

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 7th March 2024**, 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: 2nd March 2024

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 February 2024.

4. Updates of items not elsewhere on the agenda.

No decision may be made under this item.

- 4.1. The clerk registered the Council for a free portrait of His Majesty King Charles III.
- 4.2. The Council was awarded £500 from the Tesco Stronger Starts grant for the Playground Project.

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.*

6. Playground Project

- 6.1. To review, AGREE and sign the lease for St. Andrews recreational ground.
- 6.2. To RESOLVE to AGREE to purchase 2x 20k bags of grass seeds for the cost of £199.20 for St. Andrews recreational ground.
- 6.3. To discuss options for providing shade on the playing field and AGREE any actions.

7. Open spaces

- 7.1. To edit and approve the Parish Council Work Schedule.
- 7.2. To consider a request to reinstate the signposts at either end of the footpath between The Row and the Village Hall.

7.3. To note that the Council received a report of motorcycles using the footpath between The Row and the Village Hall and to consider a request to restrict the footpath for legitimate use.

8. Highways

- 8.1. To receive an update on obtaining additional highways signs and AGREE any actions.
- 8.2. To RESOLVE to AGREE to purchase an additional SAM2 battery for the cost of £115.80.

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. 24/00200/LDP – Lawful Development Certificate: To enlarge kitchen and dining area – Open View, The Row, West Dereham, King's Lynn, Norfolk, PE33 9RH.
 - 9.1.2. 24/00364/CM – Non-compliance with conditions 1,2,7 and 10 of planning permission referenced FUL/2022/0060 to amend the approved restoration scheme and provide additional time to complete restoration – Crimplesham Quarry (North), Main Road, Crimplesham, King's Lynn, Norfolk, PE33 9EB. Circulated.
 - 9.1.3. 24/00363/CM – Non-compliance with conditions 1,2,18 and 21 of planning permission referenced FUL/2022/0061 to amend the approved restoration scheme and provide additional time to complete restoration – Crimplesham Quarry (North), Main Road, Crimplesham, King's Lynn, Norfolk, PE33 9EB. Circulated.
 - 9.1.4. 24/00362/CM – Non-compliance with conditions 1,2,9 and 13 of planning permission referenced FUL/2022/0059 to amend the approved restoration scheme and provide additional time to complete restoration – Crimplesham Quarry (North), Main Road, Crimplesham, King's Lynn, Norfolk, PE33 9EB. 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:
 - 9.3.1. 24/00200/LDP – Lawful Development Certificate: To enlarge kitchen and dining area – Open View, The Row West Dereham Kin's Lynn, Norfolk, PE33 9RH. LAWFUL.

10. Administration.

- 10.1. To review the Code of Conduct.
- 10.2. To review the Financial Regulations.
- 10.3. To review the Standing Orders.
- 10.4. To review the Publication Scheme.
- 10.5. To review the Financial Risk Assessment.
- 10.6. To review the Asset Register.
- 10.7. To review the Scheme of Delegation.
- 10.8. To review the Statement of Internal Control.

11. Finance.

- 11.1. To note that there was an error in the recording of the postage reimbursement of the February meeting and the clerk was overpaid by £0.74. This will be returned to the

Parish Council account.

11.2. To appoint the role of internal auditor for 2023-24 to Mrs Tracey Neave at the cost of £95.00 + mileage.

11.3. To RESOLVE to AGREE the following payments:

Payee	Description	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension	£994.13	£0.00	£994.13	BACS
Clerk	WFHA	£10.00	£0.00	£10.00	BACS
Clerk	Milage for Signatures	£26.55	£0.00	£26.55	BACS
ECS Computers	Subscription	£8.50	£1.70	£10.20	DD
NPTS	Subscription	£178.60	£0.00	£178.60	BACS

12. Correspondence.

12.1. District Council: Local Plan review – notification of reconvened examination hearings: March, April, and September 2024. Circulated.

12.2. District Council: The Borough Council of King's Lynn & West Norfolk: New planning rules put nature at the heart of development. Circulated.

12.3. Norfolk Police: Police Snapshot Newsletters - Downham, Watlington and Terrington. Circulated.

12.4. The Train Line: Quick question about your "Useful links" landing page. Circulated.

12.5. NACO: D-Day 80 Flag of Peace. Circulated.

12.6. Borough Council: Loss of sanitary facilities. 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 4th April 2023.

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

16. Cemetery

To consider a request from a member of public to reserve a plot in the natural burial area.