

# West Dereham Annual Parish Meeting

Minutes of the Annual Parish Meeting held on Monday 9th May  
2024 at 7.00pm in the West Dereham Village Hall

Present: Nick Drew (Chair)  
Angela Caley  
Andy Challen  
Stuart Glover  
Keith Gore  
Mark Norton  
12 members of public

## 1. Welcome.

The Chairman welcomed everyone present to the Annual Parish Meeting.

## 2. Apologies.

None.

## 3. Minutes.

The minutes of the Annual Parish Meeting held on 25<sup>th</sup> May 2022 were AGREED as a true and accurate recording and signed by the chair.

## 4. Reports.

- 4.1. The Parish Council Chair read the Parish Council's annual report for 2022/23.
- 4.2. The police, were not present.
- 4.3. To receive reports from Village Groups and Outside Bodies.
  - 4.3.1. The Chair of the Village Hall Management Committee gave an annual report for 2022/23.
  - 4.3.2. The Chair of Lovells Dole Charity gave an annual report for 2022/23.
  - 4.3.3. The Chair of the West Dereham Village Hall Trust gave an annual report for 2022/23.
  - 4.3.4. The Parish Council Chair read the annual report from The Royal British Legion.

## 5. Open forum for Public Participation.

None.

Meeting closed at 7:23pm



## West Dereham Parish Council

### WDPC REPORT FOR ANNUAL PARISH MEETING 9<sup>th</sup> MAY 2024

**2023/24 has been a busy year, with some key achievements being met. I would like to thank fellow Councillors and our Clerk for the time and effort put in over the past year and also extend this to the Parish who as a whole, have shown great communal spirit and engagement, particularly to obtain a specific outcome which will undoubtedly maintain the rural aspect enjoyed by all who reside in the village (I think you all know to what I refer without making specific reference to it). So, in no particular order, here is a summary of the key points:**

- **The Council voted to support the petition to make the footpath between West Dereham & Crimplasham, an official public right of way.**
- **A defibrillator has been installed at the Village Hall**
- **Once this was installed Defib training was arranged and attended in the VH.**
- **In association with the Village Hall Hot Hub donations, funds have been raised for a second Defibrillator to be sited in Station Road and once a 50/50 funding grant comes available this will be purchased.**
- **All but 1 allotment plots have been rented, and following the wettest winter for many years the vacant plots have been prepped/rotovated and made ready (thanks to Keith).**
- **Footpath signs between the VH and The Row have been refurbished and re-erected.**
- **Village signs have started to be refurbished through the help of a young parishioner undertaking their Duke of Edinburgh Award.**
- **Through continual dialogue with the Borough Highways, a number of items have been completed, such as all road grips in the whole village have been re-established thereby assisting free drainage of the roads, vegetation cut on the A134 to re-establish visibility of access restriction signage to Lime Kiln Road, a large number of pot holes have been attended to, roads are progressively being re-chipped throughout the village; additional signage has been promised regarding access to Glazewing.**

- **Having obtained the necessary funding, an order has been placed for play equipment for the proposed play park at St Andrews Close. This is an outstanding achievement having only voted to proceed with the project a little over 12 months previous. To satisfy funders, a new lease agreement has been agreed and signed with the Borough Council. Brambles have been cleared and roots removed in preparation for seeding. Installation is scheduled for July 2024.**
- **This has been achieved not only by the hard work undertaken by the Playground Committee in association with the Parish Council but also the great community spirit and support shown in helping and attending events to help raise initial funds for the project. Significant donations from individuals and businesses alike and also been paramount in achieving this goal. Well done to all involved.**

**To summarise, I believe the highlight for this year has been that despite facing such serious challenges and at times perceived unattainable goals, the exceptional level of community engagement and spirit has shone through and it is a credit to all involved.**

## **Report to the West Dereham Parish Meeting 9th May 2024**

### **Introduction**

West Dereham Village Hall is an amenity for our local community, which is used in a number of ways. This report to the Annual Parish Meeting includes changes and plans for moving forward.

### **Recent context**

There have been some changes in the management team, Sue Stewart resigned the role of treasurer. Jacqueline Westrop left us last year due to health reasons and I have taken over in that role in a temporary position until we can find someone else. We also need to find someone to do the bookings, again I have taken the role on until we can find someone. The other trustees remain as Sue Pepper, Frances Housden responsible for website and Nick Drew.

### **Financial Report**

Accounts are being finalised for year end and there will be a transition period as we have someone temporarily stepping in to fulfil the role. Apart from that no issues to report and everything running smoothly. The following accounts are from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

- The Hall account is currently: £2317.00
- The Bar account balance is currently: £2,409.24
- The Reserve account is currently: £2641.51
- Cash tin: £738.09

We are about to negotiate a new electricity contract for 24 months. We have had some very large expenditure this year to get the hall up to date with fire and security alarms, and various testing (PAT, Gas oven servicing). A grant was secured to update and buy equipment for the kitchen which has been utilised.

### **Events**

We are no longer running as many local events due to disappointing turn out. i.e village fairs and craft events. The success story has been the hot spot which was well attended and proved very popular again. Funds raised from this have gone towards the 2<sup>nd</sup> defibrillator. The hall is still well used for parties and other events and the bar is generally open every Sunday.

### **Summary**

The WDVH continues to be an excellent facility that should be more utilised by the local community. As ever we are relying on a very small team of people who run the village hall

and the bar. We need to get more people involved if we want to keep the hall and bar open and functioning properly.

**LOVELL'S DOLE & town close charity**  
**Charity Commission Reg No. 206864**

**Report for Annual Parish Meeting**  
**9<sup>th</sup> May 2024**

The Trustees of Lovell's Dole would like to thank the Parish Council for the opportunity to notify the village of our charity's aims and guidelines.

In 1693, Gregory Lovell Esq., '*a native of this town*' started a charity still known today as Lovell's Dole. Details of how he wanted the charity to be conducted can still be seen on the panel behind the font in St Andrew's Church. It is essentially still the same although we have been governed by the Charity Commission's rulings for many years.

Thankfully since Gregory Lovell's days there have been enormous changes in living conditions, but the Trustees are still obliged to ensure that the small pot of money entrusted to them is used where it brings the most assistance.

Their remit of the Trustees, as defined in our Constitution, is '*to apply the income of the Charity as they think fit for the benefit of those residents of the Parish of West Dereham as they select*'.

The guidelines for receiving Lovell's Dole are as follows:

**Recipients will be 75 years of age and over and have been residents in West Dereham for at least 10 years.**

**Consideration will be given to residents in West Dereham, for at least 10 years, with long-term chronic health conditions who are under the 75-year age limit.**

Lovell's Dole is paid as an annual monetary Christmas gift.

The Trustees are also able to consider applications for assistance in times of serious and critical health situations with small financial grants. Further to this, if you hear of anyone who you think may be in need of immediate assistance, please contact the Chairman as it is within his/her authority to help.

In addition, we have a sum of money that was set aside at the turn of the 18<sup>th</sup> century for starting out young people in apprenticeships. The Trustees feel this fund should specifically assist younger residents of West Dereham who are in financial need, in working towards their future career development. We can only offer small grants from this limited fund, but examples might include assistance which would resource and enhance employment opportunities (travel costs, help towards interview outfit, etc.) or related to further education studies (books, help towards course studies, etc.)

If you think you might be eligible for Lovell's Dole, please contact us before 30<sup>th</sup> September 2024. If you have any enquiries about anything else mentioned above, please contact either myself or our Clerk, Ghislaine Mason. The Trustees will consider all enquiries.

Pam Bullas, Chair, Lovell's Dole  
The Hollies, Station Road, West Dereham, PE33 9RR  
01366 501287

Ghislaine Mason  
ghislainemason@yahoo.co.uk



## **Village Trust report to West Dereham Annual Parish Meeting 9th May 2024**

*During the past year we have managed to finally change the names and address on the bank accounts, stopping the paperwork from being sent to the previous treasurer.*

*Following the inevitable change in members of both the Village Hall Management Committee, and the Village Trust, I feel it would be beneficial to explain a bit about the Village Trust.*

*Following the sale of the old school buildings in 2006, which had been purchased for £30K and then subsequently sold for £200K, money was invested and then with the £10K interest, land was purchased from the Robinson family enabling the car park area to the rear of the village hall.*

*With the remaining money, the Village Trust gave a grant of £100,000 for the refurbishment of the hall. Other grants were made including £5,000 to install toilets in St Andrew's Church, and £3,000 to install water in the Parish Council Cemetery.*

*The Village Trust also loaned £40,000.00 to the Village Hall from Village Trust funds to enable completion of the refurbishment. Until recently the Village Hall has continued repayments of this loan which details of which were shared with villagers in 10 years worth of Annual Parish Meeting reports which were posted through the letterboxes of the 200 households. It remains the view of all Village Trust Trustee's that the loan should be repaid enabling the money to be available for future exciting village projects.*

*The trust continues to look for projects that would benefit the village, and should anyone wish to request funding, then please contact myself. We also are looking for new trustees to join us, again, if anyone is interested, please contact myself in the first instance.*



West Dereham Branch No. 3689  
The Royal British Legion  
Simon Comben B.E.M  
Branch Secretary



## Parish Meeting 9<sup>th</sup> May 2024 – West Dereham's RBL Branch Report for 2023-24

### Background:

West Dereham Branch started in 2014 with 16 members, which had risen to 31 by 2019. The 2 years 2020 and 2021 the Branch was adversely affected by Covid-19. This like many other organisations forced the Branch to cease holding its meetings. Since the recommencement of meetings at the end of the Covid restrictions the Branch has held three meetings, At the AGM two new members were welcomed into the Branch. As at the March 2024 meeting the Branch strength stood at 23 members. The Branch regulations require where ever possible to hold 4 meetings annually on the 2<sup>nd</sup> Sundays in March, June, September (AGM) and November (Remembrance Day). Currently the Branch account stands at £1,442.29.

### Branch Management team:

At the AGM held in September

The Branch President remains as Peter Starling

The Branch Chairman remains as Jack Walker

The Branch Treasurer remains as Lorraine Hunt

The role of Branch Secretary was transferred to Simon Comben B.E.M

The role of Membership Secretary is now held by Major ( R ) Nick Cann

The role of Poppy Appeal Branch representative is now held by Doug Lawson

Branch Standard Bearer remains as Tom Foy with Alexander Cann as deputy Branch Standard Bearer

On 12 November 2023, Remembrance Sunday, the usual Service of Remembrance was held at the War Memorial and then in St Andrew's Church. Attendance was much the same as the previous year at circa 40. The Last Post and Reveille were played and a collection in Church for the Earl Haig fund made. The Remembrance Sunday lunch was held in the Village Hall after the Service. The costs of hire of the hall remains as previously at £40 per meeting. The Branch remains financially viable and compliant with RBL accounting regulations and procedures.

Tom Foy, our Standard Bearer, carried the County Standard at many events throughout the year while the Branch standard was carried by the Branch Deputy standard bearer Alexander Cann. The Branch standard continues to be regularly paraded with future scheduled attendances at the County Royal Norfolk show amongst other high profile events. The Branch had representation at the recent veterans remembrance service held at St John the Baptist Cathedral, Norwich on Sunday 21<sup>st</sup> March 2024.

In comparison to other branches our branch is small but fulfills its purpose in support of the Aims and Objectives of the Royal British Legion, contained in the Legion's Charter.

Submitted by

Simon Comben B.E.M.

Branch Secretary

03/05/2024

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