

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 6th February 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: 31st January 2025

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 5th December 2025.

4. Updates of items not elsewhere on the agenda.

- 4.1. The Council has submitted its precept requirements for 2025-26.

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. Reports

- 6.1. To receive a data report from the SAM2.
- 6.2. To receive an update on the monthly playground inspection report.

7. Assets.

- 7.1. To receive an update on the restoration of the phone box.
- 7.2. To consider purchasing and attaching a small bin to attach to the playground fence.
- 7.3. To report any issues highlighted from the asset inspection and AGREE any action.

8. Open Spaces.

- 8.1. To consider which type and how many trees to plant at St Andrews Recreational Ground and the exact location they will be planted.
- 8.2. To consider a quote from PJ Home and Gardens to inject the brambles on St. Andrews Recreational Ground with herbicide and AGREE any action.

8.3. To note the process of a speed limit change and AGREE any action.

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. 24/02278/F – The Old Coach House, Ryston Road, West Dereham, King's Lynn, PE339RL – Erection of an oak framed garage/games room.

9.1.2. 24/02266/F – Willow Farm House, Ryston Road, West Dereham King's Lynn, PE339RQ – Rear extension and alterations.

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. 24/01814/O – School Bungalow, Church Row, West Dereham, Norfolk. – Outline planning permission with all matters reserves for: 9no. houses on old school site including demolition of existing school house. REFUSED.

10. Finance.

10.1. To note that the balance of the Unity Trust Banking Account is £30,156.06.

10.2. To note that the following payments were made in January 2025:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Staffing	£1089.81	£0.00	£1089.81	BACS
ECS Computers	Subscription	Subscriptions	£8.50	£1.70	£10.20	DD
Anglian Water	Utilities	Utilities	£38.75	£0.00	£38.75	BACS

10.3. To RESOLVE to AGREE the following payments:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Staffing	£1089.81	£0.00	£1089.81	BACS
ECS Computers	Subscription	Subscriptions	£8.50	£1.70	£10.20	DD
Nurture Landscapes	Grounds Maintenance – March 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – August 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – September 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – October 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Kings Lynn & West Norfolk	Bin Waste Removal	Bins	£488.80	£97.76	£586.56	BACS

11. Administration.

To RESOLVE to AGREE to appoint an internal Auditor.

12. Correspondence.

12.1. West Norfolk: Budget Proposal Published. Circulated.

12.2. Environment Agency: River Wissey Channel Survey. Circulated.

- 12.3. West Norfolk: West Norfolk Local Hero Awards 2025. Circulated.
- 12.4. West Norfolk: West Norfolk Economic Strategy - update on behalf of Economic Development Team. Circulated.
- 12.5. West Norfolk: Invitation: Livestream Multi-agency Flood & Drought Summit Friday 31st January. Circulated.
- 12.6. Resident: Safety. Circulated.

13. Members Matters.

No decision may be taken under this item.

14. Items for the next meeting.

Councillors to add items for the next meeting.

15. Next meeting of the council.

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

It was RESOLVED to AGREE to exclude the press and public in accordance with the Public Bodies (admission to meetings) Act 1960 in consideration of the following items due to their confidential nature:

16. Ground Maintenance.

To consider tenders for the Grounds Maintenance Contract to begin in March 2025.

17. Street Light.

To consider quotes to repair the streetlight.