

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 and Keith Gore.

Notice is hereby given of the **ordinary meeting** at West Dereham Village Hall of West Dereham Parish Council to be held on **Thursday 3rd March 2022 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 3rd February 2022
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, Village Hall report
9. To discuss areas within the parish potentially at risk of flooding
10. To receive update from Proposed Playground working group
11. To receive update from Cemetery working group
12. To receive update from Jubilee working group
13. To discuss refurbishment of the following assets:
 - a) Telephone kiosks
 - b) Noticeboards
 - c) Village signs
14. To receive overview report on BCKL&WN CIL Infrastructure Funding for 2022
15. To discuss possible options regarding damage to hedge at allotments and approve actions for necessary repairs
16. To agree responsibility for Allotment inspections on 2nd April
17. To discuss arrangements for the Annual Parish Meeting 25th April
18. To receive update regarding the handover from West Dereham Heritage Group committee and approve any further actions required
19. To receive the draft Volunteer Policy
20. To review Business Continuity Plan Part 1 & 2
21. Planning:
 - a) To receive results of applications
 - b) To consider and comment on new applications received
22. Finance:
 - a) To appoint Internal Auditor
 - b) To approve accounts up to 28.02.2022
 - c) To approve the payment of accounts up to 28.02.2022
 - d) To receive an update on the additional authorising signatories for Unity bank account and change of address for the remaining Barclays accounts
 - e) To receive recommendations from the Budget working group and consider recommended virement of funds between budget lines
 - f) To receive recommendations from the Budget working group regarding earmarked funds and consider any recommendations
23. To receive items for the next meeting agenda, to be held on 7th April 2022
24. **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: 24.02.2022