West Dereham Parish Council

Full Meeting of the Parish Council

Date of Notice: Friday 30th October 2026

Date of Meeting: Thursday 5th November 2026

Time and Place: 7.00pm at West Dereham Village Hall

Councillors are summoned to attend, and the public is given notice of a Meeting of the Full West Dereham Parish Council for the purpose of transacting the business set out in the attached agenda.

Members of the public and press are welcome to attend this Parish Council meeting.
Signed: Rob Shaw **PSLCC**, *Locum Clerk & RFO to West Dereham Parish Council*

To comply with GDPR, meeting papers are supplied to Councillors via email.
Documents that are of a sensitive or confidential nature may not be available to members of the public.

*Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960, s1 unless the presence is prejudicial to the public interest (s. 2).

BUSINESS TO BE TRANSACTED.

In accordance with LGA 1972, schedule 12 10(2) (b) which states that business must be specified

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26. WD 184 Welcome from the Chair and to receive Apologies for Absence. **(LGA 1972 s 85(1))**

26. WD 185 To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. **(Localism Act 2011 s 31 s33)**

26. WD 186 To Approve and Sign the Minutes of the Ordinary Meeting held on Thursday 1st October 2026

(In accordance with standing order 12a)

26. WD 187 To Receive Reports from County Councillors and Borough Councillors. (5 minutes each)

26. WD 188 Open Forum for Public Participation: an opportunity to hear from members of the public.

(15 minutes only in total)

Parish Clerk: Rob Shaw PLSCC - **(CILCA – FILCA – PIALC)** **01366 666782**

clerk@westderehamparishcouncil.uk

26. WD 189

Items to note:

- Clerk has been informed Bus Timetable will be installed shortly – Anglian Water Roadworks were blamed as reason for delay.
- A notice has been produced regarding hedge cutting – Published on website and noticeboards
- Notice was sent to Tenant of Farm allotment for hedge trimming.

Agenda Items

26. WD 190 - **To Resolve** application to place a Memorial on plot 86 - **All**
26. WD 190a- **To Resolve** Meeting Dates for 2027 - **All**
26. WD 190b - To Resolve outstanding Hours, Expenses & Holiday accrued to be paid in November Pay run for Locum Clerk - **All**
26. WD 190c - To Discuss Complaint: Laurel Hedge at junction of Basil Road/Hilgay Road – **Cllr King**
26. WD 190d – To Resolve to creating a Personnel Committee - **All**

Reports.

26.WD 191 Playground –

a) Reports received –
b) Alternative company has been approached for ZIP wire replacement parts. – Two quotes received.

26.WD 192 Open Spaces / Allotments – Update / To Note

a) To update – Group survey of Allotments to be organised – To assess condition and clear plots for rental.

26.WD 193 Cemetery – Update / To Note

a. Quotes for Topple Testing – Companies approached previously asked to update quotes to move this forward.
CDS honoured existing quote of £1237.50 + vat, plus - £4.50 for warning labels and £2.00 for report only – No other company approached responded.
Resolve to accept quote from CDS to carry out Topple Test - All

26. WD 194 Planning Consultations

New Planning Application Consultations received from the Borough Council/NCC. –

26/01593/F	West Dereham E: 565018 N: 301343	Construction of general-purpose agricultural building Oakhurst Hilgay Road West Dereham King's Lynn Norfolk PE33 9RN
26/01594/F	West Dereham E: 565018 N: 301343	HOUSEHOLDER: Single storey rear and side extensions to existing single storey dwelling and construction of garage Oakhurst Hilgay Road West Dereham King's Lynn Norfolk PE33 9RN

Notices of Decision by Borough Council and County Council –

25/02157/F - approved
25/02158/LDE - refused

Email for confirmation of Parish Council Responses received?
Confirmation of Number of Units and protocols for monitoring as per conditions of 25/02157/F

Accounts & Finance including:

26. WD 195 To Note Balance of Accounts on 1st November 2026

26. WD 196 To consider/review the payments for October 2026

26. WD 197 To note income for October 2026

26. WD 198 To Note Payments for November 2026

26. WD 199 To agree and resolve the proposed budget for 2027-28 with suggested Precept.

Invoices due for payment but received after the publication of the agenda may be considered.

26.WD 200 – Administrative –

26. WD 201 - To resolve to move into a closed session, on the grounds of confidentiality in accordance with The Public Bodies Admission to Meetings Act 1960, s.1(2) - To accept - To discuss –

26. WD 202 To receive Items for the next meeting agenda by Noon Thursday 27th November 2026.

26. WD 203 The date of the next meeting of the Parish Council scheduled for

Thursday 3rd December 2026 at 7:00 pm at the West Dereham Village Hall

26. WD 204 Close of meeting: -

Any business to be considered at a Parish Council meeting must be delivered to the clerk for inclusion in accordance with Standing Order 9b. Please use the "Agenda Item Request Form" and include as much information as possible, including any proposal.

Parish Clerk: Rob Shaw PLSCC - **(CILCA – FILCA – PIALC)** **01366 666782**

clerk@westderehamparishcouncil.uk