with existing paving setts. Weed kill area and lay weed suppressant. Finish area with 10mm shingle. At a cost of £910.00 Take up existing plastic drainage gullies. Supply and fit new drainage gullies connect to existing outlet. Make good raised/sunk area of paving setts beside gullies to allow rainwater to flow freely away. At a cost of £1,330 Total net cost of £2,240, Work to be completed before VJ on 15th August 2025	£2,688.00
Total		£7,602.00	£1,267.00	£6,335.00	£7,602.00				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

ADDITONAL DD APPROVAL LIST 26.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
745	DD.KM.29.0 8.25	£169.74	£28.29	£141.45	£169.74	01/08/25	9479	K & M Lighting Services - Street lighting Maintenance Charge 1st August 2025 to 31st August 2025	£169.74
Total		£169.74	£28.29	£141.45	£169.74				

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Date _____

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
744	BACS.NPT S.29.08.25	£57.60	£9.60	£48.00	£57.60	08/06/25	21613	Norfolk Parish Training & Support - Code of Conduct training for Susan Foxley @48.00	£57.60
727	BACS.NPT. 29.08.25	£124.80	£20.80	£104.00	£124.80	30/07/25	21687	Norfolk Parish Training & Support - Autumn Seminar for Business Manager @56.00 and Code of Conduct training for Nigel Barker @48.00	£124.80
1		£67.20	£11.20	£56.00		Staff	Autumn Seminar for Bu Manager		
2		£57.60	£9.60	£48.00		CNCL	Code of Conduct Trainin Barker.		
726	BACS.DOM .30.08.25	£60.00	£0.00	£60.00	£60.00	31/07/25	July 2025	David Doman - War Memorial maintenance 4 visits at £15.00	£60.00
728	BACS.PO.2 8.08.25	£240.00	£40.00	£200.00	£240.00	01/08/25	33UE020-0011	Parish Online - Mapping Software 1Aug 2025 - 1 Aug 2026	£240.00

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
733	BACS.PJB. 30.08.25	£1,575.52	£262.59	£1,312.93	£1,575.52	01/08/25	SI-1102	P J & B Jones Ltd - Grass cutting contract	£1,575.52
1		£124.80	£20.80	£104.00		ENV		Village centre north sou west 3rd, 24th July @52 14 cuts	
2		£200.33	£33.39	£166.94		REC		Playing Field 3rd ,24th J @83.47 (9 of 16)	
3		£67.20	£11.20	£56.00		REC		Childrens Play area 3rd July @28.00 (9 of 16)	
4		£159.00	£26.50	£132.50		ENV		Broadlands Close 3rd, 2 @66.25 (8 of 14)	
5		£49.87	£8.31	£41.56		ENV		Earls Close 3rd, 24th Ju @20.78 (8 of 14)	
6		£196.39	£32.73	£163.66		ENV		Crisp Close 3rd, 24th Ju @81.83 (8 of 14)	
7		£90.00	£15.00	£75.00		WARR		Pakenham Drive 3rd, @ (4 of 6)	
8		£24.00	£4.00	£20.00		ENV		Mountbatten Road 3rd, @20.00 (4 of 6)	
9		£118.44	£19.74	£98.70		WARR		Philip Nurse Road 3rd, ; July @49.35 (8 of 14)	
10		£102.00	£17.00	£85.00		WARR		The Warren GCA12 fire 3rd July @85.00 (4 of 6)	
11		£73.26	£12.21	£61.05		WARR		The Warren Footpaths 3rd July @61.05 (4 of 6)	
12		£78.00	£13.00	£65.00		ENV		Grass Lynn / Heath Roa July @65.00 (4 of 6)	

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
13		£146.50	£24.42	£122.08		ENV		Strim Dyke Manor Roac Sherbourne Road GLC2 July @122.08 (4 of 6)	
14		£0.00	£0.00	£0.00		ENV		Public right of way FP3 19th May (cut 1 of 3)	
15		£0.00	£0.00	£0.00		WARR		The Warren GCA11 23r @£240.00 (1of1)	
16		£145.73	£24.29	£121.44		ENV		Sherbourne Road, Man Footpath GCA2 on 25th @121.44 (1of1)	
734	BACS.ARK. 30.08.25	£11.12	£1.85	£9.27	£11.12	01/08/25	69626	Ark ICT Solutions Ltd - Monthly Phone Bill	£11.12
Total		£2,069.04	£334.84	£1,734.20	£2,069.04				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DC APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
736	DC.THX.13. 08.25	£54.00	£9.00	£45.00	£54.00	31/07/25	Gas Inv	Thaxters - Propane Gas bottle for VJ Day event	£54.00
Total		£54.00	£9.00	£45.00	£54.00				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

CONFIDENTIAL APPROVALS 18.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
		£5,448.74	£0.00	£5,448.74	£5,448.74				
Total		£5,448.74	£0.00	£5,448.74	£5,448.74				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DD & SO APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay Invoice date	Invoice no.	Details	Payment Reference Total
720	DD.BARC.0 4.08.25	£8.50	£0.00	£8.50	£8.50 17/07/25	June to July 25	Barclays Bank - E-Payment Plan Charges for 13th June - 13th July 2025	£8.50
730	SO.JJ.30.0 8.25	£100.00	£0.00	£100.00	£100.00 04/08/25	Aug 25	Jo Halpin Jones - Village Voice Honorarium	£100.00
731	DD.SKIDD. 30.08.25	£320.00	£0.00	£320.00	£320.00 04/08/25	July 25	Domestic Cleaning Services, Simon Kidd - Monthly Cleaning contract	£320.00
737	DD.DRAX.1 8.08.25	£242.05	£11.52	£230.53	£242.05 04/08/25	In1108807127	Drax Energy Solutions Ltd - Street Light charges 1st July to 31st July 2025	£242.05
735	DD.SYS.30. 08..25	£129.03	£21.51	£107.52	£129.03 07/08/25	INV26595	System:3 Business Solutions - Monthly Subscription for Microsoft 365 Business Basic x 16 @4.83 & Microsoft 365 Business Standard @10.30 x 3	£129.03
743	DD.LS.29.0 8.25	£54.00	£9.00	£45.00	£54.00 16/08/25	INV00302851	LightSpeed Broadband Ltd - Broadband Service List	£54.00
732	DD.BCKLW N..30.08.25	£817.28	£136.21	£681.07	£817.28 23/08/25	Aug 25	Borough Council Of King's Lynn & West Norfolk - Monthly Contract for Dog Bin emptying x 9 @ 817.28 & 1 @ 817.32 per month August 25	£817.28

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DD & SO APPROVAL LIST 22.08.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
Total		£1,670.86	£178.24	£1,492.62	£1,670.86				

Signature _____
Date _____

Signature _____

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
769	BACS.KIDD .30.09.25	£90.00	£0.00	£90.00	£90.00	25/04/25	Sept 25	Domestic Cleaning Services, Simon Kidd - For an extra six sessions of emptying the litter bins on the recreation ground and children's play area over the school six week holiday period at a cost of £15.00 each and total cost of £90.00	£90.00
750	BACS.HAW .30.09.25	£1,800.00	£300.00	£1,500.00	£1,800.00	19/08/25	51779	Hawkins Ryan Solicitors - Legal Services for completion of the Underlease for Dersingham Sports Ground Association	£1,800.00
749	BACS.EDG. 30.09.25	£984.00	£164.00	£820.00	£984.00	28/08/25	38857	Edge It Systems Ltd -	£984.00
	1	£652.80	£108.80	£544.00		CNCL	5 Year contract annual		
	2	£331.20	£55.20	£276.00		CNCL	Additional Concurrent		
757	BACS.DOM .02.09.25	£60.00	£0.00	£60.00	£60.00	02/09/25	Aug 2025	David Doman - War Memorial maintenance 4 visits at £15.00	£60.00
760	BACS.ARK. 30.09.25	£8.78	£1.46	£7.32	£8.78	02/09/25	71060	Ark ICT Solutions Ltd - Monthly Phone Bill	£8.78

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
759	BACS.PJB. 30.09.25	£825.28	£137.54	£687.74	£825.28	03/09/25	SI-1118	P J & B Jones Ltd - Grass cutting contract	£825.28
1		£62.40	£10.40	£52.00		ENV		Village centre north sou west 6th Aug @52.00 9 cuts	
2		£100.16	£16.69	£83.47		REC		Playing Field 6th Aug @ (10 of 16)	
3		£33.61	£5.60	£28.01		REC		Childrens Play area on i @28.00 (10 of 16)	
4		£79.50	£13.25	£66.25		ENV		Broadlands Close 6th A @66.25 (9 of 14)	
5		£24.94	£4.16	£20.78		ENV		Earls Close 6th Aug @2 of 14)	
6		£98.19	£16.36	£81.83		ENV		Crisp Close 6th Aug @£ of 14)	
7		£90.00	£15.00	£75.00		WARR		Pakenham Drive 6th Au @75.00 (4 of 6)	
8		£24.00	£4.00	£20.00		ENV		Mountbatten Road 6th / @20.00 (4 of 6)	
9		£59.22	£9.87	£49.35		WARR		Philip Nurse Road 6th A @49.35 (8 of 14)	
10		£102.00	£17.00	£85.00		WARR		The Warren GCA12 fire 6th Aug @85.00 (5 of £	
11		£73.26	£12.21	£61.05		WARR		The Warren Footpaths i 6th Aug @61.05 (5 of £	
12		£78.00	£13.00	£65.00		ENV		Grass Lynn / Heath Roa Aug @65.00 (5 of 6)	

Signature

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay Invoice date	Invoice no.	Details	Payment Reference Total
13		£0.00	£0.00	£0.00	ENV		Strim Dyke Manor Roac Sherbourne Road GLC2 July @122.08 (4 of 6)	
14		£0.00	£0.00	£0.00	ENV		Public right of way FP3 19th May (cut 1 of 3)	
15		£0.00	£0.00	£0.00	WARR		The Warren GCA11 23r @£240.00 (1of1)	
16		£0.00	£0.00	£0.00	ENV		Sherbourne Road, Man Footpath GCA2 on 25th @121.44 (1of1)	

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
762	BACS.BRX. 30.09.25	£1,017.60	£169.60	£848.00	£1,017.60	04/09/25	337551	Broxap Ltd - As per your email dated 11th August 2025 2 x BX74 3990 Broxap's Recycled Plastic 'Haddington' Seat at £306 each = £612.00 Dimensions: 1500mm long x 520mm deep x 790mm high (overall) x 450mm high to seat Fixing: Surface mounted with 2 x additional baseplates and bolts at £30 extra per seat = £60.00 Slat Material: Recycles Plastic and Finish: Brown 1 x Delivery charge based on carriage to 'PE' postcode area (1x double pallet, tail lift offloading) = £176 Total Cost = £848.00 Lead Time (based on current stock) = Approx. 5-6 weeks Please note that delivery is to The Warren PE31 6WJ via a walk through next to 41 Philip Nurse Road, Dersingham, please see attached map. Please also note that the vehicle access is tight. Could you also confirm the delivery date and an approximate time of delivery. Would the driver be able to telephone us when he is at	£1,017.60

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

BACS APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
								The Warren so we can meet him there?	
	1	£870.42	£145.07	£725.35	ENV		Seats and Benches		
	2	£147.18	£24.53	£122.65	ENV		Benches		
631	BACS.DSG. 22.09.25	£3,350.00	£0.00	£3,350.00	£3,350.00	22/09/25	Sept Installment	Dersingham Sports Ground Management Committee - 2nd Installment for Grant for Sports Ground Maintenance to be paid in 2 installments 28.04.25 & 22.09.25	£3,350.00
633	BACS.Church. 22.09.25	£2,750.00	£0.00	£2,750.00	£2,750.00	22/09/25	Sept Installment	St Nicholas Church - 2nd Installment of 2 Grant payments for Church Yard Grass cutting.	£2,750.00
Total		£10,885.66	£772.60	£10,113.06	£10,885.66				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

CONFIDENTIAL APPROVALS LIST 12.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
		£8,092.08	£0.00	£8,092.08	£8,092.08				
Total		£8,092.08	£0.00	£8,092.08	£8,092.08				

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DD & SO APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay Invoice date	Invoice no.	Details	Payment Reference Total
745	DD.KM.29.0 8.25	£169.74	£28.29	£141.45	£169.74 01/08/25	9479	K & M Lighting Services - Street lighting Maintenance Charge 1st August 2025 to 31st August 2025	£169.74
751	DD.BARC.3 0.09.25	£8.50	£0.00	£8.50	£8.50 19/08/25	July to Aug 25	Barclays Bank - E-Payment Plan Charges for 14th July - 12th Aug 2025	£8.50
752	DD.K&M.30 .10.25	£169.74	£28.29	£141.45	£169.74 01/09/25	9533	K & M Lighting Services - Street lighting Maintenance Charge 1st September 2025 to 30th September 2025	£169.74
753	SO.JHJ.30. 09.25	£100.00	£0.00	£100.00	£100.00 01/09/25		Jo Halpin Jones - Village Voice Honorarium	£100.00
754	SO.KID.30. 09.25	£320.00	£0.00	£320.00	£320.00 01/09/25	Sept 25	Domestic Cleaning Services, Simon Kidd - Monthly Cleaning contract	£320.00
758	DD.DRAX.3 0.09.25	£287.32	£13.68	£273.64	£287.32 02/09/25	In1108873832	Drax Energy Solutions Ltd - Street Light charges 1st August - 31st August 2025	£287.32
761	DD.PWLB.0 6.10.25	£4,974.82	£0.00	£4,974.82	£4,974.82 08/09/25	Sept 2025	Public Works Loan Board - Loan Repayment Due - Repayment date 06.10.25	£4,974.82
1		£2,564.30	£0.00	£2,564.30	CNCL	Loan Repayment - Capi		
2		£2,410.52	£0.00	£2,410.52	CNCL	Loan Repayment - Inter		

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Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DD & SO APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
763	DD.SYS.30. 09.25	£129.03	£21.51	£107.52	£129.03	11/09/25	INV26953	System:3 Business Solutions - Monthly Subscription for Microsoft 365 Business Basic x 16 @4.83 & Microsoft 365 Business Standard @10.30 x 3	£129.03
770	DD.LS.30.0 9.25	£54.00	£9.00	£45.00	£54.00	16/09/25	INV00322965	LightSpeed Broadband Ltd - Broadband Service List	£54.00
755	DD.BCKLW N.30.09.25	£817.28	£136.21	£681.07	£817.28	23/09/25		Borough Council Of King's Lynn & West Norfolk - Monthly Contract for Dog Bin emptying x 9 @ 817.28 & 1 @ 817.32 per month September 25	£817.28
Total		£7,030.43	£236.98	£6,793.45	£7,030.43				

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/25

DC APPROVAL LIST 19.09.25

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
756	DC.SLCC.0 1.09.25	£190.00	£0.00	£190.00	£190.00	01/09/25	sept 25	SLCC - Annual Subscription for Business Manager	£190.00
Total		£190.00	£0.00	£190.00	£190.00				

Signature _____
Date _____

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