

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 13th July 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 6 of the agenda.

Clerk: *Samantha Bromley*

Dated: 07th July 2023

AGENDA

1. Co-option

To consider applicants for co-option.

2. Apologies for Absence.

To receive and approve apologies for absences.

3. Declarations of interest.

- 3.1. Councillors are invited to declare a pecuniary or non-pecuniary interest on any subject on the agenda.
- 3.2. To consider any dispensation requests.

4. Minutes.

To approve the minutes of the Parish Council meeting dated Thursday 1st June 2023.

5. Updates of items not elsewhere on the agenda.

- 5.1. To note that Angela Caley has signed the Declaration of Acceptance of Office.
- 5.2. The council's insurance has been renewed for 1st June 2023 to 31st May 2024.
- 5.3. TESCO's Groundwork UK Funding Application has been submitted for an amount of £1500 to be used towards the Playground Project.
- 5.4. The second stage Lottery Funding Proposal has been submitted with supporting documents for the amount of £45000 to be used towards the Playground Project.
- 5.5. Allotment holders have received reminders on maintaining their allotment plots.
- 5.6. The application to modify the Definitive Map and make the restricted byway from Market Lane to Crimplasham has been submitted and formally registered under reference 6899312/HP110/1.

6. Open Forum for Public Participation.

- 6.1. To receive a report from Borough Councillor Peter Hodson, if present.
- 6.2. To receive a report from County Councillor Brian Long, if present.
- 6.3. 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.*

7. Open Spaces

- 7.1. To consider maintenance of the brambles on the playing field.

- 7.2. To AGREE an action plan for the maintenance of vacant allotment plots.
- 7.3. To consider correspondence from a resident regarding a ditch not piped and AGREE any actions required.

8. Parish Partnership Scheme

To consider eligible projects for the 50/50 funding Parish Partnership Scheme.

9. Planning Matters.

- 9.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
- 9.1.1. 23/00970/F – Robreen, The Row, West Dereham, King's Lynn, Norfolk, PE339RH – Retrospective construction of a wooden cabin and use is used to host yoga and wellbeing sessions, maximum of 12 sessions per month. Circulated.
- 9.1.2. 23/01164/F – 4 Ryston Road, West Dereham, Norfolk, PE339RQ – Construction of single storey conservatory extension on side of dwelling. Circulated.
- 9.2. 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>
- 9.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council: None.

10. Finance.

- 10.1. To note the following receipts:

Payee	Description	Net	Vat	Gross	Method
Cllr A. Caley	May Fun Day Fundraising	£775.25	£0.00	£775.25	BACS
Rotary Club	Playground Donation	£500.00	£0.00	£500.00	BACS
Resident	Ceilidh Tickets	£20.00	£0.00	£20.00	BACS
Cllr A. Caley	Ceilidh Fundraising	£600.00	£0.00	£600.00	BACS
Crowdfunder	Ceilidh Tickets	£58.52	£0.00	£58.52	BACS
Resident	Playground Donation	£20.00	£0.00	£20.00	BACS

- 10.2. To note that a £400.00 payment was made to the Ceilidh band from funds previously raised for the Playground Project.

- 10.3. To RESOLVE to AGREE the following payments:

Payee	Description	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension	£929.91	£0.00	£929.91	BACS
Clerk	WFH Allowance	£10.00	£0.00	£10.00	BACS
Village Hall	Hall Hire	£60.00	£0.00	£60.00	BACS
R. Poole	Handyman Services	£214.94	£0.00	£214.94	BACS
ECS Computers	Subscription	£8.50	£1.70	£10.20	DD
CGM	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Unity	Bank Fee	£18.00	£0.00	£18.00	DD

**To also include any invoices received prior to the meeting.*

11. Administration.

- 11.1. To review the Allotment Tenancy Agreement.

12. Correspondence.

- 12.1. NCC: Latest Scams, Consumer Alerts and News from Norfolk County Council Trading Standards. Circulated & published on the council's website and Facebook page.
- 12.2. CGM Group: CGM Group has been acquired by Nurture Landscapes Ltd. Circulated.
- 12.3. Nurture Group: Welcome from the Nurture Group. Circulated.
- 12.4. TRO: Ryston – Upcoming temporary closure of Hilgay Road to facilitate BT safe access to overhead cables. Circulated and published on the council's website and noticeboard.
- 12.5. Resident – Footpath to the Abbey. Circulated and letter sent to Abby Farm to request maintenance of the path.

13. Members Matters.

No decision may be taken under this item.

14. Items for the next meeting.

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

15. Next meeting of the council.

To confirm that the next council meeting will be held on Thursday 6th July 2023 at 7:00pm.

In accordance with the Public Bodies (administration to meetings) Act1960, the meeting RESOLVED to exclude the press and public during the following items due to the confidential nature.

16. Playground

To receive designs and quotes from suppliers and RESOLVE to AGREE which supplier to contract for the playground project.