

# WYMONDHAM TOWN COUNCIL



SUMMONS TO ATTEND – NOTICE is hereby given that a meeting of the Annual Town Council Meeting is to be held on Tuesday 6<sup>th</sup> May 2025 at 7.00 pm in the Council Offices.

## AGENDA

Attachment:

### 1. ELECTION OF THE TOWN MAYOR (Chair)

To elect the Town Mayor and receive their declaration of acceptance of office.

### 2. ELECTION OF THE DEPUTY TOWN MAYOR

To elect the Deputy Town Mayor and receive their declaration of acceptance of office.

### 3. APOLOGIES FOR ABSENCE

To receive apologies for absence.

### 4. DECLARATION OF MEMBERS' INTEREST

To receive declarations of personal, prejudicial and pecuniary interest from members relevant to items under discussion at the meeting.

A

### 5. CONFIRMATION OF PREVIOUS MINUTES

To receive and confirm the minutes of the meeting held on 1<sup>st</sup> April 2025.

B

### 6. MATTERS ARISING

To receive updates in previous minutes (*no resolutions may be passed*).

### 7. COMMITTEES AND WORKING GROUPS

To re-adopt delegated arrangements to Committee Meetings and Working Groups\*

### 8. TERMS OF REFERENCE

To re-adopt terms of reference for Committees Meetings\*

### 9. APPOINTMENT TO COMMITTEES AND WORKING GROUPS

To appoint members and Chair/Deputy of the council's committees and Working Groups.

C

### 10. APPOINTMENT TO OUTSIDE BODIES

To appoint members to represent the council on external bodies.

D

### 11. POLICIES

To re – adopt the following policies (\* contained in issued Councillor Pack):

- Standing Orders\*
- Bio-Diversity\*
- Code of Conduct\*
- Complaints\*
- Correspondence\*
- Computer & Telephone Misuse Policy\*
- Data Protection\*
- Dignity at Work (Civility & Respect)
- Equal Opportunities\*

- Freedom of Information\*
- Financial Regulations\*
- Health & Safety\*
- Information Protection Policy\*
- Information Security Incident Policy\*
- Press & Media\*
- Removable Media Policy\*
- Risk Assessment\*
- Social Media and Electronic Communication Policy
- Treasury Management Policy\*

## **12. LAND AND ASSETS**

**E**

To review and note inventory of all Council's land and assets including buildings.

## **13. ARRANGEMENTS FOR INSURANCE COVER**

To note the Council's insurance cover arrangements in respect of all insured risks with Zurich Insurance.

## **14. PAYMENTS**

**F**

To review and confirm payment of monthly creditors for April 2024.

## **15. MEMBERSHIP / SUBSCRIPTION FOR 2025/26**

**G**

To note Council's and employee's membership of other bodies

## **16. MAYOR ENGAGEMENTS**

**H**

To note the Mayor Engagements.

## **17. PUBLIC PARTICIPATION**

Members of the public may make representations, ask or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing orders 3 (f) this item is limited to 15 minutes, unless directed by the Chair of the meeting.

## **18. ROTHBURY PROJECT**

**I**

To review and approve payments for Rothbury project.

## **19. DEFIBRILLATORS**

**J**

To review and consider proposal to include a page on WTC's new .gov.uk website that gives relevant information of the Council's maintained defibrillators located in Town.

## **20. NORFOLK COUNTY COUNCIL NEW FUNDING INITIATIVE**

**K**

To review and discuss the funding scheme.

## **21. DATE OF THE NEXT MEETING**

To note that the next scheduled meeting will be held on Tuesday 3<sup>rd</sup> June 2025 at 7pm.

*Laura Trabucco*

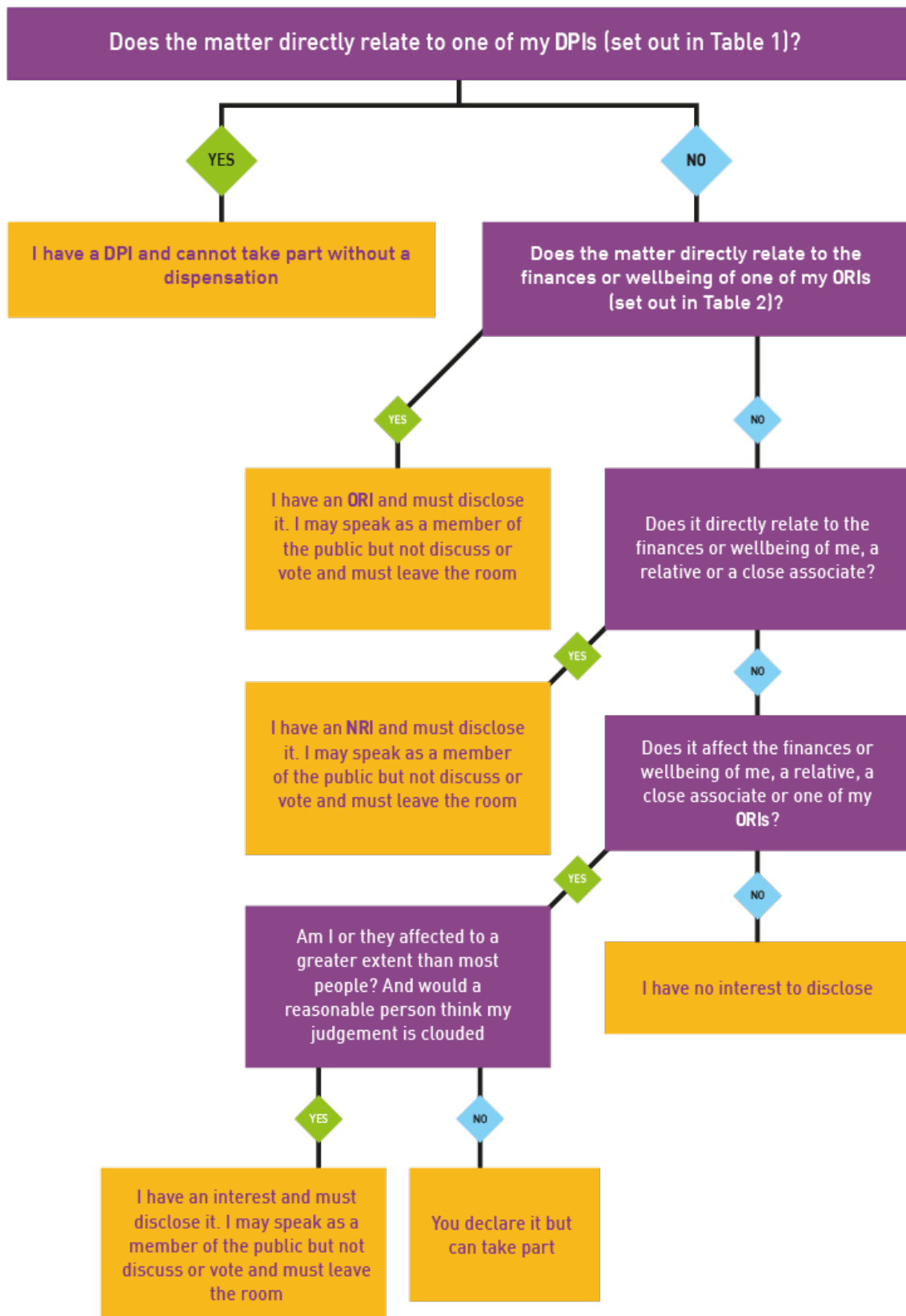
Tuesday 30<sup>th</sup> April 2025

Laura Trabucco (Town Clerk)

Council Offices, Ketts Park, Harts Farm Road, Wymondham, NR18 0TU

## Interests Flowchart

The flowchart below gives a simple guide to declaring an interest under the code.



**Table 1: Disclosable Pecuniary Interests**

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the

[Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012.](#)

<b>Subject</b>	<b>Description</b>
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain.
<b>Sponsorship</b>	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
<b>Contracts</b>	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
<b>Land and Property</b>	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer

<b>Corporate tenancies</b>	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
<b>Securities</b>	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

\* 'director' includes a member of the committee of management of an industrial and provident society.

\* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

### **Table 2: Other Registrable Interests**

You must register as an Other Registerable Interest :

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
  - (i) exercising functions of a public nature
  - (ii) directed to charitable purposes or
  - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

## WYMONDHAM TOWN COUNCIL

Minutes of a Town Council meeting held on Tuesday 1<sup>st</sup> April 2025 at 7.00pm in the Council offices, Ketts Park, Harts Farm Road, Wymondham NR18 0TU.

**Present:** Councillor (Cllr) Suzanne Nuri-Nixon (Chair), Paul Barrett, Marlene (Joy) Batley, Lowell Doheny, Rory Frosdick, Julian Fulcher, Annette James, Lucy Nixon, Alex Perry and Dave Roberts.

**Member(s) of the Public:** Four members of the public were present including members from the Wymondham Youth Council and Norfolk County Councillor Robert Savage.

059/25	<u>APOLOGIES FOR ABSENCE:</u> Apologies were <b>approved</b> for Cllr Broome and Cllr Witt – unwell, and Cllr Rosen – other commitment.
060/25	<u>DECLARATIONS OF INTEREST:</u> None.
061/25	<u>MINUTES OF MEETINGS:</u> Upon the proposition of Cllr Roberts and seconded by Cllr Barrett the minutes of the meeting held on 4 <sup>th</sup> March 2025 were unanimously <b>approved</b> as a correct record.
062/25	<u>PROGRESS UPDATES:</u> <ul style="list-style-type: none"> <li>The notes of the Council Building, Health &amp; Safety and Personnel Working Group meeting held on 12<sup>th</sup> February 2025 were <b>noted and upon the proposition of Cllr James and seconded by Cllr Nixon the recommendations therein were unanimously ratified.</b></li> <li>The notes of the Council's Allotment Working Group meeting held on 12<sup>th</sup> March 2025 were <b>noted.</b></li> <li>Youth Council: The Chair gave a general update and mentioned they met in the Council's Chamber on 21<sup>st</sup> March 2025.</li> </ul>
063/25	<u>LEISURE ENVIRONMENT ENTERPRISE &amp; TOURISM COMMITTEE:</u> The minutes of the meeting held on 18 <sup>th</sup> March 2025 were <b>noted and upon the proposition of Cllr Nixon and seconded by Cllr Roberts the recommendations therein were unanimously ratified.</b>  Cllr Barrett suggested for the LEET Committee to liaise with the Norfolk Wildlife expert on the pond restoration and Miyawaki projects at Becketswell.
064/25	<u>SUNDRY CREDITORS:</u> Upon the proposition of Cllr. Barrett and seconded by Cllr. Fulcher it was <b>resolved</b> to pay accounts for March 2025, as per the tabled list in the sum of £44,601.11 together with debit card payments totalling £164.54. In compliance with financial regulations the Clerk tabled a list of salaries paid from the account to the sum of £9,484.67.  A comment was made for the Clerk to review the Street lights yearly costs.

065/25	<p><b><u>PUBLIC PARTICIPATION:</u></b></p> <p>County Councillor Robert Savage gave a general background for agenda item 10 'Norfolk and Suffolk Devolution Consultation' and mentioned what County Council had voted back in December 2024 and felt it was important for the Town Council to discuss and come to an opinion on the unitary options and give a response via the online survey.</p> <p>He also made a comment for item 4 on the agenda 'The Bus stop' and mentioned that options have been given to replace the location of the gold standard bus shelter and an additional bus shelter for the town centre.</p>
066/25	<p><b><u>ROTHBURY PARK:</u></b></p> <p>The Chair gave a general update and informed that Greening Wymondham had prepared the flyer to promote the drop-in session on Sunday 13<sup>th</sup> April from 12pm to 4pm at Rothbury Community Hall, where residents could view the design of the improvements to the park and playground.</p> <p>It was mentioned that Joe from JDMA will be the project manager and will be able to commence the works on Rothbury Park in conjunction with the Play Equipment contractors starting their work in May/June 2025.</p>
067/25	<p><b><u>BROWICK RECREATION GROUND:</u></b></p> <p>The Clerk contacted a few companies and received a quote for the removal of the existing portable cabin and metal container and upon the proposition of Cllr Roberts and seconded by Cllr Doheny <b>it was unanimously approved for Valley Services to carry out the removal of the portable cabin and metal container at the quoted cost.</b></p>
068/25	<p><b><u>CONSULTATION:</u></b></p> <p>Norfolk and Suffolk Devolution Consultation - Ministry of Housing, Communities &amp; Local Government: <b>Noted.</b></p> <p>It was mentioned that the consultation seeks views, particularly from interested parties, including those who live and work across Norfolk and Suffolk, on the effect of establishing a Mayoral Combined County Authority. In some parts of the country there may be proposals for reorganisation of existing councils. It was mentioned that this is a separate process and is not covered by this consultation.</p> <p>The Chair and Cllr Roberts gave a general update on matters discussed and proposed at District and County level, and informed Councillors of the options of three tiers.</p> <p>After much discussion it was felt that the Town Council would favour a position towards a three tier, and a comment was made to suggest if a two tier would come to affect it was not favourable to fall under a Greater Norwich.</p> <p>The Clerk would submit the Town Council comments via the online survey.</p>
069/25	<p><b><u>REPORTS FROM COUNTY / DISTRICT COUNCILLORS</u></b></p> <p><b><u>Norfolk County Council:</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Savage <ul style="list-style-type: none"> <li>○ Norfolk is set to receive more than £56m for highways maintenance this year.</li> <li>○ County Council budget was raised by 4.99%.</li> <li>○ Phase on, on the mitigation for the Western Link, should go ahead and Wymondham should get the 30mph speed limit on Tuttlés</li> </ul> </li> </ul>

		<p>Lane.</p> <p><u>South Norfolk District Council:</u></p> <ul style="list-style-type: none"> <li>• Cllr Roberts <ul style="list-style-type: none"> <li>○ South Norfolk Help Hub is available to anyone that needs a bit of extra support from time to time and can offer practical support, advice and guidance.</li> </ul> </li> </ul>
070/25		<p><u>REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:</u></p> <ul style="list-style-type: none"> <li>• P Barrett <p>Sustainable Wymondham</p> <ul style="list-style-type: none"> <li>○ Cllr James and Cllr Fulcher had resigned as members and thanks were expressed for all their valuable contribution.</li> <li>○ The Draft Strategy has been updated and will be submitted at the next LEET Committee meeting.</li> <li>○ The group keeps working towards the Great Big Green Week – from 7<sup>th</sup> to 15<sup>th</sup> June 2025 running in conjunction of Greening Wymondham.</li> </ul> <p>Greening Wymondham</p> <ul style="list-style-type: none"> <li>○ Work continues at the community orchard at Browick.</li> <li>○ Litter pics and water testing continues.</li> <li>○ At the last Public Realm meeting Consultants have been appointed, seven areas have been selected for enhancement, and the second consultation with residents will be conducted in June 2025.</li> </ul> </li> <li>• Cllr Frosdick was invited to attend the Allotment Association AGM on 27<sup>th</sup> March 2025.</li> <li>• Cllr James <p>The Lizard Trustee</p> <ul style="list-style-type: none"> <li>○ The defibrillator will be installed on 14<sup>th</sup> April 2025.</li> <li>○ Commissioned work to be done on the rescued wood - from the tower that South Norfolk had to take down - and it will be turned into benches.</li> </ul> </li> <li>• Cllr Perry <ul style="list-style-type: none"> <li>○ Toad watch volunteers have saved 1,000 toads.</li> </ul> </li> </ul>
071/25		<p><u>EXCLUSION OF THE PRESS &amp; PUBLIC:</u></p> <p>On the proposition of Cllr. Fulcher and seconded by Cllr. Broome resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to meetings) Act 1960 to exclude Press and the Public from the meeting of Wymondham Town Council in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p>
072/25		<p><u>REVIEW PROPOSAL FOR NCC BUS STOP:</u></p> <p>An update was received from NCC on the proposal to provide a ‘gold’ standard bus stop in Wymondham Market Place and due to various space constraints on the existing bus stop outside the Co-Op this scheme was deemed unfeasible, and impact on the public realm improvement scheme in the Market Place would need to ensure both schemes are co-ordinated. NCC have identified another location on Norwich Road adjacent Tuttles Lane in which the Town Council would adopt to cover any future maintenance, and a second ‘gold’ standard bus shelter would need to be placed near the Market Place. After much discussion it was <b>agreed</b> for</p>



		the Town Council to endorse the first 'gold' standard bus shelter on Norwich Road and suggested for the current bus shelter to be moved to Norwich Common. The Town Council felt strongly about positioning the second 'gold' bus stop outside The Cross Key. The Town Clerk will inform NCC accordingly.
073/25		<p><b><u>REVIEW OF COUNCIL COMMUNICATIONS:</u></b></p> <p>An explanation of the reason why the Town Council had voted in favour to livestream Full Council and Committees meetings since the relocation to the new Council Offices at Ketts Park was mentioned, and unfortunately due to recent years of continuous negative cover from a local magazine Councillors and staff members had raised their concerns and effect to their health and wellbeing. After much discussion Cllr Doheny proposed to suspend all Council's livestream and have a break of four months subject to a review at the end of the fourth month.</p> <p>Upon the proposition of Cllr Doheny and seconded by Cllr Nixon the following vote took place:</p> <p>In favour: 7 Abstain: 0 Against: 3</p> <p><b>The proposal was agreed by majority.</b></p>

*[The meeting closed at 20.26 pm]*

Chair's Signature .....

Date .....

# WYMONDHAM TOWN COUNCIL

## REPORT TO FULL COUNCIL COMMITTEE AND WORKING GROUPS APPOINTMENTS 2025/26



Report Reference: FC-CA-25/26  
Meeting Date: 6<sup>th</sup> May 2025  
Agenda Item: 9  
Prepared by: Town Clerk

### 1.0 BACKGROUND

At the first meeting of a new civic year, the Town Council is required to review and consider Committees and Working Groups which report to Full Council.

### 2.0 COMMITTEES

Finance & Governance	Leisure Environment & Tourism	Planning
Julian Fulcher (Chair) Roly Frosdick (Deputy Chair) Paul Barrett Alex Perry Dave Roberts	Annette James (Chair) Lucy Nixon (Deputy Chair) Joy Batley Lowell Doheny Suzanne Nuri-Nixon	Roly Frosdick (Chair) Paul Barrett (Deputy Chair) Peter Broome Alex Perry <i>Stephen Witt</i>

### 3.0 WORKING GROUPS

Allotments	Browick Recreation	Personnel
Roly Frosdick (Chair) Lowell Doheny Lucy Nixon Suzanne Nuri-Nixon David Roberts	Suzanne Nuri-Nixon (Chair) Annette James (Deputy Chair) Joy Batley <i>Lucy Nixon</i> Alex Perry	Lucy Nixon (Chair) Suzanne Nuri-Nixon (Deputy Chair) Annette James Michael Rosen
Ketts Park Lease	New Cemetery	Policies Review
Paul Barrett Peter Broome Stephen Witt	Julian Fulcher (Deputy Chair) Peter Broome <i>Paul Barrett</i> Lucy Nixon <i>Stephen Witt</i>	Julian Fulcher (Chair) Paul Barrett Alex Perry Dave Roberts
Rapid Action Task	SNC Public Realm	
VACANCY VACANCY VACANCY	Paul Barrett Alex Perry Dave Roberts	

### 4.0 DECISION REQUIRED

It is recommended that Council review and approves section 2 and 3.

# WYMONDHAM TOWN COUNCIL

## REPORT TO FULL COUNCIL

### EXTERNAL BODY REPRESENTATIVES 2025/26

Report Reference: FC-EBR-25/26

Meeting Date: 6<sup>th</sup> May 2025

Agenda Item: 10

Prepared by: Town Clerk



### 1.0 BACKGROUND

The Town Council appoints representatives to a number of external partners. For many of the appointments the member will sit as a committee member (or similar) on the organisation whilst for others the appointment is to act as the council's representative at meetings.

The council allocates time at each council meeting for those appointed to external bodies to report to the council on attendance at meetings.

### 2.0 NOMINATIONS

Organisation	Representative
Central Hall Committee	Cllr Lowell Doheny
Greening Wymondham	Cllr Paul Barrett
The Lizard Charity Trustees	Cllr Julian Fulcher and Annette James
North Wymondham Community Centre	Cllr Alex Perry
Wymondham Allotments Group	Cllr Joy Batley and <i>Roly Frosdick</i>
Wymondham Access Group	Cllr Joy Batley
Wymondham Fuel Allotments Charity	Cllr Paul Barrett
Wymondham Business Group	<i>Cllr Suzanne Nuri-Nixon</i>
Wymondham Grammar School Trust	Cllr Paul Barrett
Wymondham Tennis Club	Cllr Lucy Nixon
Wymondham Town Archive	<i>Cllr Peter Broome</i>
Wymondham Town Football Club	Cllr Lowell Doheny

### 3.0 DECISION REQUIRED

It is recommended that Council approves the nominations detailed in section 2.

		Basis of Valuation	2025	2024
			£	£
<b>Land and Buildings</b>				
Applegarth Court		N	1	1
Becketswell		N	1	1
Browick Road Recreation Ground		N	1	1
Cemetery		N	1	1
Cemetery Chapels		Pr	144165	144165
Cemetery Store		Pr	37131	37131
The Fairland		N	1	1
Ketts Park	Land	P	67001	67001
	Community Centre	Pr	898709	898709
	Tennis Courts	Pr	66898	66898
	Changing Rooms	Pr	212180	212180
	Council Offices	C	2000000	2000000
Kings Head Meadow		P	1500	1500
Kings Head Meadow Additional Land		P	2500	2500
Market Place		N	1	1
Market Cross		Pr	496927	496927
Priory Gardens		N	1	1
Rothbury Road Recreation Ground		N	1	1
Tolls Meadow		P	2500	25000
Willow Close Play Area		N	1	1
Public Toilets		N	0	0
Street Lights		N	0	0
<b>Miscellaneous</b>				
Town Sign		Pr	6754	6754
Chairmans Badge of Office		Pr	5304	5304
War Memorial		N	1	1
<b>Plant and Equipment</b>				
Portacabin at Browick Road *		Pr	63654	63654
Play Equipment		C	371116	371116
Street Furniture		C	17000	17000
Seats at 31 locations		C	10579	10579
Ketts Park Floodlights		Pr	24490	24490
Arun Bus Shelters		C	22499	22499
Planters		Pr	13261	13261
Tractor and Trailer Attachment		P	20000	20000
New Holland Boomer and loader bucket		P	22922	
Grounds Maintenance Equipment		C	103225	109725
Euromec Brava Sweeper		Pr	2295	2295
Furniture and Fittings		P	27460	27460
Portable Power Washer		C	4019	4019
Computers and Printers		P	9890	9890
Water Bowser		Pr	3941	3941
Twose / Bomford Flail/New Wessex		C	12795	12795
Citroen Van		P	16270	16270
Volkswagen Van		P	5995	5995
Nissan TownstarEV L1 Acenta van		P	17705	
Notice board - TIC		P	887	
3 No. Defibrillators			2250	
Electronic Cash Register		Pr	602	602
Wessex RMX500-G2 Roller Mower		C	32570	32570
			4747004	4732240

**Basis of Valuation**

N	Nominal - Community asset with no finite life
P	Purchase price
Pr	Proxy Cost (Insurance value not subsequently adjusted for inflation for this financial year using 2014 as the base.
C	Current replacement cost
*	due to be removed and scrapped this year

WYOMDHAM TOWN COUNCIL MONTHLY CREDITORS									
No	PAID TO	DESCRIPTION	SERVICES	N/C	EXPEND	ANALYSIS	VAT	AMOUNT	PAYMENT
1	Biffa Waste Services Limited	Wheeled Bin Account	Council Refuse	4520	145.43		29.09		
			Cemetery Refuse	4420	80.37		16.07	270.96	BACS
2	Ernest Doe & Sons Ltd	Repairs to Textron Jacobs cutter	L & E Equipment Maintenance	6140	1,782.82		356.56		
		Bleach, Jumbo roll, grass seed,	L & E Maintenance	6130	140.51		10.31	2,290.20	BACS
3	Abbeygate Garage Ltd	Fuel Account	L & E Maintenance	6130		53.62	10.71	64.33	BACS
4	Anglian Water Business (National) Ltd	1.1.25-1.4.25	Est - Water	4030		145.01	0.00	145.01	BACS
5	Institute Cemetery and Crematorium Management	Annual subscription	Est - Subscriptions	4130		105.00	0.00	105.00	BACS
6	Mrs Sharron Hurn	Cleaning of Council Offices	Est - Cleaning	4050		198.75	0.00	198.75	BACS
7	Reed Commercial Services Ltd	Daily cleaning of public toilets - April	Public toilets	4300		1,277.44	255.49	1,532.93	BACS
8	EFire Extinguishers & Alarms UK	Fire and PPM Call system	Est - Miscellaneous	4090		205.21	41.04	246.25	BACS
9	Farmblits Direct Ltd	2 No. 1.2m chestnut fencing	L & E Maintenance	6130		94.50	18.90	113.40	BACS
10	Wymondham Tyre Services Ltd	1 No. inner tube	L & E Maintenance	6130		24.00	4.80	28.80	BACS
11	HMRC	PAYE/NIC	PAYE/NIC	4000		3,673.23	0.00	3,673.23	BACS
12	Norfolk Pension Fund	Pensions	Pensions	4000		3,632.90	0.00	3,632.90	BACS
13	Jewson	Fast set Postfix	L & E Maintenance	6130		13.58	2.72	16.30	BACS
14	T/a: Commercial & Ind Cleaning Supplies Ltd	Toilet Rolls	Public toilets	4300		144.00	28.80	172.80	BACS
15	ITG Bodyshop	Service/parts and MOT - VW & Citroen van	Est - Van maintenance	4155		996.32	187.54	1,183.86	BACS
16	Hays Recruitment	Temporary Ground staff	Salaries and wages	4000		5,171.36	1,034.27	6,205.63	BACS
17	Red Dune Ltd	Website log in alterations, popup form update	TIC - Tourism Development	8200		45.00	9.00	54.00	BACS
18	Wymondham Baptist Church	Photocopying for Greening Wymondham - Rothbury	Est - Miscellaneous	4090		45.00	0.00	45.00	BACS
19	Select Appointments Ltd	Temporary Ground staff	Salaries and wages	4000		1,700.79	340.15	2,040.94	BACS
20	Mr Overalls Ltd	1 pr work boots	Est - Health & Safety	4195		58.95	11.79	70.74	BACS
21	Wymondham Garden Centre	6 x wild flowers	Est - Miscellaneous	4090	17.45		3.49		
22	Rothbury Community Hall	Plants for around the War Memorial	L & E Brighton Wymondham	6160	154.63		30.93	206.50	BACS
23	Chilli Willys	Rothbury Park Exhibition	Est - Miscellaneous	4090		125.00	0.00	125.00	BACS
24	Anglian Internet	Refund of over payment - Farmers Market	Farmers Market	3110		3.00	0.00	3.00	BACS
25	Anglia Door Systems	Anti-Avast Business Cloudcare anti-virus annual renewal	Admin- Print-stationery	4310		125.00	25.00	150.00	BACS
		Call out - Door sensor not working	Est - Maintenance	4180		299.00	59.80	358.80	BACS
		<b>TOTALS</b>			<b>2,321.21</b>	<b>18,136.66</b>	<b>2,476.46</b>	<b>22,934.33</b>	
DD									
	South Norfolk Council	Non-Domestic Rates & Council Tax	South Norfolk Council			16,619.64	0.00	16,619.64	15.4.25
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		66.21	13.24	79.45	14.4.25
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		152.16	30.43	182.59	21.4.25
	Silvey Fleet	Fuel Account	L & E Maintenance	6130		28.44	5.69	34.13	28.4.25
	Sage UK Ltd	Sage 50c Accounts Essential	Admin Print/Stationery	4310		109.00	21.80	130.80	16.4.25
	Anglian Internet	Telephone and internet	Admin - telephone	4320		103.27	20.65	123.92	8.4.25
	EE	Groundsmans telephone	Admin - telephone	4320		28.00	5.60	33.60	3.4.25
	Valda Energy	Electricity	L & E Electric - Browick	6040		115.74	5.78	121.52	27.4.25
	Valda Energy	Electricity	Est - Electricity	4040		512.44	102.49	614.93	8.4.25
	BT	Lift line	Admin/telephone	4320		45.53	9.11	54.64	16.4.25
					<b>2,321.21</b>	<b>35,917.09</b>	<b>2,691.25</b>	<b>40,929.55</b>	

Chairman .....  
30th April 2025

Deputy Chairman .....



Debit card payments

APRIL 2025

DATE	PAID TO	DESCRIPTION	SERVICES	N/C	Expend	ANALYSIS	VAT	AMOUNT
7.4.25	Morrisons	Kitchen Supplies	Est - Miscellaneous	4090		26.50	0.00	26.50
11.4.25	Defib World	Defib pads	Est - Miscellaneous	4090		178.99	34.80	213.79
15.4.25	Post Office	1st class stamps	Admin-Postages	4330		85.00	0.00	85.00
17.4.25	Morrisons	Kitchen Supplies	Est - Miscellaneous	4090		18.00	0.00	18.00
22.4.25	Intuit Mailchimp	Assist for Mailchimp	TIC - Tourism Develop	8200		34.13	6.83	40.96
28.4.25	Morrisons	Batteries	Est - Miscellaneous	4090		2.50	0.00	2.50
29.4.25	Enchanted Willow	Bouquet	Est - Miscellaneous	4090		40.00	0.00	40.00
			<b>TOTAL</b>			<b>385.12</b>	<b>41.63</b>	<b>426.75</b>

..... Chair

..... Deputy Chair

30th April 2025

WYMONDHAM TOWN COUNCIL SALARIES						
No	PAID TO	DESCRIPTION	SERVICES	EXPEND	ANALYSIS	VAT
1	Barclays Payflow	Salaries - April	Admin Salaries Est Salaries TIC Salaries Cemetery Salaries	£7,057.79 £2,151.97 £234.51		
						D/D

TOTALS

£9,444.27

..... Chairman

..... Deputy Chairman

30th April 2025

**Subscriptions 2025/2026**

Norfolk Association of Local Councils	£2,218.06
Institute of Cemetery & Cremation Management	£100.00
SLCC	£420.00
Information Commissioners Office	£35.00
Norfolk Parish Training & Support	£555.00



**Mayor engagements in April**

Friday 11<sup>th</sup> April

Funeral of veteran Fred Squires at Wymondham Abbey

Saturday 12<sup>th</sup> April

Lions Club Charter dinner at Wreningham

Friday 18<sup>th</sup> April

Easter bonnet parade and judging at Robert Kett Pub

Thursday 24<sup>th</sup> April

Wymondham Bridewell Preservation Trust AGM at Museum

Friday 25<sup>th</sup> April

Founder's Day at Wymondham College





## Sales - Quote

Laura Trabucco  
Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham, Norfolk  
NR18 0UT

Quote No. SQ304116-5  
Sell-to Contact No. 580322  
Quote Date 20-02-2025  
Expiration Date 22-03-2025

Salesperson Helen Sephton-Pike  
Email helsep@kompan.com  
Phone No. 07764 365669

Project Name EN362849 Rothbury Park Play Area

No.	Description	Quantity	Unit of Measure	Unit Price	Amount
<b>Equipment</b>					
<u>KSW905-CUSTOM</u>	KOMPAN Swing Frame, Pine Frame with 2no Cradle & 3no Flat Seats 20348680	1	Pieces	4,570.00	4,570.00
					
INSTALLATION	Installation - KSW905-CUSTOM KOMPAN Swing Frame, Pine Frame with 2no Cradle & 3	1	Pieces	1,366.09	1,366.09
<u>M700078-3518P</u>	KOMPAN Playhouse, Greenline, inground	1	Pieces	2,620.00	2,620.00
					
INSTALLATION	Installation - M700078-3518P KOMPAN Playhouse, Greenline, inground	1	Pieces	583.94	583.94
<u>M95201-CUSTOM</u>	KOMPAN Custom Little Spider Swing with Shell Nest Seat in Lime Green 20346708	1	Pieces	1,510.00	1,510.00
					
INSTALLATION	Installation - M95201-CUSTOM KOMPAN Custom Little Spider Swing with Shell Nest	1	Pieces	418.10	418.10
<u>CRP250201-CUSTOM</u>	CRP250201 Custom Bamboo Trail 20346954	1	Pieces	6,890.00	6,890.00
					

No.	Description	Quantity	Unit of Measure	Unit Price	Amount
EN-EXC150 INC DISP	Excavate 150mm Including Disposal Soft Dig	76	Squ. Metre	24.79	1,884.04
EN-MOT100	Supply & Lay Type 1 Mot Stone 100mm including Geotextile membrane 76m2 for extension 3m2 to fill existing holes in wetpour	79	Squ. Metre	25.55	2,018.45
<b>Surfacing</b>					
EN-WP40BLACK 51 -150	Supply & Install Black Wet Pour 40mm	49	Squ. Metre	64.29	3,150.21
EN-WP50BLACK 51 -150	Supply & Install Black Wet Pour 50mm	66	Squ. Metre	70.00	4,620.00
EN-WP60BLACK 51 -150	Supply & Install Black Wet Pour 60mm	30	Squ. Metre	78.58	2,357.40
EN-EDGE TRENCH	Trench Edge for Wet Pour, Including Backfill	54	Metre	21.06	1,137.24
EN-SINGLEGRASSMAT PK	Supply & Install Ecosmart Grass Matting  Less than 66m2 Combined All existing grass to be fully established & well maintained to give a critical fall height.	54	Squ. Metre	38.50	2,079.14
<b>Prelims &amp; Other</b>					
EN-HERAS	Heras Fencing Unload, Erect & Dismantle	123	Metre	4.58	563.34
EN-HERASMIN	Heras Fencing Delivery & Collection Rate	1	Pieces	157.29	157.29
EN-HERASWK	Heras Fencing Hire Per Week	246	Metre	1.20	295.20
EN-SECUR1	Storage Container (6mx2.4m)-4wks Min Charge	1	Pieces	994.15	994.15
EN-HOTWASH U4WK	Hotwash Welfare Under 4 Weeks	1	Pieces	500.72	500.72
EN-TELEHANDLER	Telehandler Hire for 1 Week	1	Pieces	914.29	914.29
EN-SKIP MIXED	Skip Hire 8 Cy Mixed Waste (Including Rubber)	1	Pieces	864.29	864.29
EN-INSP RPII	Post Installation Inspection by Play Inspection Company It is good practice and a requirement of most insurers that a newly constructed play area is inspected & assessed by a qualified independent safety inspector (from Register of Play Inspectors International). We will arrange this for you and pass on the report for your file.	1	Pieces	457.15	457.15
FREIGHT	Freight	1	Pieces	2,914.63	2,914.63
<b>Subtotal</b>					<b>65,028.09</b>
Project Discount Amount					-5,037.71
<b>Total GBP Excl. VAT</b>					<b>59,990.38</b>
20% VAT					11,998.07
<b>Total GBP Incl. VAT</b>					<b>71,988.45</b>

#### Alternative Items

No.	Description	Quantity	Unit of Measure	Unit Price	Amount
EN-FENCE BWTP 1H P	Supply 1m High Playspec Bowtop Fencing Powder Coated Black or Green	64	Metre	61.42	3,930.88
EN-IFENCE 120	Install Fencing < 1.20 m	64	Metre	27.43	1,755.52
FREIGHT	Freight for 64lm Fencing	1		452.05	452.05
EN-SGL GATE 1MH P	1m High Hydraulic Self Closing Single Gate Powder Coated Yellow/Red/Black/Green	1	Pieces	970.36	970.36
EN-IGATE SINGLE	Install Single Gate	1	Pieces	216.08	216.08
FREIGHT	Freight for Single Gate	1		111.59	111.59
EN-COMBI GATE 1MH P	1m High Hydraulic Self Closing Combi Gate Powder Coated Yellow/Red/Black/Green	1	Pieces	1,271.43	1,271.43
EN-IGATE DOUBLE	Install Double Gate	1	Pieces	291.50	291.50
FREIGHT	Freight for Combi Gate	1		146.21	146.21

**Payment Terms** Net 30 days

The colour and surface texture of products and surfacing manufactured with the recycled content are influenced by the differences within the used recycled, raw materials. Therefore, minor differences in the visuality and texture not only occur, but are to be expected.

Customer responsible for offloading; however KOMPAN can provide a quotation for a Hiab delivery upon request.

KOMPAN Standard Invoicing & Payment Terms \*effective from 10/10/2022.

Please see below the standard invoicing and payment terms offered by KOMPAN. If your project has specific invoicing or payment criteria, please discuss this with us at the time you place your order.

**Public Sector Customers:**

Full value of the project will be invoiced upon project completion, payable within 30 days from invoice date.

**Private Sector Customers:**

For all new customers, a request for credit terms can be made when placing your order.

If successful, the Customer will be invoiced 50% of the KOMPAN equipment value for standard and variant products at the point of order and requires pre-payment prior to release into production. The remaining 50% of equipment value and 100% of freight is invoiced upon dispatch from the factory, payable within 30 days from invoice date.

Bespoke products created by KOMPAN Design Studio are invoiced 100% at the point of order and require pre-payment prior to release into production.

The remaining order value will be invoiced upon project completion, payable within 30 days.

If credit terms cannot be offered, then the Customer will be invoiced for 100% of the KOMPAN equipment value at the point of order, having 5 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

**House Builders/Developers:**

Invoiced for 100% of the KOMPAN equipment value at the point of order, having 30 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

Please note order value is only valid for 30 days.

**Product Catalogues**



Main Catalogue

DATE: 1<sup>st</sup> April 2025

INV NO: QU1102



Mill Grove Farm Wacton Road  
Fornsett St Peter Norfolk NR16 1JD

☎ 01603 327014

✉ sales@jdm paving.co.uk

🌐 www.jdm paving.co.uk

Find us on    JDMA Paving and Landscaping

INVOICE TO:

Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk  
NR18 0UT

QU1102

£55,080.00

50% Deposit for the following works, due to  
commence 5<sup>th</sup> May 2025

Site Set Up £5,350 +VAT.  
Resin Bound Gravel Path £46,000 +VAT.  
Grass Grid Areas £40,450 +VAT.

FULL PAYMENT IS GREATFULLY APPRECIATED  
ON RECEIPT OF THIS INVOICE

TOTAL: £45,900.00

VAT@20% £9,180.00

TOTAL: £55,080.00

PLEASE MAKE BACS/DEBIT PAYMENTS TO:

SORT CODE: 52-30-31  
ACCOUNT NO: 45609209  
ACCOUNT NAME: JDMA PAVING AND LANDSCAPING LTD  
BANK / BRANCH: NAT WEST DISS

PLEASE MAKE CHEQUES PAYABLE TO:  
JDMA PAVING AND LANDSCAPING LTD

SEND TO:

MILL GROVE FARM, WACTON ROAD, FORNCETT ST PETER, NORWICH, NORFOLK NR16 1JD



**Quotation Ref:** QU1102  
**Date:** 20<sup>th</sup> February 2025



Mill Grove Farm, Wacton Road,  
Forncett St Peter, Norfolk NR16 1JD

☎ **01603 327014**

✉ **sales@jdmapaving.co.uk**

🌐 **www.jdmapaving.co.uk**

📱 **JDMA Paving and Landscaping**

Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk  
NR18 0UT

To whom it may concern,

Further to your recent enquiry, JDMA are pleased to submit a quotation for the following works.

#### **SITE SET UP**

- Supply and set up site security fencing.
- Supply site welfare facilities.

**£5,350 +VAT**

We trust that we have interpreted your requirements correctly and that this quotation meets with your satisfaction. If this quotation meets your satisfaction, please see over leaf for our standard terms and conditions, for your information.

We look forward to hearing from you soon and if you require any further information, please do not hesitate to contact me.

Kind Regards

**Sophie Weatherley**

Office Manager, JDMA Paving and Landscaping Ltd.



**Quotation Ref:** QU1102  
**Date:** 20<sup>th</sup> February 2025



Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk  
NR18 0UT

Mill Grove Farm, Wacton Road,  
Fornsett St Peter, Norfolk NR16 1JD

☎ 01603 327014  
✉ [sales@jdmapaving.co.uk](mailto:sales@jdmapaving.co.uk)  
🌐 [www.jdmapaving.co.uk](http://www.jdmapaving.co.uk)

📱 JDMA Paving and Landscaping

To whom it may concern,

Further to your recent enquiry, JDMA are pleased to submit a quotation for the following works.

#### **RESIN BOUND GRAVEL PATH**

- Dig out area and dispose of all muck away off site.
- Install flat top path edgings bedded and backed up with P210 ready mix concrete.
- Install geotextile membrane.
- Install compacted mot type one sub base.
- Install open texture tarmac base course.
- Install UV resin bound surface layer.

**£46,000 +VAT**

We trust that we have interpreted your requirements correctly and that this quotation meets with your satisfaction. If this quotation meets your satisfaction, please see over leaf for our standard terms and conditions, for your information.

We look forward to hearing from you soon and if you require any further information, please do not hesitate to contact me.

Kind Regards

**Sophie Weatherley**  
Office Manager, JDMA Paving and Landscaping Ltd.





Quotation Ref: QU1102  
Date: 20<sup>th</sup> February 2025



Mill Grove Farm, Wacton Road,  
Fornsett St Peter, Norfolk NR16 1JD

☎ 01603 327014

✉ sales@jdmapaving.co.uk

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📱 JDMA Paving and Landscaping

Wymondham Town Council  
Ketts Park  
Harts Farm Road  
Wymondham  
Norfolk  
NR18 0UT

To whom it may concern,

Further to your recent enquiry, JDMA are pleased to submit a quotation for the following works.

#### GRASS GRID AREAS

- Dig out area and dispose of all muck away off site.
- Install flat top path edgings bedded and backed up with P210 ready mix concrete.
- Install compacted mot type one sub base.
- Install layer of top soil.
- Install grass grids.
- Install turf and press into grids.

**£40,450 +VAT**

We trust that we have interpreted your requirements correctly and that this quotation meets with your satisfaction. If this quotation meets your satisfaction, please see over leaf for our standard terms and conditions, for your information.

We look forward to hearing from you soon and if you require any further information, please do not hesitate to contact me.

Kind Regards

**Sophie Weatherley**  
Office Manager, JDMA Paving and Landscaping Ltd.



## Defibrillators – Informing The Public Via Our New Web Site

WTC supplied and maintains three defibrillators around the town; these form part of a wider network of over 20 in Wymondham. Defibs are an important, potentially life saving, community resource and our new website provides the opportunity to inform the public about them.

Many other councils have dedicated defib pages. Here are two examples:

<https://cubbingtonparishcouncil.gov.uk/parish-defibrillators/> and

<https://www.thornburytowncouncil.gov.uk/defibrillators/>

Our page could include:

- Key facts: Examples: early defibrillation within 3–5 min of collapse can increase survival rates by as high as 50-70% (Source: Resuscitation Council UK), access a defibrillator by dialling 999, the operator will direct you to the nearest available device, give you opening instructions for the cabinet and talk you through how to use it. You don't need any previous medical experience or training; they are designed to be used by anybody.
- The locations of the 3 WTC supplied defibs with photos and map links
- Where to find all defibs in Wymondham: <https://www.defibfinder.uk/>
- Despite defibs being easy to use some residents prefer to be prepared and have asked for training. Therefore include a link to the British Heart Foundation's free on-line training on CPR and how to use a defib: <https://www.bhf.org.uk/how-you-can-help/how-to-save-a-life/how-to-do-cpr/learn-cpr-in-15-minutes>

**Proposal: Wymondham Town Council's new .gov.uk website should include a page that gives relevant information on the WTC maintained (and other) defibrillators located in the town.**

**Proposer: Cllr James**

**Seconder: Cllr Nixon**

## **Guidance for Town and Parish Councils in Norfolk: Applying for BSIP Funding for Bus Shelters**

This guidance applies to all town and parish councils within Norfolk who wish to apply for Bus Service Improvement Plan (BSIP) funding to purchase new or replacement bus shelters.

If your council is interested in participating in this scheme, the information below will help guide you through the application process.

---

### **Contents**

- Choosing a Bus Shelter
- Selecting a Location
- Consents and Consultation
- Grant Funding
- Bus Shelter Manufacturers

---

### **Choosing a Bus Shelter**

Bus shelters are available in a range of materials including wood, brick, flint, glass, and metal, or polycarbonate and metal—ensuring options to suit every community. When selecting a shelter, consider the following:

- Ease of maintenance and repair.
- Accessibility for all users.
- Visibility of approaching buses.
- Installation requirements.
- Seating provision.
- Lighting provision.
- Impact on the local landscape, including nearby properties.
- Resistance to weather and vandalism.
- Notice board provision.
- Display options for bus stop flags and timetable information.
- Necessary consents and safety requirements.
- Sustainability including environmentally friendly materials and designs.

There are several local and national suppliers available, some of whom are listed later in this document. Alternatively, a local contractor may be able to offer a bespoke solution.

---

### **Selecting a Location**

Key considerations for shelter placement include:

- Must be on an existing bus route and at a designated stop.
- Sufficient space for the shelter and a boarding area for passengers.

- A level, self-draining base is required.
- Shelters should provide clear sightlines for passengers to see approaching buses.
- Must not obstruct pedestrian access or visibility.
- Shelters on private land require the landowner's permission.
- Shelters on public highways require a Street Furniture Licence.

---

## Consents and Consultation

Before proceeding, you will need:

- A site assessment by a local Highway Engineer to ensure safety and suitability (an on-site meeting with contractors may be requested).

you may need:

- Planning permission and/or conservation area consent – contact your district or borough council early in the process.
- A Street Furniture Licence for shelters located on public highways.

*Apply for a Street Furniture Licence here*

[https://online.norfolk.gov.uk/highwaylicencesandpermits/\(S\(kozhvd20ltvls545fmcz1o45\)\)/streetfurniture/Default.aspx](https://online.norfolk.gov.uk/highwaylicencesandpermits/(S(kozhvd20ltvls545fmcz1o45))/streetfurniture/Default.aspx)

We also recommend consulting:

- Your local police officer (to address concerns about anti-social behaviour).
- Residents near the proposed shelter site.
- Local bus operator(s) for insights into passenger usage and timetable display requirements.

---

## Grant Funding

As part of the BSIP scheme, Norfolk County Council is offering funding to support the installation or upgrade of bus shelters. To be eligible:

- The Parish/Town Council must contribute 20% of the total cost\*.
- The Council must agree to adopt the shelter as a community asset and take responsibility for its ongoing maintenance.
- The shelter must be fully accessible and located on a current bus route.
- The project must prioritise public safety.
- Written approval from a local Highway Engineer.
- Planning permission and/or conservation consent must be secured if needed.

***\*Contributions can also be made from NCC Local Member Funds.***

**Maximum BSIP funding available:** £8,000 per shelter

**Please note:** Norfolk County Council retains discretion over final allocations based on demand. There is no set limit on the number of shelters that can be funded but we want to see a spread across Norfolk so would distribute the funding countywide.

---


## How to Apply for Grant Funding

Applications should be submitted via email to: [bussshelters@norfolk.gov.uk](mailto:bussshelters@norfolk.gov.uk)

Your application should include the following:

1. A map showing the proposed location of the shelter.
2. Written confirmation from the Highway Engineer that the location is suitable.
3. Evidence of consultation and support from the local bus operator(s) (desirable).
4. A quotation from your chosen supplier.
5. Total project cost, including the Parish/Town Council's percentage and monetary contribution.
6. A written commitment from the Parish/Town Council to adopt the shelter as an asset and maintain it.

Deadline for applications: **30<sup>th</sup> June 2025**.

For further information about the application process, contact the **Travel Development Officer**:  [robert.pratt@norfolk.gov.uk](mailto:robert.pratt@norfolk.gov.uk)

For advice on technical aspects or location-specific queries, contact your **local Highway Engineer**.

**Successful applicants will be notified within 4 weeks of funding submission.** Funds will be disbursed upon approval and provided via a purchase order, against which councils may invoice to recoup eligible costs.

Shelter installations are expected to be completed by **31<sup>st</sup> March 2026**. NCC will require written email confirmation, and a photo of the new shelter(s) once installed. Please send both to the **Travel Development Officer** (details above).

---

### Bus Shelter Manufacturers

Below is a list of suppliers who provide bus shelters locally and nationally. This list does **not** represent endorsement, recommendation, or approval by Norfolk County Council.

We strongly advise obtaining multiple quotes before selecting a supplier.

Abacus Sutton-in-Ashfield Nottinghamshire NG17 5FT	01623 511111 <a href="http://www.abacuslighting.com/">http://www.abacuslighting.com/</a>
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Able Engineering Ltd 1 Hamlin Way Hardwick Narrows Kings Lynn Norfolk PE30 4NG	01553 691870 <a href="http://www.ableengineering.co.uk/index.php">http://www.ableengineering.co.uk/index.php</a>
Bus Shelters Ltd Unit 60Dyffryn Business Park Llantwit Major Road Llandow Vale of Glamorgan South Wales, CF71 7PY	01446 795444 <a href="http://www.shelters.co.uk/">http://www.shelters.co.uk/</a>
Garrick Outdoor Ltd Unit 4 Langley Place Burscough Industrial Estate Burscough Ormskirk L40 8JS	01772 816414 <a href="http://www.garrickoutdoor.org.uk/">http://www.garrickoutdoor.org.uk/</a>
Glasdon Manufacturing Ltd Industrial Estate Poulton-le-Fylde Lancashire FY6 8JW	01253 891131 <a href="http://www.glasdon.com/home.aspx?cid=2">http://www.glasdon.com/home.aspx?cid=2</a>
Littlethorpe Ltd Pingle Farm ` Seine Lane Enderby Leicester LE19 4PD	0116 260 3777 <a href="http://www.bus-shelters.co.uk/">http://www.bus-shelters.co.uk/</a>
Macemain + Amstad Boyle Road Willowbrook Industrial Estate Corby Northants NN17 5XU	01536 401331 <a href="http://www.macemainamstad.com/">http://www.macemainamstad.com/</a>

Polydon Polydon Park Radiance Road Doncaster South Yorkshire DN1 2TE	01302 327172 <a href="http://www.polydon.co.uk/index.htm">http://www.polydon.co.uk/index.htm</a>
Queensbury Fitzherbert Road Farlington Portsmouth Hampshire PO6 1SE	023 9221 0052 <a href="http://www.queensbury.org/">http://www.queensbury.org/</a>
SMF Parnall Road Fishponds Bristol BS16 3JD	0117 965 3438 <a href="http://www.smfdisplays.com/">http://www.smfdisplays.com/</a>
Westcotec Ltd. 34 Bertie Ward Way Rash's Green Industrial Estate Dereham, Norfolk. NR19 1TE	T: 01362 853124 M: 07796 807059 F: 01362 851809`  W: <a href="http://www.westcotec.co.uk">www.westcotec.co.uk</a>
Trueform Pasadena Trading Estate Pasadina Close Hayes Middlesex UV3 3NQ	020 8561 4959  <a href="http://trueform.co.uk/">http://trueform.co.uk/</a>
Bauer Media Outdoor UK Ltd (formerly Clear Channel) 33 Golden Square London W1	T: 02074 782 256  <a href="https://www.clearchannel.co.uk/contact">https://www.clearchannel.co.uk/contact</a>