

An ordinary meeting of Full Council was held on:
Tuesday 17th February 2026 at 7.00pm
at the Sheringham Community Centre and was attended by the following:

Chair: Cllr Brisbane

Councillors: Brisbane, Ashcroft, Kime, Worboys, Heinink, Langsdon, Dorey, Farrow, Smith, Ratcliffe, Jolley, Hart

In Attendance: Sophie Creasey – Office Manager (minutes), Mel Ashcroft – Projects & Assets Officer

Clerk/Minutes: Michelle Barron

ITEM	MINUTE	ACTION
2025/26-FC/131	1. APOLOGIES	
	It was RESOLVED to accept apologies for Cllr Bailey.	
2025/26-FC/132	2. DECLARATION OF INTEREST and DISPENSATIONS	
	With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their Register of Interests as required. The Clerk has received and approved dispensation requests for all Councillors.	
	Cllr Hart declared a non-pecuniary interest in Otterndorf Green.	
	Cllr Brisbane has a travel claim in item 9a, so will stand out of the room for this item.	
2025/26-FC/133	3. APPROVAL OF MINUTES	
	It was RESOLVED to approve the minutes of the ordinary meeting of Full Council held on Tuesday 20th January 2026 as a true and accurate record.	
	Cllr Heinink abstained as he was absent.	
2025/26-FC/134	4. OPEN MEETING	
	Bernard Smith – requesting opportunity to meet to explain his scheme in detail. Clerk confirmed emails have been circulated to	

	councillors. Produced a new sketch to show how the existing shelter can be retained Piers – been supporting keeping shelter. Is an engineer and raised concerns about the structure and whether it would withstand being modified as proposed. The biggest concern is where the buses turn the corner. Paul Richmond – The impact of holding up the Travel Hub scheme has been detrimental to Sheringham. It is having real consequences on the town and businesses, and this is only going to get worse when the tourist season arrives. The impact on bus users is also huge. Time is of the essence. There was a sense of relief from Experience Sheringham members after the last meeting when it seemed like progress would be made. NCC elections now going ahead may impact the funding and any delays may mean the funding for the Travel Hub is no longer available. Sheila Thompson – lives close to the shelter. No options that have been put forward will solve the problem. The issues will persist. In support of Bernard’s plans to retain the shelter. Remove the low wall at the front of the shelter to give the space without modifying the roof. The problem is the amount of people on the pavement and wherever the shelter is that will cause an issue. Mike Clayton – Chairman of Sheringham in Bloom (SIB). Declared an interest as has been involved in the Travel Hub scheme with NCC from early on. SIB involved in Otterndorf Green for over 25 years and feel they have made a difference to the public space and that as a group they have more knowledge than a lot of people in the room. Remind everybody of the effort from STC in securing the land that belonged to NNR. Fear that NNR would take the land back. STC acquired that land for the benefit of the town. SIB originally objected to the NCC consultation due to lack of green space. NCC invited himself and Colin Seal to discuss the options. They explained the safety issues/parameters for the grant which make complete sense. SIB joined NCC to provide a modern planting system to benefit the town. Amelia - Resolution was regarding whether the NCC scheme would be supported or not and not relating to the bus shelter specifically. Speaking on behalf of those not feeling comfortable to voice support in the scheme. Many voices were not heard as they felt the scheme had already been agreed by STC and they had no reason to fight for something that had already begun. Clerk clarified regarding the pinch point created by the lamp post. NCC had planned to relocate this lamp post as part of the original plans.	
2025/26-FC/135	13. OTTERNDORF GREEN	
	It was RESOLVED to bring forward item 13. Cllr Brisbane informed that yesterday we received some correspondence that contains legally and commercially sensitive	

information that we are unable to disclose. Press and public will be invited to rejoin the meeting after this has been heard.

It was RESOLVED to move into confidential session.
Cllr Jolley voted against.

Confidential session took place

It was RESOLVED to come out of confidential session.

Cllr Brisbane highlighted the report published with the agenda.

Cllr Hart statement:

"Mandy and I formed Save Sheringham's Historic Bus Shelter, aka SOS to make sure the voices of local people are heard.

From the start, we knew compromise would be necessary.

Many of us would have loved to save the shelter in full, but we now understand the pavement width and safety constraints.

We also recognise the time and effort Sheringham Town Council have put into practical options and the continued communication back from Norfolk County Council.

Keeping half of the 1950s shelter still preserves an important piece of Sheringham's character — a blend of old and new — while allowing improvements to move forward.

It seems opposition to compromise comes from a small minority, made up of both residents and visitors.

Sanders Coaches, Norfolk County Council, and Sheringham Town Council are not to blame. They were asked to engage and listen, and that is exactly what they are now doing. They didn't have to! Our campaign has always acted in good faith, it's no rocket science to understand flexibility is needed for a solution that works for everyone.

Following the last meeting — when a clear compromise was in sight — some people publicly welcomed the outcome on social media,

Given these words of support and the fact Sheringham Town Council has done just that, it is sad that there now appears to have been a change to perspectives

It is also important to recognise that it is simply not practical for every member of the community to attend some meetings.

While all voices matter, too many voices in one room at the same time can limit productivity and make it harder to reach constructive outcomes.

For progress to be made, discussions sometimes need to take place in smaller, focused groups, while still ensuring the wider community remains informed and represented. Which we have tried to do at Save Sheringham's Historic Bus Shelter, aka SOS. Since becoming a councillor, some people have questioned my integrity.

I'd like to respectfully remind them I stood for council because they encouraged me to — to give them a voice.

That voice is now here.

It feels unfair to criticise me simply because I am not saying what some may wish to hear.



My role is to listen to the whole community and act in the town's best interests, irrespective of my own views.
Just because we don't like something, it does not make it wrong. Different perspectives exist, and fair solutions often mean making decisions not everyone agrees with.
I believe we are at a crossroads.
We can accept a fair compromise that keeps part of our heritage while allowing improvements, or we risk losing the shelter altogether.
Our aim is to restore Otterndorf Green and get bus services back to Station Approach asap — but these services cannot return without a proper solution — whilst protecting Sheringham's heritage and keeping the town safe, accessible, and thriving.
I hope we can now move forward respectfully and united, for the good of Sheringham."

Cllr Langsdon statement:

"I have supported the travel hub project from the start.
I am convinced by the argument that a widening of the pavement is necessary for pedestrian and passenger safety as numbers of bus passengers rise in the context of Sheringham as a tourist venue. This very significant increase in use means that Station Approach needs to change.
In December I argued for the demolition of the older bus shelter but stated that I would have preferred to retain the older building as part of the new project.
After we voted to pause the project, I wondered if we could move the older shelter and have it reconstructed in a different location, but it would appear that this is not economically feasible and that it is not feasible to relocate it further back in Otterndorf Green in view of infrastructure issues.
As part of extensive discussions with stakeholders, the Mayor and the Town Clerk have presented a solution to the problem that has received very wide support and is, I think, an excellent way forward.
It is, I think, important to note that almost all buildings and artefacts that the community seeks to retain for their historical value are changed or modified in some way so that they can continue to exist and so that they can have an ongoing utility. For example, if I walk past Oddfellows Hall I notice that this is an historic building that continues to exist but not in the form that used to house the first Sheringham lifeboat. If I continue along and notice the building that Emery boatbuilders used, and is now a residential dwelling, I can reflect that it was worth retaining and is an historical part of the town but you couldn't build or repair boats there now. I walk along Gun Street and view a 16th century historical artefact sticking out of the ground...should we dig it up and place it on a gun carriage and point it out to sea in case the Spaniards send another armada? Or is it okay to retain an historical building or an historical artefact in a modified form because it matters to us? I would argue that it is.

Modifying the bus shelter is a way of honouring what that building means to some people in this town. It is a way of keeping



the historical shelter. I would imagine that almost all of the 20th century buildings that the organisation C20 have campaigned for, are or will be modified internally or externally in some way. Modifying the shelter preserves this building in a way that allows a safe and well-designed travel hub to be created and the current difficult situation to be resolved as soon as possible.”

Cllr Heinink respectfully disagrees with Cllrs Hart and Langsdon. Doesn't believe that this compromise retains the character of the building. Not convinced by the safety concerns as before the NCC funding this was not an issue. I love a compromise, but this is a compromise too far.

Cllr Dorey we wouldn't be having this conversation if they hadn't put this money forward. Would potentially dispute some of what NCC is saying. Originally thought the proposed compromise seemed good but hadn't realised how much would be lost. We should have considered Bernard's scheme in more detail as it is good, but it was just batted away by NCC. Could potentially lose the integrity of the shelter, there are several issues that would need to be addressed. NCC could have finished the rest of it. You don't stop a housing estate because of a few tree preservation orders. Feel like NCC are bullying us but that might change in May as they might be out on their ear. Do we say stick for now and see whether we have a more sympathetic council to deal with. I've never had a problem with the travel hub scheme as such but always had a problem with the design of the new shelter. It is feet away from the conservation area.

Cllr Ashcroft, we seem to be listening to a very small minority. Many people in the town spoken to are ready to see the back of the thing. We are hearing that the voices have been heard, but actually those in favour in the hub were happy and had no reason to speak forward as they were in favour of the scheme we had already agreed to support. We had plans to have something iconic and to make the town look splendid. I cannot see the benefit to keeping the bus shelter at this point.

Cllr Worboys shelter should be kept. Consider if Bernard's proposal is suitable, should be explored. If it's demolished, it should be replaced, the issue with utilities isn't an issue.

Cllr Farrow I would have liked to see the shelter retained as is, but doesn't allow the widening of the pavement. Negative impacts are concerning and serious. The cost to STC would be huge, substantial loss of funds and impact ongoing finances of STC. Time is running out. Positives of an adapted shelter would allow the buses to return, the art work to continue, sedum roof will be attractive and supports council's commitment to biodiversity. Modified shelter doesn't mean all is lost, new beginnings.

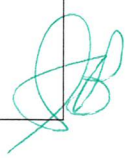
Cllr Ratcliffe, no affinity to the shelter. Antisocial behaviour and used as a toilet. NCC left as STC pulled support of the scheme. Elections in May doesn't change the highways rules around width



	of pavement. I agree we need a wider pavement, Station Approach needs to be improved. Experience Sheringham have expressed concerns from businesses and the impact. Listening to Colin Seal “knock it down and I’ll paint a new mural”. I appreciate what Cllr Hart said and whilst I don’t necessarily agree with keeping the shelter, I believe that a compromise is the right way forward. Cllr Jolley, even if I agree to change my mind regarding the shelter, we don’t necessarily fix the issues with getting this issues resolved. Work may not take place until Autumn. I ask that STC look further into the safety issues. We must put pressure on NCC to complete the works. We must address the issues that are greater than that one aspect. Cllr Brisbane - the clerk and I had conversations with NCC and other stakeholders. Everyone agreed that the situation needs to be solved asap. Given all the information, I believe that we have we have reasons now to put a good amount of pressure on NCC to get things moved forward more quickly. I think that the sedum roof option is a good idea. Cllr Ashcroft puts forward a motion. It was RESOLVED for the Clerk and Mayor to take forward the design to modify the shelter with a sedum roof to enable work to resume to complete the Otterndorf Green Travel Hub, liaising with relevant professionals as required. A recorded vote was requested by Cllr Ratcliffe. For: Cllrs Langsdon, Smith, Ratcliffe, Farrow, Hart, Ashcroft, Brisbane Against: Cllrs Worboys, Heinink Abstained: Cllrs Kime, Dorey, Jolley	
2025/26-FC/136	5. MAYORS REPORT	
	• 27.11.25 - I met with Pete Wegg of the Royal Pioneer Corps Veterans. The Corps was a British Army unit that specialised in light engineering, providing labour, and logistics, critical to maintaining operations in every theatre of World War II and beyond. They built airfields, roads, and bridges, unloaded ships and cleared debris during the Blitz. Pete explained that the group was trying to increase their profile. They meet annually for the weekend, near Sheringham and spend time in the town including gathering at the War Memorial to commemorate their service. They would be grateful if STC would help publicise their local activities and will make contact at the appropriate time to request our support. • 30.11.25 - I attended the Salvation Army Christmas Carol Service and Lights Switch-on accompanied by the Deputy Mayor.	

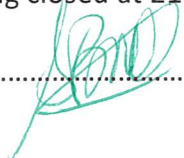
	• 04.12.25 - I attended a Christmas Civic Reception event at Lakenheath Air Base. The event provided an opportunity to meet other civic leaders from Norfolk. • 22.01.26 - I attended an induction meeting with the Clerk and the three newly co-opted councillors. • 28.01.26 - I attended the Norfolk Coastal Path update event at Oddfellows Hall. The plans for the coastal path were displayed, and staff in attendance explained the next steps and key elements of the project.	
2025/26-FC/137	6. GRANT APPLICATION	
	It was RESOLVED to approve a grant for the sum of £1,725 from the organisation Playing for Cake, subject to seeing the safeguarding information.	
2025/26-FC/138	7. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS	
	Councillors noted the written report received from District Councillors Heinink, Bailey and Withington. Cllr Withington: • Motion for Sheringham Sixth Form at NNDC tomorrow. • ETIPS – tourist information points, will be getting one for Sheringham. Working with Visit North Norfolk. Hopefully should be in place by September this year. • Cllr Brisbane asked about the toilets on Station Approach. Cllr Withington stated that nothing is confirmed but it is looking positive. • A reminder that the Benjamin Court meeting is due to take place soon. No reports received from County Councillor.	
2025/26-FC/139	8. COMMITTEE, WORKING GROUP MEETINGS, TASK AND FINISH GROUPS AND NOMINATED REPRESENTATIVES FOR OUTSIDE ORGANISATIONS	
	a) No Task and Finish Group or Working Group reports were received in advance of the meeting. From March onwards, the relevant supporting Officer will be reminding groups regarding meetings and reports. b) To receive updates from representatives of outside organisations. Cllr Ashcroft provided the following updates: Fairtrade Continued support across the community enables useful funds raised thus helping farmers in different areas of the world and supporting improved lives for many. A coffee morning is taking place at St Andres Church on Saturday 7th March to which everyone is welcome. Little Theatre The theatre continues to be a huge plus for our town and following a successful panto season, there are many new 	

	shows being produced to encourage more people to enjoy the facility. Being a charity means that every penny counts. Twinning We are looking forward to the arrival of 26 friends from Otterndorf on 3rd July and a full programme is being pulled together to show our town at its best. Muzillac twinning continues with several events organised for the year before a group from Sheringham go in September to visit the twin town. Anyone can join these associations so spread the word. Cllr Ratcliffe recently attended the Carnival Committee AGM. It was a good constructive meeting and there is a plan to liaise with STC regarding the Christmas lights.	
2025/26-FC/140	9. FINANCE AND ACCOUNTS	
	Cllr Brisbane left the room whilst item 9 was discussed. Cllr Worboys questioned S Creasey's eye test. It was clarified that this is a legal requirement for employers to provide eye tests to their employees. Cllr Jolley asked about the wayfinding funding. It was clarified that the funding application is being undertaken now as it must be retrospective and will be submitted by the 31 March deadline. Cllr Dorey asked about the BH Putting Green fees to Chaplin Farrant. The Clerk clarified that unfortunately this is due to the unforeseen legal issues STC is facing. It was RESOLVED to approve the invoices for payment. The invoices approved for payment outside of the meeting by the Clerk using delegated powers were noted. The direct debit and debit card payment listings were noted. The current bank balances and investment position were noted.	
2025/26-FC/141	10. RESOLUTION TRACKER	
	The Clerk explained the work that is being done to create the tracker and implement it as part of a wider STC intranet. The Office Manager will provide more details at a future meeting.	
2025/26-FC/142	11. POLICIES	
	a) The Clerk advised a slight amendment from the document submitted as part of the Supporting Papers: 'the Chair to pause the meeting for up to 10 minutes where required'. It was RESOLVED to approve the Standing Orders with the suggested amendment. Cllr Worboys abstained. 	

	b) Cllr Brisbane advised that the Chair of Finance & Governance is not present but has agreed he is happy with the document. It was RESOLVED to approve the Financial Regulations.	
2025/26-FC/143	12. DATA PROTECTION AND HEALTH AND SAFETY	
	The Data Protection update was provided by the Clerk. Some of the issues shown in red in the report should be resolved quickly with the new IT provider. A Health and Safety update will be provided at the March meeting. Verbal update from the clerk – STC now has vibration assessments on all equipment. There were issues highlighted with one piece of equipment which needs future consideration, but others can have mitigations put in place. Cllrs discussed some impacts surrounding the new IT provider. The clerk clarified that STC is currently still under the existing contract. A migration to the new provider will take place gradually and hopefully will be complete by the end of March. This is a significant piece of work for the office and will take time and potentially have some teething problems whilst the support is moved over. It was RESOLVED to extend the meeting to 21.30.	
2025/26-FC/144	14. COUNCILLOR VACANCY	
	It was noted that Councillor Pegnall has ceased to be a councillor after a long period of non-attendance. Electoral services have been informed, and the vacancy advertised. Cllr Ratcliffe asked that STC ensure a letter is sent to thank Cllr Pegnall for his service.	
2025/26-FC/145	15. COUNCILLOR CO-OPTION	
	The co-option of the following applicants in accordance with the STC co-option policy were considered. a) Amanda Sellick Amanda was unable to attend due to medical reasons. It was agreed to defer this application to a future meeting. b) Robert Jackson Cllrs heard Robert's statement, followed by some questions and answers. Cllrs voted confidentially and the votes were counted by the Clerk and verified by the Office Manager. It was RESOLVED to co-opt Robert Jackson as a Councillor for Sheringham Town Council. 	

2025/26-FC/146	16. COUNCILLOR CO-OPTION TO COMMITTEES	
	a) It was RESOLVED to appoint Cllr Ian Kime and Cllr Ralph Smith to the Assets Committee b) It was RESOLVED to appoint Cllr Langsdon to the Sports Provision Advisory Board.	
2025/26-FC/147	17. DATE OF NEXT MEETING	
	The date of the next Full Council meeting is currently scheduled for Tuesday 17th March 2026.	

Meeting closed at 21.23

Chair 

Date: 17/03/26 .