

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 7th November 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: 2nd November 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 3rd October 2024.

4. Updates of items not elsewhere on the agenda.

4.1. The cycle storage grant claim has been submitted.

4.2. Western Highways have designers working on a scheme to install a drain on Station Road and have spoken to Glazewing regarding a road closure.

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. Reports.

6.1. To receive a data report from the SAM2.

6.2. To receive an overview of the weekly playground inspection reports.

6.3. To receive a report from Village Hall Committee.

7. Playground.

7.1. To review the Quarterly Playground Inspection Form and AGREE any action required.

7.2. To discuss the removal of the brambles at St Andrew Recreational Grounds and AGREE any action required.

7.3. To receive an update on whether Calloo need to receive copies of the weekly inspections for the warrantee.

8. Open Spaces.

- 8.1. To consider an asset inspection and adding photographs of Council assets to the asset register.
- 8.2. To consider mapping who has grounds maintenance and upkeep responsibilities for different areas in the Parish.
- 8.3. To receive an update on the retendering of the ground maintenance contract.

9. Funding.

To consider applying for 50/50 funding from the Parish Partnership Scheme 2025/26.

10. Planning Matters.

- 10.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:
- 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:
- 10.4. To discuss planning application 24/01689/FM - Land At E566627 N298166, College Road, Wissington, Wereham, Norfolk - Creation of a new water storage reservoir in connection with the sugar beet processing and the animal feed drying technology from the British Sugar site.
- 10.5. To consider starting actions towards implementing a Neighbourhood Plan.

11. Administration.

- 11.1. To review the Parish Council's Risk Assessment.
- 11.2. To note that the Village Hall will be unavailable to hire on 1st May 2025 and to AGREE an alternative date for May 2025 APCM and APM.

12. Finance.

- 12.1. To note that the balance of the Unity Trust Banking Account is £TBC
- 12.2. To note that an incorrect amount was AGREED and paid to Glover Ltd on 19/05/2024 for the amount of £100 and to RESOLVE to AGREE to paid the remaining £20.00.
- 12.3. To note the External Auditor's Report and Conclusion of Audit.
- 12.4. To consider the 2025-26 budget and AGREE the precept.
- 12.5. 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
RBL Poppy Appeal	Poppy Wreath	Section 137	£20.00	£0.00	£20.00	Cheque
NPTS	Neighbourhood Planning Training		£156.00	£0.00	£156.00	BACS
PKF	External Audit	Audits	£210.00	£42.00	£252.00	BACS

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

13. Correspondence.

- 13.1. Resident: Hedge Complaint, Basil Rd/Hilgay Rd Junction. Circulated.
- 13.2. Planning Inspectorate: WA010004 - Fens Reservoir - EIA Scoping and Consultation

and Regulation 11 Notification. Circulated.

13.3. West Norfolk: King's Lynn and West Norfolk Local Plan 2021-2040: Main Modifications Part 2 (Gypsy, Traveller, and Travelling Showpeople) Consultation (17th October- 29th November 2024). Circulated.

13.4. NCC: Norfolk Minerals and Waste Local Plan: Publication of proposed Main Modifications and Additional Modifications. Circulated.

14. Members Matters.

No decision may be taken under this item.

15. Items for the next meeting.

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

16. Next meeting of the council.

To confirm the date of the next council meeting.