

West Dereham Parish Council

Parish Clerk: Peter King, [Kingscroft, Basil Road, West Dereham, PE33 9RP]
Telephone: [01366 502110] E-mail: 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 the Annual Meeting of West Dereham Parish Council to be held at
West Dereham Village Hall on Thursday 3rd May 2018 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 26 April 2018 From Parish Clerk to the Council

AGENDA

1. Election of Chairman and declaration of acceptance of office
2. Election of Vice Chairman and declaration of acceptance of office
3. Nominations of Councillors with special responsibility for Finance; Footpaths; Police; Village Hall and Youth
4. Apologies for absence: to receive and consider apologies for absence
5. Declaration of Interest on agenda items
6. Notice regarding use of social media, audio recording of Parish Council meeting and invitation for public contributions
7. Minutes: To approve and sign the minutes of the meeting held 5 April 2018
8. Matters Arising from the Minutes
9. To consider reports:
 - 9.1 Chairman's report
 - 9.2 Clerk's report
 - 9.3 Handyman's report
 - 9.4 Police report
 - 9.5 Village Hall report
 - 9.6 Glazewing report
10. To consider finance:
 - 10.1 Accounts for April 2018: to consider accounts as of 30 April 2018 (month 1) and to approve requests for payment in April.
 - 10.2 To review the Handyman pay
 - 10.3 To consider the Parish Council Insurance for 2018/19
11. To consider Parish Council Internal Affairs and Policies
 - 11.1 Statement of Internal Control for 2018/19
 - 11.2 Allotment Tenancy Agreement
 - 11.3 Assets Review
 - 11.4 Assets Register
 - 11.5 Cemetery Regulations and Fees
 - 11.6 Review Councillors' Register of Interests Forms
 - 11.7 Sickness Absence Policy

12. To comment on planning applications currently received
 - 12.1 18/00712/O Messrs S & A Carman Application for construction of six dwellings
Station Farm, Station Road
13. General Data Protection Regulation - Update
14. Correspondence (if received)
15. To receive further reports/items of business for the next agenda
16. Date of Next Meeting – Thursday 7th June 2018 at 7.00pm
17. Open Forum