

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 3rd April 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: 29th March 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 13th March 2025.

4. Updates of items not elsewhere on the agenda.

- 4.1. To note that an invoice for the Hooded Trimline 25TM Litter Bin has been received. Once payment is made, the item will be delivered.

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.

7. Open Spaces.

- 7.1. To discuss the hedge planted on the footpath and AGREE any action.
- 7.2. To review options for the annual playground inspection and AGREE any action.
- 7.3. To receive an update on concerns raised about the row of trees on Ryton Road and AGREE any action.
- 7.4. To receive an update on the repair of the street light and AGREE any action.

8. Cemetery.

To review cemetery report and AGREE any action.

9. Farm Tenancy.

To discuss the Farm tenancy and AGREE any action.

10. Planning Matters.

- 10.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council: None.
- 10.2. 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>
- 10.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council:
 - 10.3.1. 24/01769/F - Land East Side, Station Road, West Dereham, Norfolk - Relocation of existing access; Change of use of the land for the stationing of 10 Gypsy / Traveller plots, each containing one static home and touring caravan. Associated hard and soft landscaping and ecological enhancements. REFUSED.
- 10.4. To note that planning application 24/01814/O is been appealed and to note any response.

11. Finance.

- 11.1. To note that the balance of the Unity Trust Banking Account is £24,413.58
- 11.2. To receive an update on finances for the playground.
- 11.3. To RESOLVE to AGREE the following payments:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Staffing	TCB	£0.00	TBC	BACS
ECS Computers	Subscription	Subscriptions	£8.50	£1.70	£10.20	DD
Viking	Officer Equipment	Office Equipment	£7.94	£1.59	£9.53	BACS

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

12. Administration.

- 12.1. To review actions from the asset inspection.
- 12.2. To adopt a protocol for addressing questions raised on social media.
- 12.3. To review the Risk Register and Risk Management Records.
- 12.4. To review plans for VE Day 80th Anniversary 2025 and AGREE any action.
- 12.5. To note that protocols for the Clerk receiving mail addressed to the Council includes, using the Clerks home address, setting up a PO Box at the Clerk's home address for £42.60 a month or using the Village Hall's address, when the Clerk lives in or near the parish. To AGREE any action.

13. Correspondence.

- 13.1. NCC: Local Government Review in Norfolk. Circulated.
- 13.2. NCC: Dog & Litter Bin Services 2025/26. Circulated.
- 13.3. Planning: Notification about MHCLG Housing Delivery Test Result Recalculation (26 March 2025). Circulated.

14. Members Matters.

No decision may be taken under this item.

15. Items for the next meeting.

Councillors to add items for the next meeting.

16. Next meeting of the council.

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