

# WEST DEREHAM

## ANNUAL PARISH MEETING REPORT 2017-18

### West Dereham Parish Councillors

NAME	ADDRESS	CONTACT
Mrs Pam Bullas (Policies and Neighbourhood Planning)	The Hollies, Station Road, West Dereham, PE33 9RR	501287
Mrs Claire Cann (Chair)	The Old Rectory, St Andrew's Walk, West Dereham, PE33 9RT	501540
Mr Tom Foy (Youth)	10 Church Road, West Dereham, PE33 9RF	501222
Mrs Lorraine Hunt (Vice-Chair)	Open View, The Row, West Dereham, PE33 9RH	07917-865025
Ms Paula Kellingray (Village Hall, Police and Finance)	9 Church Road, West Dereham, PE33 9RF	500256
Mrs Pam Walker (Youth)	Fiddlers Roof, The Row, West Dereham, PE33 9RH	501426
Ms Claire Williams (Footpaths)	6 Hilgay Road, West Dereham, PE33 9RW	500793

The clerk to the Parish Council is:

Mr Peter King Email: [clerk@westderehamparishcouncil.uk](mailto:clerk@westderehamparishcouncil.uk)

[www.west-dereham-parish-council.norfolkparishes.gov.uk](http://www.west-dereham-parish-council.norfolkparishes.gov.uk)

**Record of West Dereham Annual Parish Meeting  
held in West Dereham Village Hall on Wednesday 25 April 2018 at 7.30pm**

In the chair: Mrs Claire Cann - Chairman of West Dereham Parish Council.

7 parishioners were in attendance

1. The Chairman of the Parish Council welcomed everyone to the Annual Parish Meeting.
2. Copies of the record of the 2017 Annual Parish Meeting had been delivered to all households in West Dereham and a copy was also available to view on the projector at the meeting. It was agreed that the report was a true account of the meeting held on 12 April 2017.
3. **Parish Council Report (given by Claire Cann)**

**General**

The Parish Council has held 11 public meetings since April 2017.

Dates and agendas of all meetings are posted in both village notice boards, on the Parish Council website and meeting notices are delivered to every household via the free monthly village magazine.

Over the course of those 11 Parish Council meetings 64 members of the public have attended.

Our County Councillor, Brian Long, and our Borough Councillor, Sandra Squire, have each attended on 3 occasions.

The Parish Council has maintained its full quota of 7 Councillors.

**Personnel**

Our Clerk, Peter King, who lives in the village is just about to complete his first year with us. New to clerking, he has had a baptism of fire with a very heavy workload.

The efforts of Roy Poole, our Handyman, can be seen all round the village with a significant amount of work having been put in at the cemetery this year.

The Councillors would like to record their sincere thanks to both of these gentlemen.

**Precept**

In December 2017, after several months of discussion and widely advertised requests for contributions from the public, the Precept was set at £16,955.84 (£16, 532.92 last year) which represented a 2.8% increase in line with the Government's rate of inflation figures.

**Consultation**

Apart from the monthly Parish Council meeting the Parish Council uses the Parish Council page in the monthly village magazine to consult villagers. This is delivered to every household in the village.

During this reporting period villagers have been asked to contribute on Broadband connectivity four times; vacant allotment plots three times; the Precept twice; smells, flies, Glazewing bank holiday tipping, motorcycle anti social behaviour and the Parish Partnership Scheme all once. Information has been given on the War Memorial listed status, the Farm Business Tenancy, the Parish Council Accounts Audit, British Sugar briefing, the Annual Parish Meeting and various activity as alerted by the police covering suspicious vehicles, break-ins, dog-napping, scam phone calls, cold callers and heating oil thefts.

**Policies and Procedures**

The Parish Council has over 30 policies and procedures which are all on the Parish Council website and which are all reviewed annually and publically. New documents have included a Locum Clerk contract and a Procurement Policy.

## **Allotments**

Councillors held Allotment Inspections on 1 July and 7 October 2017 and 6 January and 7 April 2018. A separate Allotment Report will be given by the new Allotment Liaison Officer, Mark Mahoney.

## **Village Assets**

Councillors carried out the Annual Assets Inspection on 14 April 2018. Those assets in good condition/repair included the west allotment gates, the Parish Council allotment hedge, the Bert Starling seat, the bus shelter, its notice board and waste bin, all four dog waste bins, both post boxes, the new goalpost, all speed monitor posts, all four village gateways and the north and south village notice boards. General maintenance work, washing down, wood oiling and retouching paintwork will be planned out for the coming year. Those assets needing attention are the Farm Business Tenancy fence, the Brookes Lane footpath sign, the Joyce Smith seat, two of the Passing Place signs on Church Road, one of the Church Road planters and both village signs.

## **Farm Business Tenancy**

The farmland owned by the Parish Council on behalf of the village, beside the allotments, is let on a three year tenancy. In October last year the tenancy was up for renewal. Four sealed bids were opened at the September Parish Council meeting and the highest bid was chosen.

## **Grounds Maintenance Contract**

Holly Landscapes have the Parish Council contract for grounds maintenance in the village and the Parish Council has signed a new 3 year contract with them. The Parish Council is very pleased with the standard of work carried out by the company.

## **Natural Burial in Cemetery**

During the course of the year Councillors agreed to establish a small part of the cemetery as a Natural Burial Area. Twenty trees have been planted – 10 silver birch and 10 flowering cherry – and the grass will be cut only in November to allow the spring bulbs to be visible at the start of the year. The area is reserved for those with a connection to West Dereham.

## **War Memorial**

In July last year the Parish Council heard that the Secretary of State for the Department of Culture, Media and Sport had awarded West Dereham's War Memorial in St Andrew's Churchyard Grade 2 listing. The War Memorial is under the responsibility of the Parish Council which insures and maintains it and retains it on the list of village assets.

## **Beacon**

The Parish Council has agreed to site a modest beacon in the cemetery. This is being made by Bonnets and funded by West Dereham's British Legion. Although its inauguration will be on 11 November this year as part of a nationwide simultaneous lighting of beacons to commemorate 100 years since the end of WW 1, West Dereham's beacon will be used for any village celebration or commemoration. The siting, design and safety of the beacon has been cleared by the Borough Council Planners and the Norfolk Fire and Rescue Service.

## **Goalpost**

A galvanised goalpost and basketball net constructed by Bonnets and financed jointly by the Parish Council and the Village Trust has been erected on the recreation ground at St Andrews Close.

## **SAM 2 Speed Monitor**

The speed monitor has been regularly rotated between the 5 sites in Station Road, Hilgay Road, Church Road, The Row and Lime Kiln Road. The Clerk has been downloading the data and there are various ways in which it may be

analysed. It is likely that the most useful initially will include average daily am/pm peak vehicle counts, average speeds, and speeding by numbers over the limit and percentage over the limit.

### **Hill House Farm**

Applications to the Traffic Commissioner from tenants Mastock Arable and United Agrii Products to park a number of large lorries and trailers - and travel to and from – Hill House Farm on Bath Road were subsequently withdrawn but not before a number of local residents had taken the considerable trouble to meet the Traffic Commissioner's extraordinarily complicated requirements to make representations.

### **Glazewing**

Another uneasy year with Glazewing.

In October the Directors Jonathan and Simon Miles were disqualified from being Transport Managers by the Traffic Commissioner and Glazewing's license was withdrawn, although it could continue to operate with a different Transport Manager.

Issues identified were: dangerously loaded skips, falsified drivers' records, failure to identify vehicle safety defects and failure to report penalty notices. The Traffic Commissioner said it was "a bad case of longstanding non-compliance that seriously compromised road safety on numerous occasions".

A second fly infestation was experienced in the village in the summer in spite of Jonathan Miles's undertaking to the Parish Council that it would not happen again. The Environment Agency visited the site and monitored Glazewing spraying and disinfecting the area.

Last month Glazewing's new Transport Manager wrote to the Parish Council to ask for "approval to be able to tip on some Bank Holidays". Norfolk County Council confirmed that Glazewing's license does not allow this and they would need to seek planning permission to change it. The Parish Council leafleted the village and the response was a resounding "No". This was relayed to Glazewing.

We end the Parish Council year with an assurance from Jonathan Miles that they have no intention of tipping outside their licensed hours and we hope to see Glazewing once again attending Parish Council meetings after an absence of 5 years.

### **Wissington/Riverside Nurseries**

After reports during the summer of unpleasant odours affecting villages surrounding the British Sugar/ Wissington complex, Councillors and some parishioners made several trips to the Riverside Nursery section to see their new venture growing medicinal cannabis. The Site Manager, Joshua Hoopes, was helpful and open; they employed a team of scientific experts who were unable to agree or conclude that the smells had emanated from Riverside but Joshua Hoopes asked to be contacted direct and would visit the village if any odours were detected again.

At the Parish Council meeting earlier this month Dan Downs, Head of Agriculture at Wissington, gave a useful presentation covering the whole site and offered parishioners visits in October to observe the sugar processing.

### **Thanks**

As Chair of West Dereham Parish Council I would like to record my appreciation of the voluntary work and amount of time my fellow Councillors give to their community. West Dereham is a better place in which to live as a result and although there are some seemingly intractable issues we will persist in trying to improve our home environment for everyone.

### **4. Handyman Report (given by Roy Poole)**

Roy reported that he had tried to spread his time across the village, but his workload had been affected by the weather conditions, in particular when it came to carrying out of painting jobs. Roy noted that he hoped to get to paint all the bridges this summer and planned to treat it as a priority. Roy added that he had spent a lot of time working in the Cemetery and Remembrance Garden carrying out various jobs. In conjunction with the Parish Clerk,

he is now involved with the regular moving of the Speed Monitor to its various positions located around the village. Throughout the summer, he would continue to trim the grass verges around the bridges and clearing of vegetation at different points around the village.

#### **5. Allotment Report (given by Mark Mahoney, newly appointed Allotments Liaison Officer)**

Mark reported that the allotments now had the equivalent to 5 quarter plots unused, 1 full length and one quarter plot. He noted that a new allotment holder had just started on a half plot. Plot 8 has been handed over to be a car park contains some unwanted materials and the allotment holders are recycling as many items as possible. Mark commented that none of the allotments holders have any current concerns or complaints. There had been some discussion about recent Borough Council waste management costs, but that does not seem to have affected garden waste. Allotment holders were pleased that the north east gate has been un-padded and opened for access that has made things easier during the recent wet weather. Mark commented that he had been looking at contacting local schools to see if any of their classes were interested in a plot as part of their curriculum requirements. Mark requested that the Parish Council continues to advertise plots in the parish magazine notices and on the website. He noted that if the available plots are not let out then work on keeping the weeds down will be necessary. Mark had spoken with Richard French, the previous Allotment Officer and he reported as happy to provide advice. Mark had also checked with the National Allotments Association and spoken to them about joining the Association to obtain ideas. The allotment holders have the dates for the Councillors' inspections. Mark expressed concern about a couple of gentleman allotment holders who had not been seen so far this year.

#### **6. Village Hall Report (given by Paula Kellingray)**

The Village Hall Committee is proud to inform everyone of the events and activities that have taken place over the last 12 months. The report, as usual, is quite long but we hope it is of interest as it highlights what we are achieving along with other community organisations for this village.

The regular events over 2017/18 have included race dinners, games nights, the setting up of a bowls club all of which have a steady attendance. There have been 8 coffee mornings 3 bingos (including 1 working with St Andrew's Church) and 8 quiz nights. Other events that have taken place include a Norfolk beer festival, a Halloween party and the village Carol singers were served with hot refreshments. The Village Hall held an Armed Forces Day event (an annual event), Easter, summer and Christmas draws that raised £400 for hall funds, family Easter fun day with a Easter egg hunt and a family car treasure hunt. 4 Working Party days have held this year carrying out a range of remedial and maintenance work required for the running of the hall.

Food events have included 4 fish and chip supper nights in aid of local charities and deserving causes. This year these suppers raised £812, bringing the 6 year fundraising total to £7,281. The deserving causes this year included Spinal Injuries Unit (Queen Elizabeth Hospital), The Village hall, Kings College Hospital at Denmark Hill (south London) and Royal British Legion, West Dereham branch. 5 hog roasts, 6 barbecues, 5 supper nights on the following themes; bangers and mash, 2 Italian nights, salads, summer buffet and casseroles have been held. Other supper nights have included a Burn's night, Chinese New Year, St David's Day and St Patrick's Day, St Andrew's Day and a St George's Day lunch.

The in-house catering team have this year catered for the following events; an 80 year-old's birthday party, 2 funeral wakes, a 30th wedding anniversary and a four-course meal for the Marham RAF Medical Team. Paula extended a huge thank you to everyone who helps with food events - we could not achieve this without you.

Live music events have included 60s tribute band Abbey Road 5, Gemma B and a 70s disco, northern soul night with proceeds going to the village hall funds. The hall's regular bookings include the Heritage Group, the Parish Council meetings held monthly and the U3A patch working and quilting fortnightly, Café Cre8 and a new venture entitled Sivananda Yoga meet weekly. In addition, over the past 12 months, the following bookings; Cre8 (5 times), Royal British Legion West Dereham Branch for 3 meetings and the annual Remembrance Day lunch, Wissington Angling

Club AGM, 3 funeral wakes, 5 birthday parties and a wedding anniversary, 2 elections, a Christening party, a dinner-dance, a Christmas party, 4 corporate training days and 2 seminars.

The bar continues to prove a great asset to the hall, not only because it provides much needed funds but also in bringing people together socially. Once again our traditional Christmas Day, Boxing Day, New Year's Eve party and New Year's Day openings were extremely well attended. In addition, the Village Hall organised two outside barbeques. The bar opened 224 times this year that contributed £5,200 to the running of the hall. A huge thank you to all the bar volunteers, all the customers and to the groups who agree to use the bar facilities at their meetings. You have all helped to make the bar profits grow and to help create a happy experience in the hall.

We are almost at the end but there are still a few things to do in the closing stages of this report. Thank you to the Village Hall Committee without whom all the events above would not happen. The people involved at West Dereham Village Hall, whether committee or volunteers, see the hall as a village venture run by the community for the community. So if you feel you would like to get involved in any way the details of how to contact the Village Hall and when our meetings are held can be found in the Village Magazine.

As you can see from all you have heard tonight, the committee and volunteers work tirelessly to provide as many different events as possible but if there is anything else you would like to see happen, then please speak to us about how we can achieve it together.

AFTER ALL THIS IS YOUR VILLAGE HALL.

#### **7. West Dereham Village Trust Report (given by Pam Bullas)**

The Village Trust now has 2 new Trustees making 5 in total, one of whom is the new Treasurer.

During the course of the year the Trust has completed its donation of £5000 to St Andrew's Church towards the building of a cloakroom which has been installed by parishioners, enabling the church building to be used by the wider community.

This money was from the sale of the old school and was one of the three projects identified by villagers when surveyed about the use of the school funds.

(The other two projects selected by the village were the provision of water at the Parish Council cemetery and renovation of the Village Hall.)

The second project funded this year by the Trust for the amount of £1500 has been a joint one with the Parish Council and has provided a galvanised goalpost and basketball net made locally by Bonnets for the recreation ground. This too fulfilled a long term commitment to provide recreational facilities for young people in the village.

Finally, the Village Hall Committee has continued to make regular, small repayments for the loan from the Village Trust towards the renovation of the Village Hall, which was in addition to the grant given direct for the purpose.

#### **8. West Dereham Heritage Group Report for 2017/18 (written by Jack Walker, given by Claire Williams)**

The Group continues to move forward with a varied and interesting programme, now into its second decade and stronger than ever. The magazine "Both Ends", managed and edited by Mike Poole, goes from strength to strength and is sent far and wide.

The group had a full programme in the last year with several very interesting guest speakers on many varying subjects, all about local past events and pastimes. The annual Kings Lynn walk with historian and past Mayor Dr. Paul Richards was again well supported. Each occasion we are conducted a part and aspect of the town not visited before. The knowledge and detailed explanations are inspiring to say the least. We managed to fit into the busy

schedule the very useful and popular “Round the table” evenings where members bring tidbits of information and questions about our village and past local, of not so local characters.

The continued success is due to the very hard work and support of the committee and thanks must be given to each of the team who manage the group in a professional and enthusiastic way, making it a joy and pleasure to be part of it. Our members also contribute with ideas helpful suggestions as to future projects.

We look forward to yet another good year to come, the programme for which is taking shape and filling the calendar.

I would also thank the Village Hall committee for continuing to assist us in making us welcome and being flexible should we need to change dates or places.

## **9. West Dereham Royal British Legion (given by Nick Cann)**

West Dereham Branch’s first full year was from 1 September 2014 to 31 August 2015 with a membership of 16. In April 2017 I reported that the membership of the Branch had increased to 28. I can now report another increase to 31 and we are now in our fourth year.

We hold 4 meetings annually in the Village Hall, on the 2<sup>nd</sup> Sundays in March, June, September (AGM) and November (Remembrance). The March and September meetings are followed by a sandwich lunch. After the June meeting we visit a local pub for lunch and last year we dined at the Hare Arms. This year on 10th June it will be the Bedingfield Arms at Oxborough. On Remembrance Sunday there is always a seated lunch in the Village Hall following the Service of Remembrance. Proceedings start at 10.50 am at the War Memorial and then continue in St Andrew’s Church with a Sherry Reception following the service. This Service competes with the Carol Service as the most well-attended service in the Village Church year. Lunch follows in the Village Hall and a few informative notices are given out after lunch. At lunch all are seated at one long table. Attendance is open to any villager or member of the St Andrew’s Church congregation attending this service but, of course, notification of attendance must be provided in advance for catering purposes. 26 people attended this lunch on 12 November. A fund-raising raffle is held at each meeting.

Peter Starling has continued his role as Branch Chairman for which we are all immensely grateful. It was his father who was our former Branch’s Secretary, 1955-60. Jack Walker is our Vice Chairman. Nick Cann acts as Branch Secretary and the Treasurer is Lorraine Hunt. Tom Foy is the Standard Bearer and Paula Kellingray is Poppy Appeal Co-ordinator. Richard French fulfills the Membership Support Officer position (Welfare).

Our Branch is small and not rich; but it fulfills its purpose in support of the aims and objectives of the Royal British Legion as contained in its Charter. £700 was paid into the Earl Haig Poppy Appeal Fund last year and there is another £700 available to send off this year. Our new Standard, purchased in 2016 cost £800. The Branch is sending two representatives from our village, Tom and Heather Foy, to act as Standard Bearer and Wreath Bearer at the Grand Pilgrimage taking place in Ypres, Belgium 5-8 August (“GP 90”) where over 1,000 Legion Standards will be on display. The Foyes are representing not only the living of today but also those from this village who gave their lives and whose names are recorded on our War Memorial. The cost of this trip is £1,000. Also, the Branch has agreed to a request from the Parish Council to assist the village and a beacon has been commissioned from Bonnetts. It will be sited in the Council Cemetery adjacent to the War Memorial and will be used to commemorate special events, starting with the centenary of the end of World War 1, an event entitled “The Battle’s Over – Lights of Hope.”

Last year we made front page news in the Royal British Legion’s quarterly magazine ‘Legion’ which ran a feature on Tom Foy our Standard Bearer and our Standard of West Dereham was on parade in front of the Sovereign at the Festival of Remembrance held in the Royal Albert Hall in 2016 and again in 2017. At the RBL Norfolk County Annual

Conference in February, West Dereham was runner-up for the CW Lex Cup for Progress and Efficiency by a Junior Branch. We won this cup the year before. We can hold our heads up high.

Any person over 17 years of age who accepts the aims and objectives of the Royal British Legion may become a member and the annual membership subscription is just £17.00.

#### 10. **Saint Andrew's Church Report (written by Graeme Pressley, Church Warden given by Peter King)**

We start as usual with a list of additions to the church and omissions. The Terrier (church property register) must be updated and signed as a true record by Reverend Ken Waters assuming the new Pastoral Plan (the proposed grouping of 8 local Church Parishes into an area to be led by one vicar) is accepted by the Diocese, Ken will be our incumbent. However, the old one signed by Judith is still relevant. This year we have no theft or vandalism to report, but we must add the toilet and associated fittings.

This year has been a slow one compared to previous years workwise, but we have a working toilet with full disabled access. The work on the structure itself is nearing completion with the decorative wood work and paneling being prepared for fitting by Chris Young. We have had the wiring tidied up and we now have a proper room for the electric supply and fuse boxes with good lighting in preparation for re-wiring the rest of the church. The building itself is in great shape and with some decoration in the nave, it will be in tremendous shape. The heating system is now reasonably efficient and complaints about the cold have died down (a little). It is a large medieval building and no amount of heating can remove the deep mid-winter chill without spending huge amounts on fuel.

The congregation is stable at around 12 to 15 per week with larger congregations every so often bringing the average attendance up. We know that our welcoming committee on Sunday mornings means no one feels left out. All are welcome to come on Sundays and we have a regular Café Cre8 gathering in the village hall every Wednesday morning with coffee and cakes available.

Our ministry team enables us to have a service every Sunday and communion is on the second Sunday, usually presided over by Ken. Thanks, must go to all who help to make St Andrews an easy church to look after. Volunteers attend work parties and regulars clean the church and arrange flowers, there is always room for another cleaner or flower arranger though.

I would like to thank everyone for their help at the church and we must not forget the sidespeople who ensure our welcome is always warm (even if the heating isn't.)

God Bless you all and see you next Sunday

#### 11. **Public Forum**

Paula Kellingray noted that the Norfolk British Legion Grand Pilgrimage Standard Bearers are meeting in the Village Hall on Tuesday evenings to practice for the GP90 event.

The Chairman thanked everybody for attending and commented that she felt this was a healthy set of reports and said thank you and well done to all.

### **West Dereham Parish Council Meetings**

West Dereham Parish Council meets monthly, 11 times a year, usually on the first Thursday of each month with the exception of January. Meetings are held in the Village Hall. Agendas for meetings are posted on the Parish Council notice boards and on the Parish Council's website. Every household in the village also receives monthly notifications of the meetings including Parish Council news.