

## West Dereham Parish Council

Parish Clerk: Peter King, [Kingscroft, Basil Road, West Dereham, PE33 9RP]  
Telephone: [01366 502110] E-mail: [clerk@westderehamparishcouncil.uk](mailto:clerk@westderehamparishcouncil.uk)  
Councillors: Pam Bullas, Claire Cann (Chair), Tom Foy, Lorraine Hunt (Vice-Chair),  
Paula Kellingray, Pam Walker, Claire Williams

I hereby give notice of an ordinary meeting of West Dereham Parish Council to be held at

### West Dereham Village Hall

on **Thursday 2 November 2017 at 7.30 p.m.**

*Open Surgery with tea/coffee and biscuits from 7.00 – 7.30 p.m. – all welcome*

All members of the Parish Council are summoned to attend.

Dated 29 October 2017

From Parish Clerk to the Council

### AGENDA

1. Apologies for absence: to receive and consider apologies for absence
2. Declaration of Interest on agenda items
3. Notice regarding use of social media, audio recording of Parish Council meeting and invitation for public contributions
4. Minutes: To approve and sign the minutes of the meeting held 5 October 2017
5. Matters Arising from the Minutes
6. To consider reports:
  - 6.1 Chairman's report
  - 6.2 Clerk's report
  - 6.3 Handyman's report
  - 6.4 Police report
  - 6.5 Village Hall report
  - 6.6 Broadband report
  - 6.7 Glazewing report
  - 6.8 British Sugar report
7. To consider finance:
  - 7.1 Accounts for October: to consider accounts as of 31 October 2017 (month 7) and to approve requests for payment in September
  - 7.2 Precept 2018/19 – Update
8. Green Burial - Update
9. To consider Parish Council Internal Affairs and Policies
  - 9.1 Business Continuity Plan Part 1 and 2
  - 9.2 Training Policy
  - 9.3 Clerk/RFO's Job Description and Person Specification
10. Planning Decisions
  - 11.1 5 Ryston Road – Application Number 17/01909/F – Application
11. Correspondence (if received)
12. To receive further reports/items of business for the next agenda

13. Date of Next Meeting – Thursday 7th December 2017 at 7.00pm
14. Open Forum