

West Dereham Parish Council

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 4th November 2021 meeting at 7.00p.m.**

1. Chair's welcome and update
2. To receive apologies for absence
3. To receive declarations of interest in items on the agenda and written requests for dispensation
4. To approve the minutes of the ordinary meeting held on 8th October
5. To report progress on items not on this agenda from the last meeting (Clerk's Report, information only)
6. Open Forum for Public Participation: an opportunity to hear from members of the public, Borough Councillors and County Councillors
7. Correspondence (for information only)
8. To receive updates (for information only), including Handyman's update and Village Hall report
9. Proposed playground at St Andrew's Close
 - a) To establish a working group for the playground project and agree Terms of Reference
 - b) To receive update
10. To establish a working group to review the cemetery management and administration and agree Terms of Reference
11. To receive update on farm tender
12. To consider meeting dates for 2022
13. To consider allotment inspection dates 2021 - 2022
14. To receive an update on the draft Action Plan for 2022/23
15. To discuss the Queens Platinum Jubilee June 2022 and consider establishing a working group
16. To review Financial Regulations and Procurement Policy
17. Planning
 - a) to receive results of applications
 - b) to consider and comment on new applications including:
21/02037/F - Single storey rear extension to dwelling at Abbey Lodge Station Road, West Dereham PE33 9RR

18. Finance

- a) to discuss draft budget 2022-23
- b) to receive an update on change of address to Barclays accounts and to approve RFO being added to the account for simple servicing
- c) to approve shared purchase of new office printer
- d) to approve accounts up to 31 October 2021
- e) to approve October payments

19. To receive items for the next meeting agenda, to be held on 2nd December 2021

Signed: *Sharon Sweet*

S Sweet: Clerk

Dated: 28.10.2021