

West Dereham Parish Council

Locum Clerk: Helen Richardson, [11 Crown Gardens, Wereham, Norfolk, PE33 9BG]
Telephone: [0779 500 6811] E-mail: clerk@westderehamparishcouncil.uk
Councillors: Pam Bullas, Claire Cann (Chair), Tom Foy, Lorraine Hunt, 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 6 April 2017 at 7.30 p.m.**

Special Item from 7.00 - 7.15 pm

***Jon Miles, Director of Glazewing Attending to provide
an Update Report to the Parish Council – all welcome***

(Open Surgery with tea/coffee and biscuits from 7.15 – 7.30 p.m. – all welcome)

All members of the Parish Council are summoned to attend.
Dated 30 March 2017 From Locum 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 2 March 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
7. To consider finance:
 - 7.1 Accounts for February: to consider accounts as of 28 February 2017 (month 11) and approve requests for payment in March
 - 7.2 Approval of Internal Auditor Appointment
 - 7.3 Clerk Vacancy Update
 - 7.4 Printing Costs
8. To comment on planning applications currently received -(None received when published)

9. To discuss matter affecting Parish Assets:

- 9.1 Goalpost Quotations
- 9.2 Community Defibrillator
- 9.3 Millennium Tree Sign
- 9.4 Approval of Farm Tenancy Advert for June Publication

10. Application for the Erection of a Headstone

- 10.1 Smart
- 10.2 Kellingray

11. To consider Parish Council Internal Affairs and policies

- 11.1 Cemetery Fees and Regulations
- 11.2 Action Plan
- 11.3 Allotment Tenancy Agreement
 - Allotment Liaison Officer
 - Thefts
- 11.4 Assets Register 2016-17
- 11.5 Assets Review
- 11.6 Handling Complaints Policy

12. To receive and agree action on any correspondence

- 12.1 BCKLWN – Local Plan Update

13. To receive further reports/items of business for the next agenda

14. Date of Next Meetings

Annual Meeting of the Parish will be on Wednesday 12 April 2017 at 7.00 pm

Annual Meeting of the Parish Council will be on **Wednesday** 3 May 2017 at 7.00 pm
(Annual Meeting of the Parish Council)

15. Open Forum