

West Dereham Parish Council

Annual Report 2021-22

Chair's Report

The past year has been interesting and busy. I am in my first year as Chair of West Dereham Parish Council and I would like to offer my thanks to all Councillors and the Clerk for their efforts throughout the year, as well as members of the public and other partners who have assisted the Council during 2021-22.

During the pandemic the Parish Council continued with business as usual (Council meetings were still being held virtually at the start of the new financial year in April 2021). All Councillors have been actively involved during 2021-22 in Council operations, this includes matters such as:

- Planning the refurbishment and repurposing of the two red telephone boxes
- Taking over the management of the West Dereham Heritage Group assets & funds
- Forming a Council working group, with residents, to develop plans for a proposed new playground at St Andrew's Close
- Recruiting a new Parish Clerk and Responsible Financial Officer, who has ensured that all the aspects of running a Council are being completed accurately and on time, despite many pressures
- Beginning discussions on lighting the beacon for the Queens Jubilee
- Forming a Council working group to review Cemetery management and administration
- Planning the works around refurbishing the village signs and noticeboards during 2022-23
- Reinstating the original cemetery gates as a pedestrian entrance. Having listened to the concerns of residents with mobility issues, who were finding the distance from the main cemetery gate to the graveside a challenge, Councillors recently agreed to re-instate the old cemetery gates as a graveside pedestrian entrance

As we look forward to this coming year, we hope to welcome more residents onto the Council. We currently have two Councillor vacancies. Anyone wishing to apply should contact the Parish Clerk, free training and support for the role is available.

Cllr Nick Drew

Chair of West Dereham Parish Council

Included within the services provided by the Parish Council are:

| | |
|--------------------------------------|--|
| Emptying dog bins | Grass cutting at various locations in the village |
| Management of cemetery | Management of allotments |
| Management of farm land | Locating the flashing speed signs around the village |
| Looking after the War Memorial | Looking after the red telephone boxes |
| Maintaining the memorial benches | Maintaining the village signs |
| Maintaining the village noticeboards | Maintaining the bus shelter |
| Planting the wooden flower planters | |

Money Matters

The Council's finances are monitored on a day-to-day basis by the Responsible Finance Officer, who is also the Council's Clerk. The Council appoints an internal auditor who assesses the Council's compliance with relevant legislation. When income or expenditure exceeds £25,000pa the accounts are also audited by the external auditors.

The Parish Council receives income through the Precept; an annual sum of money collected with the Council Tax by BCKL&WN. In addition, income is received from rent on the farm land, allotment rents & cemetery fees.

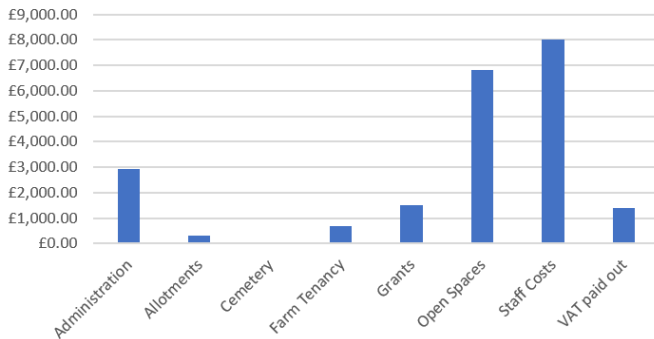
FINANCES 2021-22

PAYMENTS OUT

| | |
|----------------|-----------|
| Administration | £2,915.11 |
| Allotments | £300.00 |
| Cemetery | £26.95 |
| Farm Tenancy | £688.00 |
| Grants | £1,517.00 |
| Open Spaces | £6,808.89 |
| Staff Costs | £8,005.06 |
| VAT paid out | £1,386.87 |

TOTAL £21,647.88

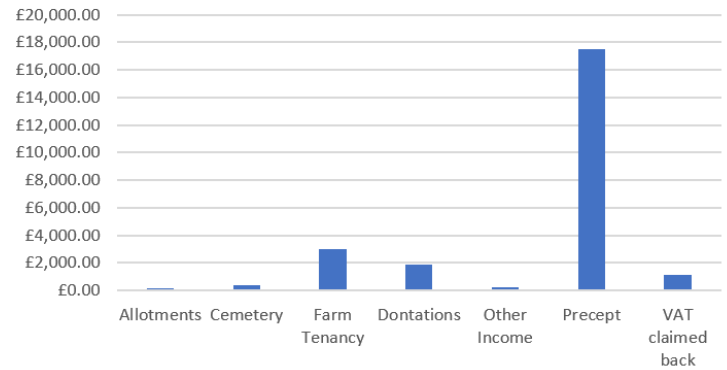
Payments 2021-22



RECEIPTS IN

| | |
|----------------|-------------------|
| Allotments | £186.25 |
| Cemetery | £400.00 |
| Farm Tenancy | £3,000.00 |
| Donations | £1,863.93 |
| Other Income | £208.93 |
| Precept | £17,484.00 |
| VAT claim back | £1,148.14 |
| TOTAL | £24,291.25 |

Receipts 2021-22



At the end of the financial year (March 2022) the Council held £16853.65 in funds earmarked specifically for planned projects. Parish Councils are also required to maintain an adequate general reserve, to meet the needs of operations and to ensure financial security. General reserves, at year end, totaled £6751.35, this falls within the recommended range of 3-12 months net revenue expenditure, although it is at the low end of the required figure. A small Council is recommended to have general reserves closer to 12 months of net revenue expenditure.

FINANCES 2022-23

The budget and precept proposals for 2022-23 were approved at the Council meeting in Dec 2021. The precept for 2022-23 was set at £17191, a decrease of 1.67%. This accounts for all the planned costs incurred in running the Council's services and assets for 2022-23.

Further information is available on the Council website, under 'finance'.

<https://west-dereham-parish-council.norfolkparishes.gov.uk/>

People

Councillors: Andy Challen, Nick Drew (Chair), Stuart Glover, Tim Glover, Keith Gore

Clerk & RFO: Sharon Sweet

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