

DILHAM PARISH COUNCIL

Minutes of the meeting held in Dilham Village Hall on Wednesday 26th November 2025

Present: Councillors: J G Paterson (Chair), I Warner, P Duffield, N Loadman, S Rowland and P Noble, In attendance: C Drew (Parish Clerk), County Cllr L Shires and three members of public.

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE
Cllr Lake sent his apologies and this was accepted
2. TO RECEIVE DECLARATIONS OF INTEREST ON THE AGENDA AND REQUESTS FOR DISPENSATION
Cllr Paterson declared an interest in the Planning Notification item 10bii.
3. TO APPROVE THE MINUTES OF THE LAST MEETING
The minutes of the meeting dated 10th September 2025 were approved and signed as being a true record of the business of the meeting.
4. MATTERS ARISING
The Clerk said that HMRC have written a letter to Dilham PC saying that they are processing a refund of the credit that remains on the account.
5. PUBLIC PARTICIPATION, COUNTY AND DISTRICT COUNCILLOR AND POLICE REPORTS
 - a. County Councillor Lucy Shires apologized about not being able to attend every meeting and said she is sending a monthly report to disseminate useful information to all of the parishes. She said she wanted to start by giving an update on Local Government Reform and Devolution. Cllr Shires explained that there will be an election in May 2026 for the Mayor. The Mayor will be responsible for major infrastructure, transportation, young Adult Education to name a few areas. It is likely that Council Tax will increase but this figure is unknown at present. The consultation for LGR is currently open until mid January – this consultation is to determine whether Norfolk will have one unitary authority, two unitary authorities or three unitary authorities. Once a decision has been made there is likely to be an election in 2027 to determine the authority's Councillors and the final structure is meant to be in place by 2028. Cllr Shires said that instead of a County Councillor and District Councillor being assigned to each Parish Council, there will be two unitary councillors who will likely be covering a much bigger area.
Cllr Shires said Dilham has not taken up an application for a Community Fund – this is a non match funded grant for up to £500 for a community group to take advantage of.
Cllr Shires also updated on the district – the focus at the moment for North Norfolk District Council is to ensure that all Parishes preserve their assets. Cllr Shires and Dilham PC have not identified any district owned assets in Dilham that need preserving. The budget is currently being discussed and there is very likely to be a cut of funding by 5%.
Cllr Shires offered to take questions.
Cllr Paterson asked about whether there are any published savings for each model of authority. Cllr Shires said there are likely to be savings but that there will also be high initial costs due to merging of

departments and rebranding. Cllr Shires acknowledged that it is a difficult time for staff and it is important to try to retain staff and keep them motivated in the current environment.

A parishioner said that they were unaware of Local Government Reform and Devolution so they had been well educated at the meeting.

- b. A parishioner attended the meeting to discuss the issue with traffic on the bend in Dilham near the Cross Keys. In particular his hedge and property is being damaged by vehicles driving into the verge and his hedge. Cllr Paterson said that Highways have refused to come for a site meeting to explore options to make the road safer for all road users in the same way that a 20mph speed limit was refused on Chapel Road. Cllr Paterson and the parishioner asked what produces action on a highway request. Cllr Shires suggested that it was important to gauge the views of the villagers and produce a joined-up request supported by the parish. **Action Clerk will collate any information sent from villagers about their experience of using this stretch of road and will send a report to Highways, Cllr Shires and MP Steff Aquarone.**

6. CORRESPONDENCE

- a. To note email re North Walsham East Division Report **Noted**
- b. To note email re Publication of the Inspectors report North Norfolk Local Plan **Noted**
- c. To note Email from MP Steff Aquarone re Parish Report **Noted**
- d. To note Email re Affordable housing crisis – reading out to Town and Parish Councils **Noted**

7. FINANCIAL AND ADMINISTRATIVE MATTERS

- a. To Approve Budget Setting for 2026/27 – **Approved** (Appendix 1)
- b. To Approve Precept Request for 2026/27 – Cllr Warner Proposed increasing the precept to £6200, Cllr Rowland seconded and all approved. **Action Clerk to inform NNDC of this precept request.**
- c. To note half year account audit - **Noted**
- d. To review budget report – **Reviewed and approved**
- e. To review Bank Reconciliation – **Reviewed and signed**
- f. To consider donation to RBL – All agreed to retain donation of £50 to RBL
- g. To consider a grant request from St Nicholas Church, Dilham – All agreed to donate £200 for maintenance of the grounds at the church.
- h. To consider email from highways about installing temporary ‘Think’ signs on the blind corner at ‘The Street’ – this item was discussed above. The consensus at this point is to gauge public opinion to see if anymore can be done to improve the safety for all on this narrow stretch of road.
- i. To consider if any action is required to the damaged bridge on Dilham Bridge. The clerk confirmed that she had reported this online as well as the councillors. A notification had been sent today to say that highways are aware and that it is on the list to be actioned.

8. PUBLIC RIGHT OF WAY

- a. Update on highways maintenance - None

9. INVOICES TO APPROVE FOR PAYMENT.

	£
a. C Drew Clerk Salary and expenses (Nov)	238.26
b. HMRC Income Tax	53.00
c. RBL Donation (C Drew)	50.00
d. St Nicholas Church	200.00

Total £ 541.26

Invoice payments to note

e. C Drew Clerk Salary and expenses (Oct)	212.37
f. HMRC Income Tax (Oct)	53.00
g. Dilham Village Hall (hire of hall)	44.00

Total £309.37

Income to note

a. NNDC Precept	3000.00
Total	£3000.00

Resolved and noted: to note and or make all payments as listed above on online banking.

10. PLANNING MATTERS.

a. Applications for consideration: None

b. Notifications:

- i. BA/2025/0225/CLEUD | Land South Of Broad Fen Lane Dilham Norfolk NR28 9P | 1) Use of land for siting of a caravan (as defined by the Caravan Sites and Control of Development Act 1960 section 29 & The Caravan Sites Act 1968, Section 13(1)) | **CLUED Issued**
- ii. PO/25/1684 | Land To The West Of , The Street, Dilham, Norfolk, | Outline planning application for 10 new dwellings, with all matters reserved | **Refused**

c. To note responses sent under the planning protocol

- i. PF/25/1938 | Agricultural Barns, Oak Road, Dilham, Norfolk | Conversion of grain store to create five residential dwellings (Retrospective) - **Dilham Parish Council's original comment stands but the term 'holiday rentals' should be replaced with 'dwelling' or 'homes' as their concern about increased traffic is still valid.**

11. ITEMS FOR REPORTING FOR FUTURE AGENDA

12. DATE AND TIME OF THE NEXT MEETING.

Wednesday 28th January 2026 commencing at 7:30 p.m. in Dilham Village Hall

There being no further business, the meeting closed at 8:39 p.m.

Signed:

Chairman

Date:

Appendix 1

	Actual Spend 2024/25	Budget 2024/25	Spend to date 2025/26	Budget 2025/26	Est spend to year end	Budget 2026/27
PARISH EXPENDITURE						
Hall hire	88.00	100.00	44.00	100.00	100	110.00
Salary inc tax	3086.56	3100	2.00	3500	3186.24	3750.00
Insurance	214.00	300	241.00	300	241.00	300.00
Audit	100.00	100	100.00	100	100	100.00
Subs	215.01	200	230.64	250	230.64	260.00
PP&S	26.47	100	0.00	100	50.00	100.00
Mileage	9.90	20	11.70	20	11.7	20.00
ELECTION	0.00	0	0.00	0	0	0.00
Charitable donations	50.00	50	0.00	50	50	50.00
Defibrillator	109.95	100	0.00	100	100	100.00

Training	0.00	250	0.00	200	0	200.00
Maintenance						
Grounds Mtnc	0.00	250.00	0.00	250	0	250.00
Other						
Grant to PCC.	200	100.00	0.00	200	200	200.00
Grant to Village Hall & Playing Field Committee.	1500.00	1500.00	1500.00	1500	1500	1500.00
Misc			5000.00		5000	
Total Parish expenses	5599.89	6170.00	7129.34	6670	10769.58	6940.00
VAT	21.99					
Total plus VAT	5621.88	6170.00	8985	6670	5769.58	6940.00

	Actual Income 24/25	Budget 5	Income to date 25/26	Budget 25/26	Est Income to year End	Budget 26/27
PARISH INCOME						
Precept	5250	5250	6000.00	6000	6000	6200
Ground rent	0	0	5	5	5	5
Bank interest.	31.76	0		35	35	35
Take from reserve				630		700.00
Other	15750		5000.00		5000	0
Total Parish income.	21031.76	5250	11005	6670	11040	6940
VAT	108.25			0		
Total	21140.01	5250	6005.00	6670	6040	6940