

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 12th September 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: 06th 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 18th July 2024.

4. Updates of items not elsewhere on the agenda.

- 4.1. Nurture Landscapes have been contacted to move the maintenance of the cemetery hedge forward to the September month.
- 4.2. A project report has been submitted to Groundwork following completion of the Playground Project.
- 4.3. A project report has been submitted to the FCC following completion of the Playground Project.
- 4.4. To receive an update on purchasing a second defibrillator.
- 4.5. To receive an update on the village sign.

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

To receive a data report from the SAM2.

7. Playground.

- 7.1. To review and AGREE the Playground Risk Assessment,
- 7.2. To review and AGREE the Playground Policy.

- 7.3. To review the weekly playground inspection logs and AGREE any actions.
 7.4. To discuss the possibility of having a memorial bench and AGREE any actions.

8. Cemetery

To review and make amendments to the 2019 Cemetery Regulations.

9. Grounds Maintenance

- 9.1. To review and make amendments to the ground maintenance schedule.
 9.2. To AGREE whether to renew or retender the ground maintenance contract.

10. Cycle Rack.

To consider options for purchase.

11. Funding.

- 11.1. To consider options for the Parish Partnership Scheme.
 11.2. To consider options for the Asfa Foundation Grant – Investing in Spaces and Places.

12. Planning Matters.

- 12.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
 12.2. 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>
 12.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council:

13. Administration.

- 13.1. To review responsibilities for the Parish Council's facilities.
 13.2. To discuss minutes formatting.

14. Finance.

- 14.1. To note that the balance of the Unity Trust Banking Account is £TBC
 14.2. To receive a bank reconciliation and update on reserves.
 14.3. To note the following payments were made in August:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Salary & Expenses	£1025.79	£0.00	£1025.79	BACS

14.4. 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
Nurture Landscapes	Grounds Maintenance April - July	Maintenance	£2980.65	£596.13	£3576.78	BACS
Scribe	Accounts Software	Subscriptions	£345.60	£69.12	£414.72	BACS

14.5. To note the following receipts:

Payee	Description	Net	Vat	Gross	Method
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CIL Funding	Playground Funding	£30000.00	£0.00	£30000.00	BACS
Resident	Defibrillator Donation	£100.00	£0.00	£100.00	BACS
Cllr A. Caley	Playground Opening Event – Money Raised	£135.00	£0.00	£135.00	BACS

15. Correspondence.

- 15.1. District Councillor: Major Modifications to the Local Plan - A personal perspective.
- 15.2. District Councillor: Borough Council of King's Lynn and West Norfolk Local Plan 2021-2040 - Consultation on Main Modifications (August - October 2024).
- 15.3. West Norfolk: Gambling Act 2005 - Statement of Principles Review.
- 15.4. Resident: Safety.

16. Members Matters.

No decision may be taken under this item.

17. Items for the next meeting.

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

18. Next meeting of the council.

To confirm the date of the next council meeting.