

# West Dereham Parish Council

Meeting of the Parish Council Agenda

**Date of Notice:** Friday 27<sup>th</sup> February 2026

**Date of Meeting:** Thursday 5<sup>th</sup> March 2026

**Time and Place:** 7:00 pm 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

**26. WD 023** Welcome from the Chair and to receive Apologies for Absence. **(LGA 1972 s 85(1))**

**26. WD 024** To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. **(Localism Act 2011 s 31 s33)**

**26. WD 025** To Approve and Sign the Minutes of the Ordinary Meeting held on Thursday 5<sup>th</sup> February 2026

**(in accordance with standing order 12a)**

**26. WD 026** To Receive Reports from County Councillors and Borough Councillors. (5 minutes each)

**26. WD 027** Open Forum for Public Participation: an opportunity to hear from members of the public.  
(15 minutes only in total)

## 26. WD 028

### Items to note:

Defib Checks for Circuit and Maintenance Schedule – Clerk notified by Circuit as due.

The Parish council now has a new website in place – you will find it at -  
[www.westderehamparishcouncil.org](http://www.westderehamparishcouncil.org)

## Agenda Items

**26. WD 029 To Resolve** alternative date for May PC Meeting due to Polling- **All**

**26. WD 030 To Update** – Complaint – Laural Hedging – Hilgay Rd/ Basil Rd Junction – **All**

**26. WD 031 To agree** emails and / or contact numbers for councillors on new website - **All**

### Reports.

#### 26.WD 031 Playground –

- a) Reports received –
- b) To Resolve a date for the meeting of the Parish Council and the Playground Working Group – carried forward from February meeting

#### 26.WD 032 Open Spaces / Allotments – Update / To Note

- a) **To Note** – Allotment processes and relevant paperwork have been updated. A dedicated file for the allotments has been built with new and updated policies, rules and regulations etc - **Clerk**
- b) **To Discuss** - Possible Rent Increase for Allotment sites for September 27 – 12 months’ notice period – **All**
- c) Final three quarter plots have been let, there are currently no plots available at this time.

#### 26.WD 033 Cemetery – Update / To Note

- a. **To Note** – A Cemetery working group was held on Monday 23<sup>rd</sup> February to discuss at what stage the council are now at with this project.

The Locum clerk has done a little work on this and the items below are now in place:

1. A Digital record of the burial book has been produced for the Burial ground, Natural Burial ground and the Remembrance Garden.
2. A full set of files are now on the laptop for each plot in each area with a photo id and all relevant forms will be added shortly – giving a digital record of every plot.
3. Forms and legally required paperwork have been completed.
4. All historic paperwork has been sorted through and archived into folders.

- b. **To Discuss and resolve** - a new, topple test for the Cemetery due to the time elapsed since the last one.

## **26. WD 034 Planning Consultations**

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

**26/00253/F** West Dereham - Change of use of ex quarry weighbridge office to temporary agricultural workers dwelling - Frimstone Ltd Crimplesham Quarry, Main Road, Crimplesham, Norfolk

**26/00129/F** Proposed extension to existing cabin and change of use from agricultural store/welfare room into a temporary agricultural accommodation. at Land And Building E of Willow Lodge Ryston Road West Dereham Norfolk.

Notices of Decision by Borough Council and County Council

None

**26.WD 035** To Review and Update on the appeal submitted for application 24/01769/F (appeal reference - APP/V/2635/W/25/3372985).

### **Accounts & Finance including:**

**26. WD 036** To Note Balance of Accounts on 1st March 2026

**26. WD 037** To consider/review the payments for March 2026

**26. WD 038** To Note: money received -

**26. WD 039** To Note – Internal Transfers and Contractual payments do not need the authorisation of the full council.

But will be noted on the following Agenda and Minutes.

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

**26.WD 040 – Administrative – To Note –**

- Not received invoice from Parsons Consulting engineers to date
- Clerks Pension rates will drop to 19.5% from 22.5% from 1<sup>st</sup> April 2026 until 31<sup>st</sup> March 2029
- Stocks Bridge has now had a tarmac repair – possibly carried out by the Norfolk Rangers.

**26. WD 041** 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 042** To receive Items for the next meeting agenda by Noon Thursday 26<sup>th</sup> March 2026.

**26. WD 043** To confirm the date of the next meeting of the Parish Council scheduled for

**Thursday 2<sup>nd</sup> April at 7:00 pm at the West Dereham Village Hall**

**26. WD 044** 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.