

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 5th October 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: 28th September 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 7th September 2023.

4. Updates of items not elsewhere on the agenda.

No decision can be made under this item.

4.1. The defibrillator has been registered with The Circuit – the national defibrillator network.

4.2. The vacant allotment plots and location of the newly installed defibrillator has been advertised in The Village Pump and on the Parish Council's website and Facebook page.

4.3. Vacant allotment plots – Cllr N. Drew & K. Gore.

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. Cemetery

To receive an update on the administration of the cemetery and agree any actions.

7. Noticeboard

To AGREE the purchase of a noticeboard for Brook Lane.

8. Highways

- 8.1. To receive an update on the SAM2 sign and AGREE any actions required.
- 8.2. To receive an update on road signs and AGREE any actions required.

9. Planning Matters.

- 9.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
- 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. 23/01364/F – The Hawthorns, Basil Road, West Dereham, PE33 9RP – Replacement of glazed conservatory with single storey extension to side of detached house. Approved.
 - 9.3.2. 23/00652/F – Old School House, Church Road, West Dereham, PE33 9UP – Conversion of old school property from existing one dwelling into two bed dwellings. Approved.

10. Finance.

- 10.1. To note that the Chair and Clerk authorised a payment of £38.34 to Cllr M. Norton, as reimbursement for the purchase of decking for the repair of the planters.
- 10.2. 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

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

11. Administration.

- 11.1. To AGREE a venue and possible dates to host defibrillator training for residents, with East Anglian Air Ambulance.
- 11.2. To consider purchasing a Type B Wreath at the cost of £20.00 for Remembrance Sunday.
- 11.3. To consider actions for a replacement Handyman.
- 11.4. To review and adopt the Defibrillator policy, if available.

12. Correspondence.

- 12.1. Resident – Planning Enquiry. Circulated.
- 12.2. West Norfolk – Your Visit West Norfolk Entry. Circulated.

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 2nd November 2023 at 7:00pm