

MINUTES OF THE FULL COUNCIL MEETING HELD ON
MONDAY 8th JUNE 2026 AT THE TOWN HALL.

Present: Cllrs: K Bayes, S Toone, M Willoughby, M Green, C Scrivner , M McGeary,
R Hood and S Maisey.

Members of Public: – 0

Proper Officer: D Joy
Admin Assistant: J Hodds

MINUTES

01 Apologies for Absence

Cllrs P Wilmshurst, R Wilmshurst – away

Cllr Taylor – will be late

The motion was proposed,

Members **AGREED** to accept Cllr P and R Wilmshurst's apologies for absence.

02 Declarations of Interest and requests for Dispensations

If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)

None

03 Minutes of Previous Meetings

3.1 To **AGREE and sign the minutes from the Full Council Meeting on the 11th May 2026.**

The motion was proposed,

Members **AGREED** the minutes from the Full Council Meeting on the 11th May 2026.

3.2 To **ADOPT the minutes of the Amenities Committee Meeting on the 1st June 2026.**

The motion was proposed,

Members **AGREED** the minutes from the Amenities Committee Meeting on the 1st June 2026.

04 Mayors Report

The Annual Town Meeting was a great success, and I would like to extend my sincere thanks to Doreen and Julie for all their hard work in organising the event. It was very well attended, and the Council has received a considerable amount of positive feedback from residents.

I would also like to congratulate Stalham Community Gym on the excellent organisation of the Fun Run and Fun Day. The event was highly successful and enjoyed strong support from the community.

It was disappointing that the weather led to the cancellation of the Stalham Area Business Forum Fringe Festival, particularly given the considerable amount of work that goes into planning and organising such events. The festival is now expected to be rescheduled for September.

Vandalism and antisocial behaviour continue to be matters of significant concern for both the community and businesses within Stalham.

Congratulations to the Swan Inn and its staff for hosting a brilliant and well-organised Beer Festival. It was particularly pleasing to see them supporting and involving Bake a Wish, a local business on the High Street, while also raising important funds through a raffle for three local charities: First Responders, Stalham Fire Museum, and Stalham Youth Club.

The schedule of planned litter picks has been disrupted by poor weather and the availability of volunteers. However, another litter pick is planned for tomorrow, starting at 9.30am from the Poppy Centre.

Finally, thank you to all councillors and partners who helped tidy up the car park at the top of the High Street. Further planting is planned for this coming Sunday.

05 Public Participation Time

The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to receive County and District Councillors reports and allow Councillors with prejudicial interests to speak.

To receive the Mayors Report

Note that only items on this Agenda are to be discussed – for any other item/subject please contact the Clerk in writing for submission at a future meeting.

The motion was proposed,

Members **AGREED** to adjourn the meeting to allow all members of the public present to speak.

No public present

The motion was proposed,

Members **AGREED** to resume the meeting

06 MATTERS FROM PREVIOUS MEETINGS

To report on progress on items from previous meetings. No decisions may be taken.

- 6.1 All agreed minutes filed.
- 6.2 All payments authorised.
- 6.3 Acceptance of Office filed.
- 6.4 All TOR updated and placed on the website
- 6.5 Committee members updated and placed on the website
- 6.6 Updated policies placed on the website.
- 6.7 Strategic Plan meeting pending.
- 6.8 Insurance renewed.
- 6.9 Waiting on NNDC toilet feasibility study.
- 6.10 CCTV at Town Hall – waiting date to fit
- 6.11 AGAR sent to PKF Littlejohn.
- 6.12 Internal auditors action plan pending.

07 Amenities

- 7.1 Update on Millside's weekly playground inspections and to consider and agree any actions.

The motion was proposed,

Members **AGREED** to replace the broken trail board.

- 7.2 Update on the bin at the Town Hall and to consider and agree any actions.

The motion was proposed,

Members **AGREED** to leave the bin where it is as the risk is minimal.

- 7.3 Update on quotes for the kitchen hatch and to consider and agree any actions.

The motion was proposed,

Members **AGREED** not to upgrade the kitchen hatch to make it fire retardant as the risk was minimal.

- 7.4 To consider and agree Councils recommendations on a future development on Yarmouth Road.

The motion was proposed,
Members **AGREED** to invite the person who owns the site to the meeting.

08 Finance & General Purposes Committee

- 8.1 To consider and agree May's reconciliations accounts.

The motion was proposed,
Members **AGREED** May's reconciliations accounts.

- 8.2 To consider and agree June's payments.

The motion was proposed,
Members **AGREED** June's payments.

- 8.3 To consider and agree if to donate to the Skate Park.

The motion was proposed,
Members **AGREED** to donate in principle £5,000.00 to the new skate park.

09 Training

10 Policies, Documents and Communications.

- 10.1 Update on the Community awards and to consider and agree any actions.

The motion was proposed,
Members **AGREED** the following:
To ask people to nominate by a deadline that will go to a public poll.
To advertise the poll on FB and with leaflets in the shops for people to vote
Let those who are nominated know before the poll goes public.

- 10.2 To consider and agree Councils Play Inspection Risk Assessment.

The motion was proposed,
Members **AGREED** Councils Play Inspection Risk Assessment.

- 10.3 To consider and agree Councils Lone Working Policy.

The motion was proposed,
Members **AGREED** Councils Lone Working Policy with the following adjustment:
To change the word "The Clerk" to staff.

- 10.4 To consider and agree the Council Induction Pack for new members.

The motion was proposed,
Members **AGREED** the Council Induction Pack for new members.

- 10.5 Update on Councils social media and to consider and agree any actions.

The motion was proposed,
Members **AGREED** the Council does not become involved in matters between third parties. They are committed to treating all users and occupiers of Stalham owned online platforms fairly, consistently, and equally.

- 10.6 To consider and agree Councils updated Standing Orders.

The motion was proposed,
Members **AGREED** Councils updated Standing Orders.

- 10.7 To consider and agree Councils updated Financial Regulations.

The motion was proposed,
Members **AGREED** for the Clerk to make the revisions noted and then bring back to Council.

- 10.8 Update on NALC membership and to consider and agree any actions.

The motion was proposed,
Members **AGREED** not to renew their membership to NALC, but for the Clerk to obtain a quote and list of benefits to joining the SLCC and circulate to members.

10.9 To consider and agree Councils Reserves Policy.

The motion was proposed,
Members **AGREED** Councils Reserves Policy.

11 Events

11.1 To consider and agree a request to move events to the Poppy Centre from the High Street.

The motion was proposed,
Members **AGREED** to continue supporting events held in the High Street, recognising that they attract additional visitors to the town centre, increase footfall, and contribute positively to the promotion and sustainability of local businesses.

11.2 To consider and agree for Council to hold a Job Fair in November.

The motion was proposed,
Members **AGREED** for Council to hold a Job Fair in November, Due to the importance of informing those out of work or leaving school of the options open for them.

12 To Report any other business.

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.

12.1. Delegation of Powers for:

S106 Application for the Skate Park
Town Signage Working Group and TOR.

High Street World Cup Promotion

Cllr Bayes asked for a revision of the Full Council dates on the next meeting.

Cllr Bayes informed the meeting that a tenant for the Factory Shop was still ongoing.

13 Exclusion of the Press and Public

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to employment and legal issues.

The motion was proposed,

Members **AGREED** To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to legal issues

13.1 Update on the Youth Club and lease and to consider and agree any actions.

The motion was proposed,

Members **AGREED** the following:

Due to the original lease to confirm the Youth Club belongs to the Council.

To ensure the old lease is formally terminated.

To re-imburse the Stalham and Brumstead Charity for all costs incurred for the Youth Club.

To seek legal advice on the new lease.

13 Date of Next Meeting

13.1 To confirm that the date of the next Meeting of the Town Council 13th July 2026.

MEETING CLOSED: 8:29pm

CHAIR: _____

DATE: _____