

West Dereham Parish Council

An extra ordinary meeting of the Parish Council will take place on **Thursday 12th January 2023**, 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 the Chairman, regarding items on the agenda, at Item 4 of the agenda.

Clerk: *Samantha Bromley*

Dated: 6th January 2023

AGENDA

1. Apologies for Absence.

To receive and approve apologies for absences.

2. Declarations of interest.

2.1. Councillors are invited to declare a pecuniary or non-pecuniary interest on any subject on the agenda.

2.2. To consider any dispensation requests.

3. Minutes.

To approve the minutes of the Parish Council meeting dated Thursday 1st December 2022.

4. Matters not elsewhere on the agenda.

To receive an update. No decision may be taken under this item.

5. Open Forum for Public Participation.

5.1. To receive a report from Borough Councillor Alan Homes, if present.

5.2. To receive a report from County Councillor Brian Long, if present.

5.3. To receive comments from members of the public.

*Members of the public are invited to address the Council, raising matters of concern or items for discussion pertinent to the agenda. The session will last for a maximum of **15 minutes** with contributions lasting a maximum of **3 minutes** from each person.*

Members of the public should address their representations through the Chairman of the meeting.

6. Platinum Jubilee Trees

6.1. To note the donation of funds for the Jubilee plaque.

6.2. To consider options for the Jubilee Plaque.

6.3. To agree the purchase of protective fencing for the Jubilee trees.

7. Defibrillator

To note a pledge of £200 and £250 towards the purchase of a defibrillator.

8. Planning Matters.

8.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council: None.

- 8.2. To consider consultee response to any other application received from King's Lynn and West Norfolk Borough Council after the publication of the agenda:
<https://www.west-norfolk.gov.uk/mynearest?layer=planning&c=1>
- 8.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council: None.

9. Administration.

- 9.1. To adopt the Social Media Policy.
- 9.2. To confirm that payroll has been brought inhouse and will be administered by the Responsible Financial Officer.

10. Finance.

- 10.1. To RESOLVE to AGREE the following payments:

Payee	Description	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension	£738.92	£0.00	£738.92	Cheque
L. Dawson	Phone Reimbursement	£71.66	£14.33	£85.99	Cheque
R Poole	Handyman	£77.35	£0.00	£77.35	Cheque
ECS Computers	Subscription	£8.25	£1.65	£9.90	DD
Village Hall	Hall Hire	£40.00	£0.00	£40.00	Cheque

- 10.2. To note the submission of a VAT return from April 2022 to 1st October 2022 for the amount of £935.70.
- 10.3. To review and consider the draft budget.

11. Correspondence.

To receive and note council correspondence.

- 11.1. Norfolk County Council – News Update. Circulated.
- 11.2. West Norfolk Community Transport - New bus service 66. Circulated.
- 11.3. Norfolk & Waveney Mind – Suicide Prevention. Circulated.
- 11.4. SAAA - Notification of external auditor appointment. Circulated.

12. Members Matters.

No decision may be taken under this item.

13. Items for the next meeting.

To receive items from Councillors for inclusion on the next agenda.

14. Next meeting of the council.

To confirm that the next meeting of the council is on Thursday 2nd February 2023.