

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 17th July 2025**, 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: 10th July 2025

AGENDA

1. Apologies for Absence.

To receive and approve apologies for absence.

2. Declarations of interest.

2.1. Councillors are invited to declare any pecuniary or non-pecuniary interests on any subject on the agenda.

2.2. To consider any requests for dispensations.

3. Minutes.

To approve the minutes of the Parish Council meeting dated Thursday 5th June 2025.

4. Updates of items not elsewhere on the agenda.

4.1. To receive an update on the replacement Millenium Tree at the allotments.

4.2. To receive an update on the overgrown brambles surrounding a utility pole on Ryston Road.

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 a report from the Police.

5.4. 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. Reports.

6.1. To receive a data report from the SAM2.

6.2. To receive an update on the monthly playground inspection report.

6.3. To review the Annual Playground Inspection Report and AGREE any action.

7. Playground.

To consider additional fundraising for the upkeep and maintenance of the playground and to AGREE any action.

8. Bus Shelter Funding.

To note available funding for bus shelters and AGREE any action.

9. Farm Tenancy.

- 9.1. To open the sealed bids received for the Farm tenancy and to consider and agree on the successful applicant.
- 9.2. To consider using Cruso & Wilkin to prepare the tenancy documents.

10. Cemetery.

To receive an update the cemetery administration project and AGREE any action.

11. Glazewing.

To receive an update and AGREE any action.

12. Planning Matters.

- 12.1. To consider a consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
- 12.2. 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>
- 12.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council:
 - 12.3.1. 25/00937/AG – Hill House Farm, Bath Road, West Dereham, PE33 9TP – Agricultural Prior Notification: Proposed Agricultural Building. AG Prior Notification - NOT REQD

13. Finance.

- 13.1. To note that the balance of the Unity Trust Banking account is £27,712.24
- 13.2. To RESOLVE to AGREE the following payments:

Payee	Description	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	£1157.94	£0.00	£1157.94	BACS
ECS Computers	Subscription	£8.50	£1.70	£10.20	DD
Community Action Norfolk	Subscription	£50.00	£0.00	£50.00	BACS
Sonya Blythe	Internal Audit	£130.00	£0.00	£130.00	BACS
RoSPA	Annual Playground Inspection	£108.00	£21.60	£129.60	BACS
Wave	Utilities	£1.60	£0.00	£1.60	BACS

**To include any invoices received after the publication of the agenda.*

14. Administration.

- 14.1. To note the receipt of the Internal Audit.
- 14.2. To note that the Notice of Public Rights was displayed on Thursday 19th June 2025, commencing on Friday 20th June 2025 and ending on Thursday 30th July 2025.
- 14.3. To confirm how many poppy wreaths to preorder for Remembrance Day.

15. Correspondence.

- 15.1. NCC: Local Government Reorganisation. Circulated.
- 15.2. Member of Public: West Dereham Church Yard. Circulated.
- 15.3. Planning Enforcment: 25/00155/UNAUTU Land And Building E of Willow Lodge Ryston Road West Dereham. Circulated.

15.4. Borough Councillor: Future Norfolk survey – posters. Circulated.

16. Members' Matters.

No decision may be taken under this item.

17. Items for the next meeting.

Councillors to propose items for the next meeting.

18. Next meeting of the council.

To note when the next meeting of the Council will be held.