

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 3rd October 2024**, 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: 27th September 2024

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 12th September 2024.

4. Updates of items not elsewhere on the agenda.

- 4.1. The Highways Officer has been contacted regarding concerns over the 60mph speed limits in the parish, particularly on Basil Road and Station Road due to the high number of HDVs which use these roads. He has informed the Council that he will visit the parish to see whether there is any scope for change.
- 4.2. An order has been placed for the 6 Hoop Sheffield Cycle Stand from Broxap.
- 4.3. The planning department has been contacted to request that the Council is notified with non-material planning applications relevant to the parish.

5. Open Form 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. Highways

- 6.1. To receive a data report from the SAM2.
- 6.2. To consider and agree where to place the 5 weight limit road signs, being provided by the borough Council.

7. Playground.

- 7.1. To review and agree the playground inspection protocol in line with training.

7.2. To consider securing the benches in the playground and AGREE any action.

7.3. To consider further bramble maintenance and AGREE any action.

8. Open Spaces

To receive an update on the allotments & farm tenancy 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:

9.2. 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:

10. Administration.

10.1. To AGREE the 2025 meeting dates.

10.2. To review the asset register.

11. Finance.

11.1. To note that the balance of the Unity Trust Banking Account is £21,733.32

11.2. To note a VAT return has been submitted for the amount of £TBC.

11.3. To receive a bank reconciliation and update on reserves.

11.4. To RESOLVE to AGREE the following payments:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Staffing	£1044.98	£0.00	£1044.98	BACS
ECS Computers	Subscription	Subscriptions	£8.50	£1.70	£10.20	DD
Viking	Office Supplies	Office Supplies	£135.69	£6.14	£141.83	BACS

12. Correspondence.

None.

13. Members Matters.

No decision may be taken under this item.

14. Items for the next meeting.

To receive items from Councillors for inclusion on the next agenda.

15. Next meeting of the council.

To confirm the date of the next council meeting.