

West Dereham Parish Council

Annual Parish Assembly

Date of Notice: Friday 27th March 2026

Date of Meeting: Thursday 2nd April 2026

Time and Place: 6.30 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 046 Welcome from the Chair and to receive Apologies for Absence. **(LGA 1972 s 85(1))**

26. WD 047 To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. **(Localism Act 2011 s 31 s33)**

26. WD 048 To Approve and Sign the Minutes of the Ordinary Meeting held on Thursday 5th March 2026
(in accordance with standing order 12a)

26. WD 049 To Receive Reports from County Councillors and Borough Councillors. (5 minutes each)

26. WD 050 Open Forum for Public Participation: an opportunity to hear from members of the public.
(15 minutes only in total)

26. WD 051

Items to note:

- Defib Checks for Circuit and Maintenance Schedule – Clerk notified by Circuit as due.
- Viking – Stationary Supplier contacted – Invoices being sent to Mr P King – Clerk 2017-2020

Agenda Items

26. WD 052 To Update – Second Councillor Vacancy is now eligible for Co-option. - **All**

26. WD 053 To Resolve – Councillor Bio for website if required. - **All**

Reports.

26.WD 054 Playground –

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

26.WD 055 Open Spaces / Allotments – Update / To Note

- a) **To Resolve** - Plot 4 – Letter of “Notice to Quit” sent 02/03/26 – 7 days’ notice – No Response– Check Plot.
- b) **To Discuss and Resolve** application for Green house / Polly tunnel to be allowed on plots 5a, b & c.
- c) **To Resolve** – Allotment co-ordinator for PC.

26.WD 056 Cemetery – Update / To Note

- a. **To Note** – Chris Black contacted to discuss Topple Tests – BCKLWN use **CDS**
- b. **To Note** – A message has been added to website under “Cemetery” heading to warn visitors of the possibility of loose memorials – whilst the council deal with this issue
- c. **To Note** – Historic paperwork found since last meeting has thrown up a couple more anomalies.

26. WD 057 Planning Consultations

New Planning Application Consultations received from the Borough Council/NCC. - NONE

Notices of Decision by Borough Council and County Council – NONE

26.WD058 To Review and Update on the appeal submitted for application 24/01769/F (appeal reference - APP/V2635/W/25/3372985).

26.WD 059 To Review - SNN4 – 5823 -Change of Residential Property Address: From Brember, Lime Kiln Road, West Dereham to Rectory Corner, Lime Kiln Road, West Dereham, King's Lynn, PE33 9RT

Accounts & Finance including:

26. WD 060 To Note Balance of Accounts on 1st April 2026

26. WD 061 To consider/review the payments for April 2026

26. WD 062 To Note: money received -

26. WD 063 To Note – Agar Forms for External Audit have been received – Clerk to finalise end of year 2025-26.

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

26.WD 064 – Administrative – To Note –

- Original queries for application for 25/00937/AG – a request has been made for these to be addressed as raised in July 2025
- Note regarding answer phone available is now on website contact page as requested.

26. WD 065 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 066 To receive Items for the next meeting agenda by Noon Thursday 7th May 2026.

26. WD 067 To confirm the date of the next meeting of the Parish Council scheduled for
Thursday 14th May 2026 at 7:00 pm at the West Dereham Village Hall

26. WD 068 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.