

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 2nd November 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 5 of the agenda.

Clerk: *Samantha Bromley*

Dated: 25th October 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 5th October 2023.

4. Updates of items not elsewhere on the agenda.

No decision can be made under this item.

- 4.1. Remembrance Sunday – A poppy wreath has been ordered.
- 4.2. Defibrillator – Checked and logged on The Circuit.
- 4.3. Cemetery – The clerk has been working on obtaining the correct forms for procedures.
- 4.4. Highways – A road closure is scheduled for November 2023 to deal with the potholes on The Row. Plans have been made to resurface Bath Road in 2024. A request has been made to do all of the grips in the village to assist with road drainage. Further updates to come.

5. Open Forum for Public Participation.

- 5.1. To receive a report from Borough Councillor Peter Hodson, 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.*

6. Playground Project

- 6.1. To receive an update.
- 6.2. To RESOLVE to pay the new annual rent of £95.00 to lease the recreational ground.
- 6.3. To consider the maintenance of the brambles and AGREE any actions.

7. Allotments

- 7.1. To note that allotment plots 2 and 4 have been reserved.
7.2. To RESOLVE to AGREE the cost to plough allotment plot 2.

8. Planning Matters.

- 8.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
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:

9. Finance.

- 9.1. To note that the Chair and Clerk authorised a payment to Anglian Water for the amount of £33.97 to pay the cemetery's utility bill.
9.2. To note the following receipts:

Payee	Description	Net	Vat	Gross	Method
Allotment Holder	Annual Rent	£20.00	£0.00	£20.00	BACS

- 9.3. 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
ECS Computers	Subscription	£8.50	£1.70	£10.20	DD
CGM	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Borough Council	Uncontested Election Fees	£45.50	£9.10	£54.60	BACS

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

10. Administration.

- 10.1. To AGREE dates to host defibrillator training with East Anglian Air Ambulance.
10.2. To review the draft Risk Register.
10.3. To consider actions for a replacement Handyman.
10.4. To review and adopt the Defibrillator policy, if available.

11. Correspondence.

- 11.1. Resident: complaint regarding the length of cemetery grass. Circulated.
11.2. Resident: comments received regarding the proposed noticeboard for Brooks Lane.
11.3. Norfolk ALC: Request to take part in the D-Day 80 event, 6th June 2024. Circulated.
11.4. Zero Hour: Seeking support for the Climate and Ecology Bill. Circulated.
11.5. Caringtogether: request to promote their new Norfolk befriending service. Circulated.
11.6. Borough Council: Polling district review. 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 council meeting will be held on Thursday 7th December 2023 at 7:00pm