

# West Dereham Parish Council

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**DRAFT Minutes of the Annual Parish Council Meeting held on Thursday 13<sup>th</sup> July 2023, at 7.00pm, in the West Dereham Village Hall.**

**Councillors Present:** Cllrs Angela Caley, Nick Drew (chair), Keith Gore and Mark Norton.

**Public present:** nineteen

## **1. Co-option**

Mark Norton was voted onto the council, signed the Declaration of Acceptance of Office and joined the meeting.

## **2. Apologies for Absence.**

Apologies for absence were received from Cllr A. Challen (illness) and Cllr T. Glover and Cllr S. Glover (alternative commitment).

## **3. Declarations of interest.**

3.1. No pecuniary or non-pecuniary interest were declared.

3.2. No dispensation requests were received.

## **4. Minutes.**

The minutes of the meeting on Thursday 1<sup>st</sup> June 2023 were AGREED as a true and correct record and signed by the chair.

## **5. Updates of items not elsewhere on the agenda.**

5.1. Angela Caley has signed the Declaration of Acceptance of Office.

5.2. The council's insurance has been renewed for 1<sup>st</sup> June 2023 to 31<sup>st</sup> 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. Apologies were received from Borough Councillor Peter Hodson.

6.2. County Councillor Brian Long was not present.

6.3. To receive comments from members of the public.

6.3.1. A request was received to have brambles cleared from Brook Lane junction to improve the visibility of the road sign.

6.3.2. An enquiry was made into when the defibrillator will be fitted and whether training will be provided.

6.3.3. An enquiry was made as to whether the 60-mph speed limit around the village can be reduced.

6.3.4. The following comments were received from residents regarding application 23/00970/F.

6.3.4.1. It was noted that the road outside this residence is a very narrow lane

and parking is an issue when these classes are in place. It was also noted that the submissions of support online are from members of the public who are believed to not live in the village.

- 6.3.4.2. Comments were received regarding the noise level when those attending, arriving and leaving the classes.
- 6.3.4.3. Concern was raised over the log burner which is not noted on the planning permission.
- 6.3.4.4. It was noted that when the wood burner is lit, it emits a smoke which travels into residential gardens and residents are forced to retreat inside with their windows closed, despite hot temperatures.
- 6.3.4.5. It was noted that residents are having issues with their laundry being smoked, whilst hanging on the line, when the log burner is lit.
- 6.3.4.6. Issues were raised with regards to the noise level and smoke emitted before, during and after these classes.
- 6.3.4.7. The disruption of these classes to residents on The Row was reported to be mentally and physically taxing.
- 6.3.4.8. The meeting was informed that the atmosphere on The Row has changed in the last two years due to the impact these classes have had on residents in the area. It was reported that on Sunday, individuals on the lane were sat in the garden and had to retreat inside and close all of the windows, regardless of it being a very hot day. They noted that they continued to smell smoke in the residence.
- 6.3.4.9. It was noted that the mental health and wellbeing of residents of The Row are suffering as a result of these classes being held in the applicants' residence.

## **7. Open Spaces**

- 7.1. It was AGREED to defer any actions until the playing field site until the brambles on the playing field have been assessed.
- 7.2. It was AGREED for Cllrs K. Gore, T. Glover, S. Glover and N. Drew to devise an action plan for the maintenance of the vacant allotment plots and to report back to full council.
- 7.3. was AGREED for the council to contact Highways and Environmental Health Department for advice regarding a ditch in the village.

## **8. Parish Partnership Scheme**

It was AGREED that the council would not be applying for the 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. Objection on the grounds of insufficient parking, no mention of the installation of a log burner, the impact of the smoke emitted on neighbouring properties and the general impact on the wellbeing of the residents on The Row.
  - 9.1.2. 23/01164/F – 4 Ryston Road, West Dereham, Norfolk, PE339RQ – Construction of single storey conservatory extension on side of dwelling. No objections.
- 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:

9.3.1. 21/01923/NMA\_1 – Homefields, Basil Road, West Dereham, King's Lynn, PE33 9RP – non-material amendment to planning permission 21/01923/F: application for variation of conditions 2 attached to planning permission 12/01720/F: demolition of existing bungalow and associated ancillary outbuilding and the construction of one detached dwelling and garage. APPROVED.

## 10. Finance.

10.1. The following receipts were noted:

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. It was noted that a £400.00 payment was made to the Ceilidh band from funds previously raised for the Playground Project.

10.3. It was RESOLVED to AGREE the following payments. Proposed Cllr N. Drew, seconded Cllr A. Caley:

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
Wave	Water	£16.46	£0.00	£16.46	BACS
Borough Council	Playing Field Rent	£5.00	£0.00	£5.00	BACS

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

## 11. Administration.

The Allotment Tenancy Agreement was reviewed and adopted.

## 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.**

None.

**14. Items for the next meeting.**

- 14.1. To receive an update on the administration of the cemetery.
- 14.2. To receive an action plan on the maintenance of the vacant allotment plots.
- 14.3. To consider the installation of a noticeboard for Brook Lane.

**15. Next meeting of the council.**

It was confirmed that the next council meeting will be held on Thursday 7<sup>th</sup> September 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**

The council received and considered designs and quotes from three playground suppliers.

*(Cllr K. Gore left the meeting)*

*The Standing Orders were suspended to allow for discussion to continue.*

It was AGREED to hold a separate meeting to continue discussions on which supplier to contract.

Meeting closed at 9:15pm