

Minutes of the Dersingham Annual Parish Council meeting held on 18th May 2026 at 7.00pm in the Dersingham Village Centre

Councillors present: Coral Shepherd (Chairman), Brian Anderson, Nigel Barker, Valerie Brundle, Tony Bubb, Su Foxley, Robert Frost, John Houston, Martin Noble, Mike Shepherd, Jordan Stokes, Mark Ward, Ann Watkins, and Dennis Wright.

Also present: Karen Orgill (Business Manager - BM)
Geraldine Scanlon (Assistant Business Manager - ABM – Minute taker)

- 1 To elect the Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office.**
Cllr B Anderson nominated Cllr C Shepherd; Cllr D Wright seconded the nomination.
Councillors voted; and it was resolved that Cllr C Shepherd be duly elected as Chair
- 2 To elect the Vice-Chairman of the Council and to receive the Vice-Chairman's Declaration of Acceptance of Office**
Cllr D Wright nominated Cllr B Anderson; Cllr C Shepherd seconded the nomination.
Councillors voted; and it was resolved that Cllr B Anderson be duly elected as Vice Chair.
- 3 Apologies for absence – Cllrs Brett Thomas and Sarah Whitehead**
- 4 Declarations of interest and request dispensations by Councillors in any of the agenda items listed**
Cllrs S Foxley, C Shepherd and D Wright declared an interest in Dersingham Sports Ground Association (DSGA)
- 5 Appointment of Parish Council members to serve on the following Committees**
Councillor C Shepherd reviewed the current Committee representatives.
It was resolved to approve the following Committee representatives.
 - (a) Communications Committee**
Cllr Tony Bubb
Cllr Su Foxley
Cllr Coral Shepherd
Cllr M Shepherd
 - (b) Environment Committee**
Cllr Brian Anderson
Cllr Tony Bubb
Cllr Robert Frost
Cllr Coral Shepherd
Cllr Jordan Stokes
Cllr Mark Ward
Cllr Ann Watkins

(c) Finance and Administration Committee

Cllr Nigel Barker
Cllr Coral Shepherd
Cllr Mike Shepherd
Cllr Brett Thomas
Cllr Sarah Whitehead

(d) Planning Committee

Cllr Nigel Barker
Cllr Valerie Brundle
Cllr Su Foxley
Cllr John Houston
Cllr Martin Noble
Cllr Coral Shepherd
Cllr Brett Thomas

(e) Neighbourhood Plan Working Group

Cllr Nigel Barker
Cllr Su Foxley
Cllr Coral Shepherd
Cllr Mike Shepherd
Cllr Jordan Stokes
Cllr Brett Thomas
Cllr Mark Ward
Cllr Dennis Wright

6 Appointment of Parish Council representatives to serve on the following organisations

(a) Dersingham Social Club

Cllr Dennis Wright
Cllr C Shepherd said she would approach Cllr Brett Thomas to become a representative.

(b) Norfolk Playing Fields Association

Cllr Dennis Wright

(c) Tree Warden

Cllr Brian Anderson
Cllr Ann Watkins

(d) Heacham & District Community Transport Scheme

Cllr Robert Frost

(e) Dersingham United Charities

Cllr Tony Bubb
Cllr Dennis Wright

(f) DVCA Trustee

Cllr C Shepherd

(g) Internal Audit Controller

Cllr Mike Shepherd

7 To receive attached Chairmans reports

(a) Full Council

Chairman's Annual Report 2026

As Chairman of the Parish Council, I am pleased to present my annual report, highlighting the achievements and developments that have taken place over the past year. As a Parish Council we have remained committed to engaging with our community, ensuring that the voices of our residents are heard, and their concerns addressed.

As a reminder we provide a variety of services to the village, producing and circulating Village Voice to every household, providing dog waste bins, streetlights away from the main roads, grass cutting of land within our control, maintaining over 100 trees, 4 public noticeboards and various litter bins, seats and benches. We own and maintain the recreation ground which includes the childrens play area and skatepark, several informal open areas on the Mountbatten Estate, the War Memorial Gardens and The Warren. The meat of our work is achieved through our 5 committees - environment, finance and administration, planning, communications, and staffing. All apart from Staffing are open to the public. Our full complement of councillors is 18 but we currently have 16.

The Parish Council has over 2.4 million pounds worth of assets, the main two are firstly the village centre which, under a lease, is looked after for us by the Dersingham Village Centre Association, a registered charity. And secondly the Queen Elizabeth 2nd Jubilee Hall, rented by the Dersingham Social Club, which under new management is now a vibrant and popular facility in the village. We also lease the Sports Ground in Manor Road from the Sandringham Estate which in turn is leased by the latest village charity the Dersingham Sports Ground Association. They maintain the land for football, cricket and tennis, all of which have active clubs and this last year we have partnered with them to carry out a major refurbishment of the pavilion.

As councillors our work is varied throughout the year, from regularly scrutinising our accounts to ensure that parishioner's money is well managed to commenting on planning applications within the village and producing Village Voice. Despite rising prices, we were able to keep the precept at last year's level, due to careful financial management and we have not had to reduce the level of services.

We have three members of staff - our Business Manager, Karen Orgill who has overall responsibility to keep us on the straight and narrow, our Responsible Finance Officer Joanne MacCallum who looks after finances and our Assistant Business Manager,

Geraldine Scanlon who supports the BMs work and has a specific role for Village Voice including obtaining new advertisers and coordinating our team of volunteers who deliver the magazine to everyone in the village. I would like to give my sincere thanks to our editor, Jo Jones who after 6 years of dedication and hard work has decided to retire and also to all those who give up their time to deliver the magazine, whatever the weather.

Over the last 12 months we have quietly achieved the following – commented to the Borough Council on 29 planning applications and given small donations to the following – the Village School towards a replacement audio system, NARS, Baby Basics, East Anglian Air Ambulance and Tapping House. We also provide grants to St Nicholas Church to assist with the costs of grass cutting and the Sports Ground Association to assist with the maintenance of the pitch and running costs of the pavilion and also to the Heacham Car Scheme. We have replaced 5 steel lamp columns in Woodside Avenue and Woodside Close which were rusting and becoming unsafe, had the Village sign near the junction of Lynn Road and Heath Road refurbished and repainted, replaced an area of bumpy paving under the lime tree at the war memorial gardens with gravel and improved the drainage gullies, provided seating within the bus shelters in Chapel and Manor Roads, and at the bus stop in Hunstanton Road near the junction with Woodside Close, provided a new bus shelter with seating in Mountbatten Road outside St Cecelia's, and replaced the 2 bus shelters in Hunstanton Road near the Recreation Ground and opposite Thaxters. These shelters now have seats and the benches that were outside the old shelters have been retained. For the new seating and bus shelters we obtained a generous 80% grant from the County Council. Finally, we have replaced 2 dog waste bins.

As we move forward, we have set two ambitious goals for the coming year, firstly the production of a neighbourhood plan which will set out policies on how we want to see the village develop and to be protected as a village surrounded by beautiful countryside. Secondly with grant aid to complete the refurbishment of the sports pavilion so that the football, tennis and cricket clubs can continue to grow and to have a facility of which they are proud.

I would like to thank all of my fellow councillors for their help, support and hard work, both practical and moral over the last year. I would also like to thank our two Ward Councillors, Judy and Tony for their support and also our County Councillor, Stuart Dark, who has decided to stand down but who has kept us up to date on wider county matters, supported our work and been generous with his county grant. Most importantly I would like, on behalf of us all, to give a huge thanks to our 3 hard-working members of staff who quietly, efficiently and calmly beaver away in the background and without them we certainly would not be able to function or achieve as much as we do.

Coral Shepherd, Chairman

(b) Communications Committee

Communications Committee Annual Report 18th May 2026

The communications committee is responsible for Village Voice, the parish council website, social media and village noticeboards. Not much you may think, but these are our main ways of communicating with our parishioners, both letting them know what we are

doing and for them to let us know what they think of the work that we do. Unlike other committees we only meet every other month, but this is sufficient to cover our work.

The first most important area of our work is the production of Village Voice every other month. After 6 years our editor Jo Jones has decided to retire and I would like to thank her for all her amazing work which she approaches in a calm, professional manner, she will be missed. Geri, our Assistant Business Manager has done a sterling job of compiling the magazine, coordinating the distributors, and being responsible for financial dealings with the advertisers. She has agreed to temporarily take on the role of editor. Village Voice continues to be delivered to every residential property in the village, come rain, shine, wind or snow by a dedicated team of volunteers and I thank them for regularly delivering to both residents and businesses. I know from personal experience it can be a challenge to find letter boxes and avoid losing fingers because of fierce springs and excited pets!

Our other main and important area of work is the Parish Council website, which can be viewed the world over. It is kept up to date with our meeting agendas and minutes, news items and now progress on the Neighbourhood Plan. The contact us page remains regularly used. It has a .gov.uk address clearly sign posting that we are local government and is a valuable resource for councillors as well as for residents.

For those who are not fans of the internet we keep the village up to date with our activities through our 4 noticeboards – outside the Spar shop, the Coop, opposite the Coop and at the library.

In terms of social media, we continue to make use of the village group Facebook page if we need to publicise anything quickly. I would like to give Councillor Stokes a special mention and thanks for his work on Facebook.

Finally, my thanks go to all members of the committee and especially to the staff who have to implement our decisions.

Coral Shepherd

(c) Environment Committee

The Report for the Environment Committee 2026

Another busy year for the Environment Committee, as you can see below.

The War Memorial Gardens

The Memorial Garden always looks neat and tidy thanks to our local Parisher for all his hard work. It is a really a peaceful place to sit and remember lost ones.

The large tree situated in the War Memorial Gardens, its roots have pushed up the brick weave, a new surface has now been laid. A new litter bin has been ordered. The lettering on the War Memorial had begun to be unreadable, a contractor has been agreed, and work will be carried out in the summer.

The Warren – The Warren has had fire breaks cut around the edges near private properties. New benches have been placed in the Warren.

The Recreation Ground – The lows on the recreation ground goal mouths have been filled up with soil and re-seeded.

Skate Park – Is still being well used and enjoyed by the youngsters. The soil around the skate park and the play equipment have been topped up and re-seeded.

Dog Bins

A survey earlier in the year to check on all dog bins, condition, etc. One new bin has been replaced, more to follow in the coming year. The dog waste bins are cleaned on a regular basis. All sponsorships have been updated, and the old signs will be removed shortly so that new signs can be put on the bins.

Bus Shelters/Benches

A new bus shelter has been erected on Mountbatten Road, another two new shelters on Hunstanton Road. The bus shelters are cleaned regularly. The benches around the village have been checked out and repainting is in progress.

Streetlights – The council has replaced more of the worn-out street light columns.

Children's Play area – The area is cleaned, and safety checked, and this is done on a regular basis. This area is well used and nice to see families enjoying this facility. The gate closers on the Recreation Ground have now been completed and works well.

Trees – A tree survey has been carried out and work to be carried out when required.

Flooding – The residents of Holyrood Estate were concerned about the risks of flooding from the ditches around the sports field. Work to clear the ditch and replace the crossing was recently completed.

Grass Cutting- The Grass around the village sign is going to be cut more regularly, it has improved the look as you approach the village from the A149. Grass cutting around the village is ongoing and is looking neat and tidy.

(d) Finance and administration Committee

Finance and Administration Committee Annual Report 2026

This committee advises Council on the setting of the Precept with input from other committees. This year we were able to maintain the Precept at the same level as last year, without reducing the services we provide, by making use of accrued savings in our reserves. Allowance has to be made in our budget take account of inflationary pressures, renewal of term contracts and the need to maintain contingencies to mitigate risks from uncertainties that face us in the coming year. It is however of note that the precept this year is still less than that set in 2018. We believe this will be sufficient to maintain the services we currently provide but anticipate that the coming year will be financially challenging and will require careful monitoring and management.

The committee also oversees general administration of the council, grants, leases, licenses and policies which are not personnel related or deemed to be the responsibility of other committees. This work has been ongoing throughout the year.

The main grant recipients were Dersingham Sportsground Association, to assist with the maintenance of the sportsground, St Nicholas Church to assist with maintenance of the churchyard and Heacham & District Community Car Scheme who provide valuable services within our parish. We also supported Age Uk Norfolk, Dersingham Primary School, Brave Futures, Tapping House Hospice, NARS, East Anglian Air Ambulance and Baby Basics from our Minor Grants budget.

Work on the Sportsground and Queen Elizabeth 11 Jubilee Hall leases has been ongoing and has proved particularly frustrating due to continuing issues outside our control. The sub-lease with Dersingham Sportsground Association has now been signed and is in the process of being registered by HM Land Registry. The lease with the Social Club is expected to be signed shortly.

The committee has responsibility for the information and communications technology used by councillors and staff. In April 2023 we had implemented a council wide email system and SharePoint for document sharing and collaboration among councillors and staff. We have continued to develop and build on this platform to maximise the benefits that can be achieved from the new ways of working. We have recently invested in equipment to enable collaborative hybrid meetings to take place in an effective and engaging manner. Whilst it is not yet permitted for councillors to attend formal council meetings remotely, the ability for staff and external consultants to attend our meetings remotely is already proving a beneficial and cost-effective way of working.

Our new public website implemented last year seems to be popular with our residents who seem to appreciate the mapping and information pages that we provide. Parishioners are now contacting staff and councillors using.gov.uk email addresses, reinforcing our position as a trusted part of local government.

Cllr Mike Shepherd,
Chairman of Finance and Administration Committee
May 2026

(e) Planning Committee

Planning Committee Chairman's Report 2025/2026.

The aim for Planning Committee is to review Planning applications and pass comments to the Borough Council using our knowledge of Dersingham Village.

We have reviewed 29 Planning applications throughout the year with consistency and taking into account what is in line with the character of the village, the skyline and what is acceptable in the hues and colours already in the village to name a few aspects we consider in our decision making.

It must be said that on a few occasions we have been perplexed with the inconsistency from the Borough Council.

We are looking forward to the year ahead hoping for some movement on the two sites identified for small to medium housing development which was also mentioned in the neighbourhood survey.

The planning committee will continue to be focused on what is best for the village and using the neighbourhood plan as our guide.

Brett Thomas, Chairman.

(f) Staffing Committee

Staffing Committee Annual Report 18th May 2026.

The staffing committee oversees staff contracts, recruitment, remuneration packages and salary payments, working conditions, training, staff appraisals, TOIL, and annual leave.

Due to the nature of its work, the meetings are not open to the public and membership of the Committee comprises the Parish Council Chairman, Vice Chairman and up to 3 other councillors at the invitation of the Chairman. Like other Committees we usually meet monthly.

We have three permanent members of staff – Karen Orgill, our Business Manager, Geraldine Scanlon the Assistant Business Manager who both work in the office on Mondays, Tuesdays and Thursdays and Jo MacCallum, our Responsible Finance Officer who works from home.

I would like to take the opportunity to thank all 3 members of staff for their hard work and resilience to deal with whatever work we give them and to always go above and beyond. They are very supportive, and I would like to reassure them that we do appreciate their hard work and loyalty.

Coral Shepherd, Chairman of Staffing Committee.

(g) Neighbourhood Plan Working Group

Neighbourhood Plan Working Group Report for Annual Parish Council Meeting 18 May 2026

During the past 12 months, the Parish Council embarked on the journey of developing a Neighbourhood Plan for the village. The services of a consultant were secured, and the process is expected to take about 18 months.

A Neighbourhood Plan is a community-led vision for the future of our village. It will set out how we would like our parish to develop over the coming years, guiding decisions on new homes, local facilities, green spaces and infrastructure.

Created by local residents, the Plan will reflect what matters most to our community, shaped through consultation and other evidence.

Once approved, the Neighbourhood Plan will become part of the statutory planning framework. This means it carries real weight in shaping future planning applications, helping us protect what we value while supporting appropriate, sustainable growth.

In order to achieve this, a Working Group was formed in Sep 25 and was quickly followed by a very informative, day long, Project Workshop which was facilitated by Rachel Leggett and Andrea Long. This covered our aims & vision, policy, project planning & process and an introduction to design code.

It's vital that the plan represents the views of as many parishioners as possible, not just those of the Working Group or Full Council. To that end, there have been 2 public consultations, these were a drop-in event at DVC in Nov 25 and a household survey which ran throughout Feb 26. Each of these has yielded valuable information to be used as we develop the Plan and as evidence during the scrutiny process. The webpage is regularly updated with progress reports and residents who have registered their interest receive updates by email.

As a Working Group we average about 2 meetings a month, either in person or on Zoom. Lately, we have taken to meeting at DVC with our consultants remoting in via the meeting owl. This has proven to be highly effective and helps to reduce the cost of time and travel. Aside from work associated with public consultation, the bulk of our time so far has been spent identifying local green spaces and public views of community importance. These have to satisfy certain criteria, following which they must be documented and photographed. This is currently work in progress alongside our latest topics involving development of our design code and policy framework.

In summary, we've had a busy and productive start to the process. There's a lot of work to do but as ever, many hands make light work. We're still confident of meeting our submission target in Autumn 26 ready for referendum in May 27.

Cllr N Barker
Chairman of Neighbourhood Plan Working Group

8 Review of Policies

(a) Code of Conduct

Cllr C Shepherd said the Code of Conduct policy had been circulated via SharePoint. Cllr C Shepherd proposed to re-adopt the policy. **It was resolved to approve the proposal.**

(b) Use of Social Media

Cllr C Shepherd said the Use of Social Media policy had been circulated via SharePoint. Cllr C Shepherd advised there had been some amendments made and proposed to re-adopt the policy. **It was resolved to approve the proposal.**

(c) Events Management

Cllr C Shepherd said the Events Management policy had been circulated via SharePoint.

Cllr C Shepherd proposed to re-adopt policy. **It was resolved to approve the proposal.**

9 Open meeting to allow public participation

None present

10 To receive a verbal report from Norfolk County Councillor

Cllr C Shepherd advised that the BM had been unable to issue the agenda to Lee Jarvis, the newly elected Norfolk County Councillor, as his contact details had not been available.

11 To receive a verbal report from the Borough Councillors

Cllr Judy Collingham was not present.

Cllr T Bubb advised there were no issues relating to Dersingham. He reported that Cllr Steve Bearshaw is the newly elected Mayor for the Borough Council, and the Deputy Mayor is Cllr Vivienne Spikings.

12 Finance

Cllr C Shepherd informed Councillors that the Internal Audit has now been completed and the Parish Council received a "Green" status for 2025/2026. She thanked the RFO and Chairman of the Finance and Administration Committee for all their hard work.

(a) Current Financial Position (FBC and Reserves reports)

Cllr C Shepherd advised the accounts and reserves reports to 30th March 2026 had been placed on SharePoint and had been seen by the F&A Committee at their meeting on the 11th May 2026. There were no comments or question from Councillors regarding the reports.

Cllr M Shepherd reported the change of financial year consistency checks have been carried out with no issues found. Fifty percent of the requested precept has been received as expected and has been correctly allocated to the appropriate budget lines in the accounts. The remainder is due in September. The 2026/2027 budget shown on the April Financial Budget Comparison reports accurately reflect that agreed by Full Council in January, this includes the carry-over of unspent balances agreed when the budget was set. The bank reconciliations for 1st April 2026 to 30th April 2026 were in order and all payments were authorised and made in accordance with the financial regulations. He had been unable to confirm the consistency of financial reports at the F&A Committee meeting however the issues raised have now been resolved and the reports finalised.

(b) To approve salaries and Payment for May 2026

Cllr C Shepherd advised, as Staffing Committee had not met throughout May, the staff salaries would need to be approved by Full Council.

Cllr C Shepherd reported that there are six payment lists for this month. The DD/SO, a secondary DD, the Confidential and the Purchase Card lists are for information only and two BACs lists for approval. All the payment lists had been circulated via SharePoint prior to the meeting.

It was resolved to approve the payments.

13 Minutes

(a) Minutes of the Communication Committee meeting 23rd April 2026.

Cllr C Shepherd advised the Communications Committee has agreed to progress the Village Map project. This will take place later in the year.

(b) Minutes of the Full Council meeting 27th April 2026

It was resolved to approve the Minutes as a true and accurate record and for the Chairman to sign the minutes once the following had been added.

To add Cllr T Bubb to the list of Councillors present.

The action points were discussed and those completed removed

(c) Minutes of the Environment Committee meeting 5th May 2026.

Cllr M Ward advised the committee had reviewed a priority project list. Cllr C Shepherd explained that following the high spend of Projects Reserves money by the Environment Committee through 2025/26 a priority project list will be prepared and brought to Full Council so that priorities can be set and expenditure from the project reserves can be approved.

(d) Minutes of the Finance & Admin Committee meeting 11th May 2026

Cllr M Shepherd reiterated that the issues surrounding the consistency of the finance reports has now been resolved.

Cllr M Shepherd requested that the AGAR form is on the June Full Council agenda.

14 Planning applications:

Applications: None Received

Determinations:

26/00302/F 1 bed single storey annex to the rear garden of 26 Gelham Manor, Dersingham -Application Permitted - 20th April 2026 – Delegated Decision

15 Business Managers Report

The BM reported:

The F&A committee have agreed a new photocopier lease with Norfolk Copiers and an order is being placed.

An email had been received today from Norfolk County Council notifying the Parish Council that there is more grant funding available for bus shelters and seats. Cllr C Shepherd asked if the grant funding was still 80% of the purchase and installation costs. The BM confirmed it was. This would be taken to the Environment Committee.

16 Sports Ground Pavilion Update

Cllr C Shepherd advised that the application to FCC for funding has been submitted. However, if the grant is agreed a Contributing Third Party (CTP) payment will be applied. This is a 10.75% surcharge on the amount awarded. This money reimburses the landfill operator for tax credit shortfalls and regulatory levies required under the Landfill Communities Fund (LCF) rules. The payment is required under UK landfill tax regulations, FCC Environment can voluntarily contribute a portion of the landfill tax it collects to fund

community projects, but the Government only allows them to reclaim a portion (90%) of this as a tax credit. In addition, the fund's regulator, ENTRUST, charges a levy. To enable FCC to recover these financial losses they require a third party to contribution which is 10.75% of the total approved grant. Our third party contribution would be £6557.50p, as £61,000 has been requested.

Cllr C Shepherd proposed that Dersingham Parish Council agrees to fund the contributing third party of £6557.50 from the Pavilion Reserve, if required. **It was resolved to approve the proposal.**

17 Correspondence

Cllr C Shepherd said a thank you letter had been received from a resident for clearing the ditch and installing a culvert with handrails at the sports ground.

Tapping House have also sent a thank you letter for the donation of £290.00 made from the Parish Council minor grants budget.

18 Open the meeting to allow Public Participation -None present

19 Items for inclusion on the next agenda

AGAR

Bank Signatories

Discussion around possible Change of day for Full Council meetings from Monday to Tuesday due to Bank Holidays.

Cllr C Shepherd asked Councillors to let the BM know of any items for the next Full Council agenda.

20 Date of next meeting –

Full Council Meeting Monday 7.00pm Monday 22nd June 2026 in the Garden Room.

The meeting was placed in closed session at 7.48pm

21 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.

22 Leases Update – QE II Jubilee Hall

Cllr C Shepherd said she had contacted the Parish Council solicitor and had been advised there had been no contact from the Solicitor working on behalf of the social club.

With no further business the meeting was closed at 7.52pm

Action Points

Cllr M Shepherd

- To arrange for the agreed Barclay Bank signatories to be removed. It was agreed that this would be done after the Annual Parish Council meeting.

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

BACS APPROVAL LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
963	BACS.BAIL .30.05.26	£1,080.00	£180.00	£900.00	£1,080.00	01/04/26	80710	Price Bailey - Renewal of Audit services for the year 25- 26 @£1800 Additionally quoted for audit services for 26-27 @£2,200 and 27-28 @£2,600 if we require services for these years. Net of Vat Invoiced in 2 parts 50% each part	£1,080.00

Signature _____
Date _____

Signature _____

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

BACS APPROVAL LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
962	BACS.GLA S.30.05.26	£226.39	£37.73	£188.66	£226.39	30/04/26	S1937061	Glasdon Uk Limited - All as your quotation EQ70138905 dated 18th March 2026 One no. Fido 25 Dog Waste Bin supplied in red with a moulded plastic liner and a below ground Fixing post for concreting in At a cost of £176.16 Plus, carriage at £12.50 Total net cost at £188.66 Delivery is to Dersingham Parish Council, Dersingham Village Centre, 83 Manor Road, Dersingham, Norfolk. PE31 6LN Please ensure delivery is made on a Monday, Tuesday or Thursday as I don't work on a Wednesday or Friday.	£226.39
964	BACS.DD.3 0.05.26	£80.00	£0.00	£80.00	£80.00	03/05/26	April 26	David Doman - War Memorial Maintenance 4 visits @ £20.00	£80.00

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

BACS APPROVAL LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay Invoice date	Invoice no.	Details	Payment Reference Total
965	BACS.PJB. 30.05.26	£882.90	£147.15	£735.75	£882.90 04/05/26	SI-1211	P J & B Jones Ltd - Grass cutting for April 26	£882.90
1		£107.17	£17.86	£89.31	REC	To cut grass at Playing £89.31 (1 of 16)		
2		£35.95	£5.99	£29.96	REC	To cut childrens play area @£29.96		
3		£84.96	£14.16	£70.80	ENV	To cut grass at Broadland close @£70.80 (1 of 14)		
4		£26.68	£4.45	£22.23	ENV	To cut grass at Earls Close £22.23 (1 of 14)		
5		£105.06	£17.51	£87.55	ENV	To cut grass at Crisp Close @£87.55 (1 of 14)		
6		£66.77	£11.13	£55.64	ENV	To cut grass at village church north, south and west 1 @£55.64 1 of 14		
7		£96.30	£16.05	£80.25	WARR	to cut grass at pakenham £80.25 (1 of 6)		
8		£25.68	£4.28	£21.40	ENV	to cut grass at Mountbatten @£21.40 (1 of 6)		
9		£63.36	£10.56	£52.80	WARR	to cut grass at Phillip N Road @£52.80 (1 of 14)		
10		£109.14	£18.19	£90.95	WARR	to cut grass The Warrers fire break @£90.95 (1 of 6)		
11		£78.37	£13.06	£65.31	WARR	to cut grass The Warrers footpaths GC1 @£65.31		
12		£83.46	£13.91	£69.55	ENV	to cut grass Lynn / Heath @£69.55 (1 of 6)		

Signature

Signature

Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

BACS APPROVAL LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
966	BACS.ARK. 30.05.26	£9.49	£1.58	£7.91	£9.49	05/05/26	806426	Ark ICT Solutions Ltd - Monthly Phone Charges	£9.49
972	BACS.AST. 30.05.26	£150.91	£25.15	£125.76	£150.91	11/05/26	PRO-74446	Aston Shaw - Quarterly Payrol Charges to 05.04.26	£150.91
973	BACS.CLA N.30.05.26	£2,268.00	£0.00	£2,268.00	£2,268.00	13/05/26	51250	Clanpress - 3100 village voice issue 160 68pp	£2,268.00
Total		£4,697.69	£391.61	£4,306.08	£4,697.69				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/26

ADDITIONAL BACS APPROVAL LIST 18.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
982	BACS.NPT S.30.05.26	£62.40	£10.40	£52.00	£62.40	11/05/26	40037	Norfolk Parish Training & Support - Engaging your community training for Jordan Stokes	£62.40
Total		£62.40	£10.40	£52.00	£62.40				

Signature

Date

Signature

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

DC APPROVALS LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
967	DC.BCKLW N.30.05.26	£245.50	£15.17	£230.33	£245.50	11/05/26	PP14914768v1	Borough Council Of King's Lynn & West Norfolk - Planning Application for Dersingham Sports Council	£245.50
Total		£245.50	£15.17	£230.33	£245.50				

Signature

Date

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

CONFIDENTIAL APPROVALS LIST 18.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
		£5,095.37	£0.00	£5,095.37	£5,095.37				
Total		£5,095.37	£0.00	£5,095.37	£5,095.37				

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

DD & SO APPROVALS LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay Invoice date	Invoice no.	Details	Payment Reference Total
974	DD.BARC.3 0.05.26	£8.50	£0.00	£8.50	£8.50 16/04/26	March - April	Barclays Bank - E-Payment Plan Charges for 13 March to 12 April 2026	£8.50
958	DD.DRAX.2 8.04.26	£274.75	£45.79	£228.96	£274.75 28/04/26	1109371561	Drax Energy Solutions Ltd - Electricity 1st April to 23rd April	£274.75
935	DD.BCKLW N.30.04.26	£819.94	£136.66	£683.28	£819.94 01/05/26	May 26	Borough Council Of King's Lynn & West Norfolk - Monthly Dog Bin Charges	£819.94
957	DD.KM.01.0 5.26	£169.74	£28.29	£141.45	£169.74 01/05/26	9977	K & M Lighting Services - Street Lighting Monthly Maintenance charges 1st May to 31st May 2026	£169.74
975	DD.JJ.30.0 5.26	£100.00	£0.00	£100.00	£100.00 15/05/26	May 26	Jo Halpin Jones - Village Voice Honorarium May 26	£100.00
976	DD.KIDD.3 0.05.26	£320.00	£0.00	£320.00	£320.00 15/05/26	May 26	Domestic Cleaning Services, Simon Kidd - Monthly Cleaning Contract May 26	£320.00
977	DD.LS.30.0 5.26	£47.99	£8.00	£39.99	£47.99 15/05/26	May 26	LightSpeed Broadband Ltd - Monthly Broadband Charges	£47.99
978	DD.SYS.30. 05.26	£134.82	£22.47	£112.35	£134.82 15/05/26		System:3 Business Solutions - Monthly Microsoft Business Basic subscription x 17 @£4.83 plus Business Standard subscription x 3 @£10.08	£134.82
961	DD.UTY.30. 05.26	£7.00	£0.00	£7.00	£7.00 30/05/26	Monthly Charge	Unity Trust Bank - Bank Charges	£7.00

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Date

Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

DD & SO APPROVALS LIST 15.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
Total		£1,882.74	£241.21	£1,641.53	£1,882.74				

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Dersingham Parish Council

Expenditure transactions - payments approval list Start of year 01/04/26

ADDITIONAL DD & SO APPROVAL LIST 18.05.26

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
979	DD.DRAX.2 5.05.26	-£274.75	-£45.79	-£228.96	-£274.75	07/05/26	CN1002102914	Drax Energy Solutions Ltd - Electricity 1st April to 23rd April Credit	-£274.75
980	DD.DRAX.2 9.05.26	£275.12	£45.85	£229.27	£275.12	07/05/26	IN1109411396	Drax Energy Solutions Ltd - Electricity 1st April to 23rd April	£275.12
981	DD.DRAX.2 6.05.26	£65.78	£3.13	£62.65	£65.78	07/05/26	IN1109411397	Drax Energy Solutions Ltd - Electricity 24th April to 30 April	£65.78
Total		£66.15	£3.19	£62.96	£66.15				

Signature

Date

Signature