

# West Dereham Parish Council

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An Ordinary Meeting of the Parish Council will take place on **Thursday 7<sup>th</sup> April 2022**, commencing at **7.00pm**, held in the **West Dereham Village Hall**. All Councillors are summoned to attend for the purpose of considering and resolving upon the business set out in the agenda below.

Members of the public and press are invited to attend to observe the meeting. Members of the public are invited to address Council at Item 6.

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*Sharon Sweet* Sharon Sweet

Clerk to the Parish Council

Dated: 31.03.2022

## AGENDA

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 3<sup>rd</sup> March and extraordinary meeting held on 28<sup>th</sup> March 2022
5. Clerk's Report, update on items not on this agenda (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 discuss areas within the parish potentially at risk of flooding
9. To receive update from Proposed Playground working group (information only)
10. To discuss requesting 'no access to Glazewing' signage from NCC on Bath Rd and Ryston Rd
11. To agree recommendations from the Jubilee working group (lighting of beacon at cemetery and jubilee trees with plaques), to include considering a budget for the work
12. To agree refurbishment of the Village Signs and Noticeboards, to include considering a budget for the work
13. To agree refurbishing and painting of the two red telephone kiosks, to include considering a budget for the work
14. To agree re-instating the old cemetery gates as a pedestrian access point, to include considering a budget for the work
15. To review the Co-option Policy
16. To review the Light within the Parish Policy
17. To consider the draft Volunteer Policy
18. To consider the draft 'Operation London Bridge' protocol
19. Planning:
  - a) To receive results of applications
  - b) To consider and comment on new applications received

20. Finance:
- a) To review financial risk assessment
  - b) To review the asset register for year ending 31 March 2022, including the asset inspection report
  - c) To approve accounts up to 31.03.2022
  - d) To set an end date on the earmarked reserve for HMRC cheques received
  - 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 agree removal of signatories from Unity Bank
  - f) To agree closing Barclays accounts, transferring remaining funds to Unity Bank
  - g) To agree to pay employer and employee pension contributions by direct debit for the NEST pension scheme
21. To receive items for the next meeting agenda, to be held 5<sup>th</sup> May 2022
22. **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**