

# West Dereham Parish Council

## Ordinary Meeting Agenda

All members of the Parish Council are hereby summoned to attend.  
Members of the public are invited to attend and address the council during the public participation session.

Councillors: Andy Challen, Nick Drew (Chair), Stuart Glover, Tim Glover, Keith Gore,  
and Susan Pepper (Vice Chair)

Notice is hereby given of the ordinary meeting at West Dereham Village Hall  
of West Dereham Parish Council  
to be held on **Thursday 7<sup>th</sup> October 2021 meeting at 7.00 p.m.**

1. To receive apologies for absence
2. To receive declarations of interest in items on the agenda and requests for dispensation
3. To approve the minutes of the ordinary meeting held on 2<sup>nd</sup> September and the extra-ordinary meeting on Wednesday 15<sup>th</sup> September 2021
4. To report progress on items not on this agenda from the last meeting (Clerk's Report, information only)
5. Open Forum for Public Participation: an opportunity to hear from members of the public, Borough Councillors and County Councillors
6. Correspondence (for information only)
7. To receive updates (for information only)
  - 7.1 Chair's report
  - 7.2 Handyman's Report
  - 7.3 Village Hall Report
8. To consider report on the proposed playground at St Andrews Close
9. To discuss road safety on Basil Road
10. To consider metal detecting request
11. To receive update on farm tender
12. To approve training
  - 12.1 Full Council training

- 12.2 Cemetery Management training and reference book
13. To review Pear Technology software subscription
  14. To consider corporate membership of the Institute of Cemetery and Crematorium Management
  15. To approve purchase of Remembrance Day wreath
  16. To consider an Action Plan for 2022/23
  17. Planning
    - 17.1 to receive results of applications
    - 17.2 to consider and comment on new applications
  18. Finance
    - 18.1 to approve change of address on the Barclays accounts
    - 18.2 to receive an update on Scribe accounts set up
    - 18.3 to discuss establishing a working group for the budget 2022/23
    - 18.4 to approve accounts up to 30 September 2021
    - 18.5 to approve September payments
  19. To receive items for the next meeting agenda, to be held on 4<sup>th</sup> November 2021
  20. Resolve to exclude public and press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted concerning staffing

Signed: *Sharon Sweet*

S Sweet: Clerk

Dated: 30.09.2021