West Dereham Parish Council

Full Meeting of the Parish Council

Date of Notice: Friday 28th August 2026

Date of Meeting: Thursday 3rd September 2026

Time and Place: 7.00pm 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

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26. WD 140 Welcome from the Chair and to receive Apologies for Absence. **(LGA 1972 s 85(1))**

26. WD 141 To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. **(Localism Act 2011 s 31 s33)**

26. WD 142 To Approve and Sign the Minutes of the Ordinary Meeting held on Thursday 2nd July 2026

(in accordance with standing order 12a)

26. WD 143 To Receive Reports from County Councillors and Borough Councillors. (5 minutes each)

26. WD 144 Open Forum for Public Participation: an opportunity to hear from members of the public.

(15 minutes only in total)

Parish Clerk: Rob Shaw PLSCC - **(CILCA – FILCA – PIALC)** **01366 666782**

clerk@westderehamparishcouncil.uk

26. WD 145

Items to note:

- The Parish Council would like to take a moment to remember Mr R Carter and Mr V Kellingray who sadly passed away and were interned into the West Dereham Cemetery in August 2026

Agenda Items

26. WD 146 To Discuss and Update – Phone Box **– Cllr Drew**
26. WD 146 a To Discuss and Resolve - West Dereham Foot Path Project for 2026 - **All**
26. WD 146 b To Resolve 2026/27 Cemetery Regulations - revision of "Natural Burial Area" – Trees Sections **A, B, M** and **T** to be revised. – **All**
26.WD 146 c To Discuss - Introducing a byelaw into the village – **Cllr King**
26.WD 146 d Update from Highways regarding Laural Hedge – Boundary Check - **All**

Reports.

26.WD 147 Playground –

a) Reports received – None
b) To receive update for the meeting of the Parish Council and the Playground Working Group – carried forward from March 2026 meeting
c) To receive quote from Caloo – reference Rospa Report - **082049**

26.WD 148 Open Spaces / Allotments – Update / To Note

a) **To update -** A new lock has been placed on the allotment vehicle access gates – code is held and a new chain and lock has been added to the gates nearest the bungalow – tenant holds the only key.
b) **To update** - Current tenant of plot 6d will vacate by the end of 2026 – he will pay his annual rent and then be reimbursed the difference when he vacates.
c) **To Inform** – New tenancy agreements and annual invoices will be sent out in September with the letter of Notice of Increase in Rent (12 months' Notice as per Allotment regulations)

26.WD 149 Cemetery – Update / To Note

a. Still awaiting quotes for Topple Testing – Clerk has chased again.
b. Memorial Request has been received – Council to approve

26. WD 150 Planning Consultations

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

Notices of Decision by Borough Council and County Council – **NONE**

Accounts & Finance including:

26. WD 151 To Note Balance of Accounts on 1st September 2026

26. WD 152 To consider/review the payments for September 2026

26. WD 153 To note income for August 2026

26. WD 154 To Note Payments for August 2026

26. WD 155 To Note that the AGAR has now been completed and all required information is now published on the Parish Council website.

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

26.WD 156 – Administrative –

a) A request for Hedge work – Lime Kiln to Church Road – Letter sent to property by highways.

26. WD 157 - 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 158 To receive Items for the next meeting agenda by Noon Thursday 24th September 2026.

26. WD 159 The date of the next meeting of the Parish Council scheduled for

Thursday 1st October 2026 at 7:00 pm at the West Dereham Village Hall

26. WD 160 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.

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