

West Dereham Parish Council

A Meeting of the Parish Council will take place on **Thursday 13th March 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: 06th 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 6th February 2025.

4. Updates of items not elsewhere on the agenda.

- 4.1. To receive an update on the planting of trees on St. Andrews Recreational Ground.

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 consider which bin to purchase for the playground fence.
- 7.2. To receive an update on the cemetery and AGREE any action.
- 7.3. To review allotment plot prices and consider an amount for a $\frac{3}{4}$ plot.

8. Planning Matters.

- 8.1. To consider consultee response to planning applications received from King's Lynn and West Norfolk Borough Council:

- 8.1.1. 24/02266/F - Willow Farm House, Ryston Road, West Dereham, King's Lynn Norfolk, PE33 9RQ - HOUSEHOLDER - Rear Extension and Alterations. PERMITTED.
- 8.1.2. 24/02278/F - The Old Coach House, Ryston Road, West Dereham, King's Lynn Norfolk PE33 9RL - Householder: Erection of an oak framed garage/games room. PERMITTED.
- 8.2. 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>
- 8.3. To receive notifications of decisions made by King's Lynn and West Norfolk Borough Council:
- 8.4. To receive an update on planning application 24/00472/LDP.
- 8.5. To discuss the Council pursuing a Neighbourhood Plan and AGREE any action.

9. Finance.

- 9.1. To note that the balance of the Unity Trust Banking Account is £28,524.83
- 9.2. To note that the Borough Council of Kings Lynn & West Norfolk has refunded the Council £97.34 due to an overcharge of bin collection.
- 9.3. To note that the Clerk has checked payments to Nurture Landscapes and they are accurate. To RESOLVE to AGREE the following payments:

Payee	Description	Budget	Net	Vat	Gross	Method
Staffing	Salary/HMRC/Pension/WFHA	Staffing	£1089.81	£0.00	£1089.81	BACS
ECS Computers	Subscription	Subscriptions	£8.50	£1.70	£10.20	DD
Nurture Landscapes	Grounds Maintenance – March 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – August 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – September 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS
Nurture Landscapes	Grounds Maintenance – October 2024	Grounds Maintenance	£596.13	£119.23	£715.36	BACS

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

10. Administration.

- 10.1. To review the Code of Conduct.
- 10.2. To review the Financial Regulations.
- 10.3. To review the Standing Orders.
- 10.4. To review the Publication Scheme.
- 10.5. To review the Financial Risk Assessment.
- 10.6. To review the Asset Register.
- 10.7. To review the Scheme of Delegation.
- 10.8. To review the Statement of Internal Control.

11. Correspondence.

- 11.1. Borough Council: King's Lynn and West Norfolk Local Plan 2021-2040: Publication of Inspectors' Report. Circulated.
- 11.2. Borough Council: Borough Council of King's Lynn & West Norfolk: budget for 2025/26. Circulated.
- 11.3. Borough Council: RE: Government's devolution consultation. Circulated.

12. Members Matters.

No decision may be taken under this item.

13. Items for the next meeting.

Councillors to add items for the next meeting.

14. Next meeting of the council.

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