**West Dereham Parish Council**

Locum Clerk: Helen Richardson, [11 Crown Gardens, Wereham, Norfolk, PE33 9BG]

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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 2 March 2017 at 7.30 p.m.**

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

All members of the Parish Council are summoned to attend.

Dated this 26 day of February 2017 From 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 February 2017
5. To consider reports:
   1. Chairman’s report
   2. Clerk’s report
   3. Handyman’s report
   4. Police report
   5. Village Hall report
   6. Broadband report
   7. Glazewing report
6. To consider finance:

6.1 Accounts for February: to consider accounts as of 28 February 2017 (month 11) and approve requests for payment in March

6.2 Consideration of placing Clerk position ad in SLCC

1. To comment on planning applications currently received  
   17/00225/LDP - Application for a Lawful Development Certificate for a change of use of an area of barn into a staff room/rest room for employees to have their breaks and the proposed installation of a toilet and kitchenette area at 1 Grange Farm Lynn Road Crimplesham Norfolk PE33 9ED
2. To discuss the Public Notice of Goods Vehicle Operators Licence (United Agri Products Ltd trading as Agrii of Station Road Andeoversford, Cheltenham, GL54 4LZ) applying to change an existing licence as follows: to add an operating centre to keep 5 goods vehciles and 0 trailers and a second (Masstock Arable (UK) LTD trading as Agrii of Larkwhistle Farm Works, Larkwhistle Farm Road, Hants, SO 21 3BG to add an operating centre to keep 3 goods vehicles and 3 trailers both at Hill House Farm, Bath Road, West Dereham, PE33 9TP. Written representations can be made to the Traffic Commissioner, Leeds.
3. To discuss matter affecting Parish Assets:

* Defibrillator
* Goal Posts

1. To consider Parish Council Internal Affairs and policies

10.1 Equal Opportunities

10.2 Media Relations

10.3 Cemetery Fees and Regulations

10.4 Disciplinary and Grievance

10.5 Co-option

10.6 Lighting within the parish

10.7 Members’ Code of Conduct

1. To receive and agree action on any correspondence

To receive further reports/items of business for the next agenda – the next Parish Council meeting will be on Thursday 6 April 2017 at 7.00 pm.