

# West Dereham Parish Council

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The Ordinary Meeting of the Parish Council will take place on **Wednesday 1<sup>st</sup> June 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: 25.05.2022

## 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 Annual meeting held on 5<sup>th</sup> May 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 appoint Cruso & Wilkin as Land Agents on work required for the Farm Business Tenancy
9. To receive report on the Cemetery and consider any actions required from the report recommendations
10. To receive update on reinstalling the old cemetery gate as a pedestrian access point
11. To discuss an outline timescale for the proposed playground project
12. To agree Councillors for scheduled allotment inspections 2<sup>nd</sup> July 2022
13. To agree insurance renewal 1<sup>st</sup> June 2022
14. To consider a summer break for the Parish Council, not holding a meeting in August
15. To agree the Volunteer Policy
16. To review the Data Protection Policy
17. To review the Retention of Documents Policy
18. Planning:
  - a) To receive results of applications
  - b) To consider and comment on new applications received

19. Finance:
  - a) To approve accounts up to 31.05.2022
  - b) To approve the payment of accounts up to 31.05.2022
  - c) To note the receipts since the last meeting
  - d) To approve adding the £200 Jubilee grant from BCKL&WN to the Jubilee earmarked fund
  - e) To approve the payment, by direct debit, of the managed email service
20. To receive items for the next meeting agenda, to be held 7<sup>th</sup> July 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**