

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 2nd December 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 4th November
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. To discuss areas within the parish potentially at risk of flooding
10. To discuss the BCKL&WN CIL Infrastructure Funding for 2022
11. To receive report regarding Allotments and consider recommendations
12. To receive report from Cemetery administration and management working group and consider recommendations
13. To receive an update on the draft Action Plan for 2022/23
14. To consider a Volunteer Policy
15. To discuss an 'Operation London Bridge' protocol
16. To review the Internal Control policy, Community Engagement strategy, Standing Orders
17. Planning:
 - a) to receive results of applications
 - b) to consider and comment on new applications received, including:
21/01923/F APPLICATION FOR VARIATION OF CONDITION 2 ATTACHED TO PLANNING PERMISSION 12/01720/F: Demolition of existing bungalow and associated ancillary outbuildings and the construction of one detached dwelling and garage at Homefields Basil Road West Dereham King's Lynn Norfolk PE33 9RP
18. Finance:
 - a) to receive an update on the change of address for the Barclays accounts and adding the Clerk for simple servicing
 - b) To agree the budget and submit Precept to BCKLWN for 2022/23
 - c) To approve accounts up to 30 November 2021
 - d) To approve the payment of accounts up to 30 November 2021 and pre-approve regular December payments, due in January 2022 (no meeting in January 2022)

19. To confirm adjustments to meeting dates 2022
20. To receive items for the next meeting agenda, to be held on 3rd February 2022
21. 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 and contracts
 - a) Probationary period of the Clerk
 - b) Handyman contract, review hourly rate and allowances for 2022/23

Signed: *S Sharon Sweet* S Sweet: Clerk

Dated: 25.11.2021