

# West Dereham Parish Council

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A Meeting of the Parish Council will take place on **Thursday 4<sup>th</sup> April 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.

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Clerk: *Samantha Bromley*

Dated: 28<sup>th</sup> March 2024

## AGENDA

### 1. Apologies for Absence.

- 1.1. To receive and approve apologies for absences.
- 1.2. To note the resignation of Councillor Tim Glover.

### 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 7<sup>th</sup> March 2024.

### 4. Updates of items not elsewhere on the agenda.

No decision may be made under this item.

- 4.1. The posts on the footpath between the VH and Ryston Road have been reinstated.

### 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 note that the FCC has awarded the Parish Council £50,076.56 for the Playground project.
- 6.2. To receive an updated financial spreadsheet.
- 6.3. To RESOLVE to AGREE to authorise Samantha Bromley, Proper Officer of the Council, to sign the FCC Communities Foundation electronic Funding Agreement on behalf of the Council.
- 6.4. To suggest information to include on the playground sign.

### 7. Open spaces

- 7.1. To edit and approve the Parish Council Work Schedule.

- 7.2. To discuss preparation for new tenants and AGREE any actions.
- 7.3. To discuss repainting and maintenance of the village sign.

**8. Cemetery**

To receive an update and consider any actions.

**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. 24/00472/LDP - Lawful Development Certificate: Mobile Home on site in order to care for livestock - Land And Building E of Willow Lodge, Ryston Road, West Dereham. Circulated.
  - 9.1.2. 24/00337/F - Extension to rear of property. Interior reconfiguration. New build double garage. New wall and gates to front of house – Bell Barn, Lime Kiln Road, West Dereham, PE339RT. 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. 23/01606/F - Relocation of existing access; Change of use of the land for the stationing of 10 Gypsy / Traveller plots, each containing one static home and touring caravan. Associated hard and soft landscaping and ecological enhancements - Land East Side of Station Road, West Dereham Norfolk. Circulated.

**10. Administration.**

- 10.1. To sign the Unity Trust Bank account management submission form to remove the online banking access of Cllr T. Glover, Sue Pepper and Lorraine Hunt and update the correspondence address.

**11. Finance.**

- 11.1. 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
Wave	Utility	£31.58	£6.62	£38.20	BACS
ECS Computers	Subscription	£8.50	£1.70	£10.20	DD

- 11.2. To note the following receipts:

Payee	Description	Net	Vat	Gross	Method
Tenant	Farm Tenancy	£3200.00	£0.00	£3200.00	BACS
Groundwork UK	TESCO Grant	£500.00	£0.00	£500.00	BACS
Residents	Defibrillator Donation	£300.00	£0.00	£300.00	BACS

**12. Correspondence.**

- 12.1. Cllr Alun Ryves: Ammonia fall out area 10km methwold airfield. Circulated.
- 12.2. Transport East: Travel Behaviour Survey for the East is now live. Circulated and uploaded to Facebook.

**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 2<sup>nd</sup> May 2023.

**In accordance with the Public Bodies (administration to meetings) Act 1960, the meeting will RESOLVE to exclude the press and public during the following items due to the confidential nature.**

**16. Playground.**

To RESOLVE to AGREE which supplier to contract for the playground project.